



CDSS

WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES

744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

May 7, 2018

ALL COUNTY WELFARE DIRECTORS LETTER

TO: ALL COUNTY WELFARE DIRECTORS

FROM: TODD BLAND, Deputy Director
Family Engagement and Empowerment Division

SUBJECT: CALFRESH EMPLOYMENT & TRAINING EXPANSION BONUS FUNDS

The purpose of this letter is to inform County Welfare Departments (CWDs) that the California Department of Social Services (CDSS) is accepting requests for CalFresh Employment & Training (E&T) Expansion bonus funds from CWDs that plan to expand their CalFresh E&T program in Federal Fiscal Year (FFY) 2019 and are interested in receiving additional financial support for high-quality program development. **Requests for CalFresh E&T Expansion bonus funds are due Wednesday, May 23, 2018.** This document describes CDSS' strategic goals for the E&T Expansion bonus funds, the criteria that CDSS will use to select requests, and the funding process.

E&T Expansion bonus funds will be allocated to selected CWDs that are planning to do one or more of the following in FFY19:

- Establish an E&T program for the first time.
- Add one or more high-quality program component to an existing E&T program.
- Add a third-party partner to an existing E&T program.¹

Note that E&T Expansion bonus funds are not intended to fund expansion of the job search or job search training component.

Up to ten CWDs will be allocated E&T Expansion bonus funds for a total amount of up to \$500,000. The E&T Expansion bonus funds are a non-federal source of funding and are therefore eligible for 50 percent federal reimbursement. The CWDs receiving E&T Expansion bonus funds will be expected to draw down 50 percent federal reimbursement for allowable E&T expenses paid for with E&T Expansion bonus funds, bringing the total E&T Expansion bonus funds available to CWDs to \$750,000.

¹ CWDs may work with a third-party partner to craft their request, but third-party partners may not submit a request on their own.

This opportunity is intended to recognize the additional resources that may be needed to expand and advance innovation and quality in the E&T program and leverage federal 50 percent reimbursement funds. CDSS will assess the impact of the E&T Expansion bonus funds to determine if this additional allocation of non-federal dollars has had the desired impact on program expansion, program quality, and draw-down of 50 percent federal reimbursement.

Strategic Goals for E&T Expansion

E&T Expansion bonus funds are intended to increase high-quality E&T services offered, such as vocational or on-the-job training, credential or certificate programs, or other programs with proven employment and wage outcomes. This emphasis aligns with the vision and mission the CDSS has identified for the E&T program, which is to increase the employment and earning capacity of CalFresh recipients by maximizing their access to skills-building, credentialing, and supportive services.

This vision and mission align with the program's strategic goals:

- Increase job placement, retention, and wages.
- Increase CalFresh E&T participation across a dynamic mix of people, communities, and cultures.
- Increase employability by removing barriers to employment.
- Increase skills attainment and credentialing.
- Lead an efficient and effective customer-focused CalFresh E&T program.

Request Development and Criteria

CWDs will be selected based on responses to the questions below. The CDSS aims to approve a diverse set of requests in terms of program size, geography, target population, and service model.

Question	Possible Points
Describe the new E&T program, component, or third-party partner. How does this expansion improve the quality and outcomes of CalFresh E&T offerings in your county?	25
How will this expansion help to effectively provide E&T services to a diversity of CalFresh recipients in your county?	25
Describe how your expansion furthers one or more of the strategic goals of the E&T program listed above.	25
Provide an anticipated budget for the requested funding amount and include a short narrative/justification.	25

Requests should be no more than two pages, not including the budget and short budget narrative/justification.

Request Process & Timeline

Requests are due to CDSS by the close of business on Wednesday, May 23, 2018. Selected CWDs will be informed of their E&T Expansion bonus funds allocation by Friday, June 1, 2018.

Additionally, selected CWDs must include the E&T Expansion bonus funds in their FFY 19 E&T County Plan, which is due to CDSS by Thursday, June 15, 2018. The plan must indicate that the county intends to request 50 percent reimbursement for allowable E&T expenses paid using E&T Expansion bonus funds. As with other E&T funding allocated for FFY 2019, funds will be available for claiming beginning October 1, 2019.

E&T Expansion bonus funds may be used for any allowable E&T expense and, for each CWD selected, the E&T Expansion bonus funds will be reflected in the annual County Fiscal Letter that provides county-by-county E&T allocations.

Selected CWDs will be required to submit a short (no more than two pages) narrative progress report half-way through FFY 19 on Friday, March 29, 2019. Progress reports will be used to inform future E&T Expansion investments. A similar final report at the end of FFY 19 may also be required for selected counties.

Questions

If you have any questions regarding this letter, please contact the CalFresh and Nutrition Branch at (916) 651-8047.