

January 28, 2022

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 21-45E

The purpose of this erratum is to provide County Welfare Departments with a revised dual discontinuance/change Notice of Action message, M40-107G, due to the California Work Opportunity and Responsibility to Kids (CalWORKs) 60-month time limit.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

January 28, 2022

ALL COUNTY LETTER NO. 21-45E

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALWORKS PROGRAM SPECIALISTS
ALL WELFARE-TO-WORK COORDINATORS
ALL COUNTY REFUGEE COORDINATORS
ALL COUNTY CALFRESH SPECIALISTS
ALL CONSORTIA REPRESENTATIVES

SUBJECT: REVISED DISCONTINUANCE/CHANGE NOTICE OF ACTION
MESSAGE FOR THE CALIFORNIA WORK OPPORTUNITY AND
RESPONSIBILITY TO KIDS (CALWORKS) 60-MONTH TIME
LIMIT

REFERENCE: [ALL COUNTY LETTER \(ACL\) NO. 21-45](#)

The purpose of this All County Letter (ACL) is to provide County Welfare Departments (CWDs) with a revised version of the “60th Month on Aid” dual discontinuance/change Notice of Action (NOA) message, M40-107G.

BACKGROUND

NOA message M40-107G was revised and published via [ACL 21-45](#). The notice was revised to reflect changes pursuant to [AB 79 \(Chapter 11, Statutes of 2020\)](#), which replace the existing CalWORKs 48-month time limit with a 60-month time limit.

ADDITIONAL REVISIONS AND INSTRUCTIONS

The additional revisions to NOA message M40-107G provide clarity. Specifically, revisions were made to remove duplicate messaging related to exemptions due to child support recoupment.

CWDs shall begin using this revised NOA message when the CalWORKs 60-month time limit goes into effect on May 1, 2022. In the event that the NOA message is not

available from the Statewide Automated Welfare System (SAWS), CWDs shall manually produce this NOA message when necessary until it is automated. This NOA message should be used when an Assistance Unit (AU) member becomes ineligible to CalWORKs due to time limits and the remaining AU members maintain eligibility.

The link to NOA Message M40-107G can be found below:

- [M40-107G- 60th Month On Aid, Discontinue](#)

TRANSLATIONS

For general questions about forms, contact the CDSS Forms Management Unit at fmudss@dss.ca.gov. You may obtain these forms from the CDSS webpage at: [CDSS Forms and Brochures Website](#).

For questions on translated materials, please contact the CDSS Language Services at (916) 651-8876. CWDs are required to provide CDSS translation to applicants and recipients in their primary languages when they are or become available. Until translations are available, recipients who have elected to receive materials in languages other than English must be sent the English version of the form or notice along with the [GEN 1365 - Notice of Language Services](#) and a local contact number.

The CWDs shall ensure that effective bilingual services are provided. When the percentage of non-English cases in a program and/or office location is less than five percent, this requirement may be met through utilization of paid interpreters, qualified bilingual employees, and qualified employees of other agencies or community resources. When the percentage of non-English cases in a program and/or office location is equal to or more than five percent, the CWD must assign a sufficient number of qualified bilingual employees to public contact positions in that program or location, as calculated pursuant to [MPP Section 21-115.1](#). Language services shall be provided free of charge to the applicant/recipient.

More information regarding languages services, which includes both interpretation and translations, can be found in [MPP Section 21-115](#).

If you have any questions or need additional guidance regarding the information in this letter, contact the Early Engagement and Eligibility Bureau at CWEligibilityPolicy@dss.ca.gov.

Sincerely,

Original Document Signed By

KRISTINA MEZA, Branch Chief
CalWORKs and Family Resilience Branch
Family Engagement and Empowerment Division