

July 03, 2020

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 20-77

This letter describes the specific temporary emergency COVID-19 procedures for the Cash Assistance Program for Immigrants (CAPI) that will continue in force following the expiration of the Governor's executive order N-29-20 on June 16, 2020.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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GAVIN NEWSOM
GOVERNOR

July 03, 2020

ALL COUNTY LETTER NO. 20-77

TO: ALL COUNTY CASH ASSISTANCE PROGRAM FOR IMMIGRANTS (CAPI) PROGRAM MANAGERS

SUBJECT: **EMERGENCY PROCEDURES FOLLOWING EXPIRATION OF GOVERNOR'S EXECUTIVE ORDER N-29-20**

REFERENCE: [EXECUTIVE ORDER NO. N-29-20](#);
[PROGRAM MANAGER LETTER – TEMPORARY CAPI CHANGES \(MARCH 20, 2020\)](#);
[WELFARE AND INSTITUTIONS CODE \(WIC\) §18939\(a\)](#);
[WELFARE AND INSTITUTIONS CODE \(WIC\) §10004\(a\)](#)
MANUAL OF POLICIES AND PROCEDURES (MPP) §§30-009.224, 49-010.13, 49-045.1;
[ALL COUNTY LETTER \(ACL\) NO. 20-46](#);
[ALL COUNTY LETTER NO. 17-31](#).

This All County Letter (ACL) describes the temporary COVID-19 pandemic emergency procedures in the Cash Assistance Program for Immigrants (CAPI) that will remain in effect following the expiration of the Governor's [Executive Order No. N-29-20](#) on June 16, 2020, and continue through December 31, 2020 pursuant to Welfare and Institutions Code (WIC) section 10004(c).

Background

On March 17, 2020, Governor Newsom issued Executive Order No. N-29-20, which suspended redeterminations for CAPI for a period of 90 days. The purpose of the order was to allow recipients to maintain eligibility for CAPI benefits while dealing with mass layoffs and other severe economic losses as a result of the closure of businesses deemed non-essential, shelter in place orders, and other emergency measures necessitated by the COVID-19 (coronavirus) pandemic.

The executive order expired on June 16, 2020. Accordingly, counties and CAPI consortia may resume normal procedures for processing CAPI annual redeterminations that are due during the month of July.

Continuation of temporary emergency CAPI procedures

Temporary procedures to be followed by the counties and CAPI consortia during the COVID-19 emergency are described in detail in [Program Manager Letter \(PML\) dated March 20, 2020](#) and in [ACL No. 20-46](#). While CAPI redeterminations will no longer be suspended following expiration of the executive order, the following temporary procedures will continue through December 31, 2020. (WIC §10004(c)). The following is a summary of these continuing procedures:

Waiver of in-person interviews

In light of the social distancing measures necessitated by the ongoing nature of the COVID-19 pandemic, and the impacts on county welfare offices and Social Security Administration (SSA) field offices, the CAPI face-to-face interview requirement will continue to be waived through December 31, 2020. All eligibility interviews may be conducted electronically, including by telephone or videoconference. (WIC §10004(c)(1); Manual of Policies and Procedures (MPP) §30-009.224; [ACL No. 17-31](#)).

Acceptance of CAPI applications by telephone, mail, fax and email

Given the social distancing measures necessitated by the ongoing nature of the COVID-19 pandemic and as many county welfare offices have limited in-person services and hours, most claimants are unable to obtain CAPI application forms and apply for CAPI in person. Therefore, alternate methods of applying for CAPI remain in effect through December 31, 2020. Claimants seeking to apply for CAPI may do so by telephone, mail, fax, or email. As no follow-up in-person interviews will be scheduled, counties must continue to obtain all necessary information and documentation by these available alternate methods. (WIC §10004(c)(1)). For details, please consult the Program Manager Letter dated March 20, 2020, and ACL No. 20-46.

Waiver of written SSI/SSP denial for qualified aliens

The requirement that qualified aliens applying for or receiving CAPI provide the county with written documentation from the Social Security Administration (SSA) indicating that Supplemental Security Income/State Supplementary Payment (SSI/SSP) benefits have been denied solely due to the claimant's immigration status is waived through December 31, 2020. If the claimant has not yet received a written denial, this requirement is satisfied by the claimant providing verbal attestation that they have applied for SSI/SSP and their application is pending final review. (WIC §10004(c)(2)).

Please note that evidence of denial of SSI/SSP remains a CAPI eligibility requirement for qualified aliens. ([Welfare and Institutions Code \(WIC\) §18939\(a\)](#); MPP §§49-010.13, 49-045.1). Any verbal or written attestation provided by a claimant and indicating that he or she has applied for SSI/SSP by telephone and his/her application is pending shall be accepted by the county as sufficient evidence of SSI/SSP denial. For further information, please consult ACL No. 20-46.

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If you have questions or require clarification regarding information in this ACL, please contact the Benefit Programs Unit in the CDSS Adult Programs Division at (916) 653-3850 or capi@dss.ca.gov.

Sincerely,

Original Document Signed By:

DEBBI THOMSON
Deputy Director
Adult Programs Division