

January 7, 2020

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

**ALL COUNTY LETTER NO. 20-01**

The California Department of Social Services will be further upgrading the CalFresh Data Dashboard to make available more data elements related to the expansion of CalFresh to Supplemental Security Income and/or California State Supplementary Payment recipients. This letter provides detailed information regarding the additional data elements that will be added to the existing “Expansion of CalFresh to SSI Recipients” page and the new “CalFresh Supplemental Nutrition Benefit and Transitional Nutrition Benefit Programs” page on the CalFresh Data Dashboard.



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DIRECTOR

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**DEPARTMENT OF SOCIAL SERVICES**  
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GAVIN NEWSOM  
GOVERNOR

January 7, 2020

ALL COUNTY LETTER (ACL) NO. 20-01

TO: ALL COUNTY WELFARE DIRECTORS  
ALL CALFRESH COORDINATORS  
ALL CALFRESH PROGRAM SPECIALISTS  
ALL CONSORTIA REPRESENTATIVES

SUBJECT: CALFRESH DATA DASHBOARD UPGRADES

REFERENCE: [ASSEMBLY BILL 1811 \(CHAPTER 35, STATUTES OF 2018\), WELFARE AND INSTITUTIONS CODE SECTIONS 18900.5 TO .7; ACL 18-90; ACL 18-91; ACL 18-92; ACL 18-107; ACL 18-108; ACL NO. 18-131; ACL NO. 19-12; ALL COUNTY WELFARE DIRECTOR LETTER \(ACWDL\): CALFRESH DATA DASHBOARD UPGRADES, EXPANSION, AND NEW PROCESSES, AND ACL NO. 19-63.](#)

The California Department of Social Services (CDSS) will be further upgrading the [CalFresh Data Dashboard](#) (the Dashboard) to make available more data elements related to the expansion of CalFresh to Supplemental Security Income and/or California State Supplementary Payment (SSI/SSP) recipients, the Supplemental Nutrition Benefit (SNB) program, and the Transitional Nutrition Benefit (TNB) program. These additional data elements further support the data-driven continuous improvement efforts of the CDSS in the delivery of CalFresh food and nutrition services to the people of California. The additional data elements will be added to the existing “Expansion of CalFresh to SSI Recipients” page and the new “CalFresh SNB and TNB Programs” page on the Dashboard

## Background

This letter follows “[All County Welfare Directors Letter \(ACWDL\): CalFresh Data Dashboard Upgrades, Expansion and New Processes](#),” dated June 11, 2019, that provided initial information on upgrades to the Dashboard. Subsequently, CDSS issued

[All County Letter \(ACL\) 19-63](#), dated July 1, 2019, that provided details regarding the collection, review, and dissemination of CalFresh data specific to the expansion of CalFresh.

Since then, the Dashboard has been upgraded and expanded to include data elements related to the expansion of CalFresh to SSI recipients, including Statewide Automated Welfare System (SAWS), Electronic Benefit Transfer, and Outreach data elements. Additionally, new pilot processes for SAWS data extraction, in lieu of the submission of traditional county reports, have also been instituted. These new processes will continue to be used for updating the Dashboard with new data elements outlined in this letter.

## **I. Data Extraction**

For the new data elements outlined in this letter, the following methods will continue to be used by the CDSS Research Services Branch (RSB) to extract data from the SAWS:

- CalACES South: Tableau Structured Query Language interface connectivity to Oracle database.
- CalACES North: Application Express web-based interface connectivity to Oracle database.
- For CalWIN counties only, data elements listed below will be reported to CDSS via CalWIN ad hoc query, executed by CalWIN and submitted to CDSS via Secured File Transfer (SFT) site. After May 2020, CalWIN will have loaded the monthly ad hoc data elements into their Business Intelligence tool for CDSS to extract the data on an as-needed basis.

## **II. Data Requirements**

The following household-level and individual-level data elements will provide information on four populations specifically: 1) households that include at least one SSI recipient member and who applied for CalFresh benefits post-implementation; 2) households that include SSI-only recipient members and who applied for CalFresh benefits post-implementation; 3) households receiving CalFresh and SNB program benefits; and 4) households receiving TNB program benefits. Data elements will be extracted the month in which the household application is disposed. Note that for this purpose, monthly data elements on the Dashboard are not cumulative. Data elements present a count only for the month selected and only when data is available from the SAWS.

