

July 20, 2022

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

**ALL COUNTY LETTER NO. 21-45EII**

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



KIM JOHNSON  
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



GAVIN NEWSOM  
GOVERNOR

July 20, 2022

ALL COUNTY LETTER NO. 21-45EII

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

REFERENCE: [ALL COUNTY LETTER \(ACL\) NO. 15-22](#), [ACL 21-45](#) AND  
[ACL 21-45E](#)

The purpose of this All County Letter (ACL) is to provide County Welfare Departments (CWDs) with a revised version of the “60<sup>th</sup> Month on Aid, no eligible child” Discontinuance Notice of Action (NOA) message, M40-107I.

## BACKGROUND

[AB 79 \(Chapter 11, Statutes of 2020\)](#) replaced the California Work Opportunity and Responsibility to Kids (CalWORKs) 48-month time-on-aid limit with a 60-month time-on-aid limit. [ACL 21-45](#) published revised forms to reflect changes pursuant to [AB 79](#). This erratum publishes NOA message M40-107I, which was not included in [ACL 21-45](#) or [ACL 21-45E](#).

## ADDITIONAL REVISIONS AND INSTRUCTIONS

The revisions to [NOA message M40-107I \(7/22\) – 60th Month on Aid, No Eligible Child, Discontinue](#) include:

- The addition of a child reaching the age limit as a reason for no eligible child being in the home.
- Information pertaining to time limit exceptions and instructions to attach form [“CalWORKs 60-Month Time Limit Extender Request Form” \(CW 2190A\)](#).

This NOA message is to be used when an Assistance Unit (AU) member becomes ineligible to CalWORKs due to time limits and there is no eligible child(ren) in the home. This discontinuance NOA message is not to be used when an otherwise eligible child is not aided due to chronic truancy per [ACL 15-22](#). In those situations, the CWD may use Change NOA Message M40-105E, and/or the appropriate time on aid NOA message, when necessary. It is also recommended that CWDs send out the Change NOA Message M44-315A, as it contains additional information pertaining to Zero Basic Grant AUs.

CWDs may continue to use NOA Message M40-107I (11/02), for up to one year from the date of this ACL until the Statewide Automated Welfare Systems (SAWS) performs the necessary automation. If the revised NOA version, Message M40-107I (7/22), is not available from the SAWS within the one-year timeframe, CWDs shall manually produce the revised NOA until it is automated.

## **TRANSLATIONS**

For general questions about forms, contact the CDSS Forms Management Unit at [fmudss@dss.ca.gov](mailto: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](mailto:CWEligibilityPolicy@dss.ca.gov).

Sincerely,

***Original Document Signed By***

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