- 1) Households that include at least one SSI recipient member and who applied for CalFresh benefits post-implementation:
  - a. Application submission type
  - b. Primary reason for denial
  - c. Average number of days to determine eligibility

- d. Average amount of monthly food benefits per household size (household of two or more)
    - i. Average benefit amount per household
    - ii. Average benefit amount per person
  - e. Number of households approved for minimum benefit amount
  - f. Number of households approved for maximum benefit amount
  - g. Number of households with medical expenses
    - i. Average amount of medical deduction claimed
  - h. Number of households with shelter expenses
    - i. Average amount of shelter deduction claimed
  - i. Number of households that claimed the homeless shelter deduction
- 2) Households that include SSI-only recipient members and who applied for CalFresh benefits post-implementation:
  - a. Number of applications
    - i. Approved
    - ii. Denied
  - b. Primary reason for denial
  - c. Application submission type
  - d. Average number of days to determine eligibility
  - e. Average amount of monthly food benefits per household size (household of one, two, or more)
    - i. Average benefit amount per household
    - ii. Average benefit amount per person
  - f. Number of households approved for minimum benefit amount
  - g. Number of households approved for maximum benefit amount
  - h. Number of households with medical expenses
    - i. Average amount of medical deduction claimed
  - i. Number of households with shelter expenses
    - i. Average amount of shelter deduction claimed
  - j. Number of households that claimed the homeless shelter deduction
- 3) Households receiving CalFresh and SNB program benefits:
  - a. Number of discontinued cases
  - b. Primary reason for discontinuance
  - c. Average amount of monthly food benefits (i.e. CalFresh and SNB combined) per household size (household of one, two or more)
    - i. Average benefit amount per household
    - ii. Average benefit amount per person
  - d. Average SNB program benefit amount

- 4) Households receiving TNB program benefits:
  - a. Number of discontinued cases
  - b. Primary reason for discontinuances
  - c. Average amount of monthly food benefits (TNB only) per household size (household of one, two or more)
    - i. Average benefit amount per household

### III. Data Definitions

#### **Households that include at least one SSI recipient member and who applied for CalFresh benefits post-implementation:**

Primary Reason for Denial: The primary reason for denial of a CalFresh application containing at least one SSI recipient member. Denial reason categories primarily include “denied because determined ineligible” (i.e., excess income and/or resources) and “denied for procedural reasons” (i.e. failure to provide essential verification, failure to complete SAR (Semi-Annual Reporting) 7, or missed interview for Expedited Services (ES) applications etc.).

Application Submission Type: The means by which an application for CalFresh was submitted to the county (e.g., in-person, online.).

Average Number of Days to Determine Eligibility: The average number of days to determine eligibility for a household that includes at least one SSI recipient member, calculated using date of application receipt and date of application disposition regardless of whether the application is approved or denied.

Average Amount of Monthly Food Benefits Per Household Size (Household of Two or More): The average dollar amount of monthly CalFresh benefits per household size for households that include at least one SSI recipient member.

Average Amount of Monthly Food Benefits Per Household (Regardless of Household Size): The average CalFresh benefit amount for households that include at least one SSI recipient member.

Average Amount of Monthly Food Benefits Per Person: The average CalFresh benefit amount per person for households that include at least one SSI recipient member.

Number of Households Approved for Minimum Benefit Amount: The total number of households that include at least one SSI recipient member approved for the minimum CalFresh benefit amount.

Number of Households Approved for Maximum Benefit Amount: The total number of households that include at least one SSI recipient member approved for the maximum CalFresh benefit amount.

Number of Households with Medical Expenses: The total number of households that include at least one SSI recipient member whose application was disposed in the report month and who claimed medical expenses.

Average Amount of Medical Deduction Claimed: The average amount of medical deduction, regardless whether the deduction is actual or standard, received by households that had medical expense(s) and included at least one SSI recipient member whose application was disposed in the report month.

Number of Households with Shelter Expenses: The total number of households that include at least one SSI recipient member whose application was disposed in the report month and who claimed shelter expenses.

Average Amount of Shelter Deduction Claimed: The average dollar amount of the shelter deduction received by a household that includes at least one SSI recipient member and whose application was disposed in the report month.

Number of Households that Claimed Homeless Shelter Deduction: The total number of households that include at least one SSI recipient member whose application was disposed in the report month and who received the homeless shelter deduction.

**Households in which all members are SSI recipients and who applied for CalFresh benefits post-implementation (SSI-only Households):**

Number of Denied Applications: The total number of applications that are denied within the report month for households in which all members are SSI recipients.

Primary Reason for Denial: The primary reason for denial of a CalFresh application for a household in which all members are SSI recipients. Denial reason categories could include “denied because determined ineligible” (i.e., excess income and/or resources) and “denied for procedural reasons” (i.e.,

failure to provide essential verification, failure to complete SAR7, or missed interview for ES applications etc.).

Application Submission Type: The means by which an application for CalFresh was submitted to the county (e.g., in-person, online, mail, etc.).

Average Number of Days to Determine Eligibility: The average number of days to determine eligibility (approval and denial) for a household in which all members are SSI recipients, calculated using date of application receipt and date of application disposition.

Average Amount of Monthly Food Benefits Per Household Size (Household of Two or More): The average dollar amount of monthly CalFresh benefits per household size for households in which all members are SSI recipients.

Average Amount of Monthly Food Benefits Per Household (Regardless of Household Size): The average dollar amount of monthly CalFresh benefits for households in which all members are SSI recipients.

Average Amount of Monthly Food Benefits Per Person: The average dollar amount of CalFresh benefits per person for households in which all members are SSI recipients.

Number of Households Approved for Minimum Benefit Amount: The total number of households in which all members are SSI recipients that are approved for the minimum CalFresh benefit amount.

Number of Households Approved for Maximum Benefit Amount: The total number of households in which all members are SSI recipients that are approved for the maximum CalFresh benefit amount.

Number of Households with Medical Expenses: The total number of households in which all members are SSI recipients whose application was disposed in the report month and who claimed medical expenses.

Average Amount of Medical Deduction Claimed: The average amount of medical deduction received by households in which all members are SSI recipients whose application was disposed in the report month.

Number of Households with Shelter Expenses: The total number of households in which all members are SSI recipients whose application was disposed in the report month and who claimed shelter expenses.

Average Amount of Shelter Deduction Claimed: The average dollar amount of shelter deduction received by households in which all members are SSI recipients whose application was disposed in the report month.

Number of Households that Claimed the Homeless Shelter Deduction: The total number of households in which all members are SSI recipients whose application was disposed in the report month and who received the homeless shelter deduction.

**Households receiving CalFresh and SNB program benefits:**

Number of Discontinued Cases: The total number of households receiving CalFresh and SNB program benefits that are discontinued in the report month.

Primary Reason for Discontinuances: The primary reason for discontinuance of households that were receiving CalFresh and SNB program benefits but who were discontinued in the report month.

Average Amount of Combined CalFresh and SNB Monthly Benefits Per Household Size (Household of One, Two or More): The average dollar amount of monthly food benefits per household size for households receiving CalFresh and SNB program benefits.

Average Amount of Combined CalFresh and SNB Monthly Benefits Per Household: The average dollar amount of monthly food benefits per household for households receiving CalFresh and SNB program benefits, regardless of the household size.

Average Amount of Combined CalFresh and SNB Monthly Benefits Per Person: The average dollar amount of monthly benefits per person for households receiving CalFresh and SNB program benefits regardless of the household size.

Average Amount of SNB Program Benefits per Household (Regardless of Household Size): The average dollar amount of SNB Program benefit for households receiving SNB benefits.



**Households receiving TNB program benefits:**

Number of Discontinued Cases: The total number of households receiving TNB program benefits that have been discontinued in the report month.

Primary Reason for Discontinuances: For households receiving TNB benefits discontinued in the report month, the primary reason for the discontinuance.

Average Amount of TNB Monthly Benefits Per Household Size (Household of One, Two or More): The average dollar amount of monthly TNB benefits per household size for households receiving TNB program benefits.

Average Amount of TNB Monthly Benefits Per Household (Regardless of Household Size): The average dollar amount of monthly TNB benefits per household receiving TNB program benefits.

**IV. Data Review**

For the new data elements outlined in this ACL, the County Welfare Departments (CWDs) will follow the same pilot process as described in [ACL No. 19-63](#). The pilot process reflects new data extraction procedures for CDSS' direct access to SAWS and is distinct from all other existing data review and submission processes. The pilot proposed a ten calendar day county review process that is subject to change pending the assessment of such process and may not apply to other reporting and data collection processes.

Further instructions on the process of data review, as described in the "[ACWDL: CalFresh Data Dashboard Upgrades, Expansion, and New Processes](#)," state that upon RSB conducting the data query and validating with the SAWS consortia, the CWDs will be notified by RSB via email to review the data for the county by accessing the SFT site. The CWDs will have ten business days to review data and notify RSB of any concerns. Following the ten calendar days, RSB will proceed to publicly post county-specific data elements to the Dashboard.

If you have any questions regarding this ACL, please contact the Data Systems and Survey Design Section at (916) 651-8269.

Sincerely,

***Original Document Signed By:***

M. AKHTAR KHAN, PhD  
Branch Chief  
Research Services Branch