



CDSS

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DIRECTOR

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

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EDMUND G. BROWN JR.
GOVERNOR

July 4, 2014

ERRATA

ALL COUNTY LETTER NO. 13-71E

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY CALFRESH PROGRAM SPECIALISTS
ALL CONSORTIA REPRESENTATIVES
ALL QUALITY CONTROL COORDINATORS
ALL COUNTY WELFARE TO WORK COORDINATORS
ALL COUNTY CALWORKS PROGRAM SPECIALISTS

SUBJECT: CORRECTION TO ALL COUNTY LETTER (ACL) 13-71,
IMPLEMENTATION OF THE WORK INCENTIVE NUTRITIONAL
SUPPLEMENT (WINS) PROGRAM AUTOMATION

REFERENCES: ACL 13-71

The purpose of this erratum to ACL13-71 (September 10, 2013) is to make corrections to that document. This erratum should be implemented in conjunction with ACL 13-71. The corrections are the following:

- Eligibility determination

Prior Language

Page one, first paragraph, fifth sentence reads, “Thereafter, the eligibility determination for WINS benefits shall occur at an initial application, a Semi-Annual Reporting period, and at annual recertification consistent with CalFresh requirements.”

Corrected Language

The sentence is corrected to read, “**WINS eligibility is determined for the household a) at application, b) when the household reports a change, or c) at recertification, and continues on a monthly basis for so long as the household remains eligible.**”

- WINS discontinuance noticing issue

Prior Language

Page three, fourth paragraph, fourth sentence reads, “A 10-day timely notice is required prior to discontinuing the WINS benefit.” This statement is incorrect and the “10-day” timeframe is removed.

Corrected Language

The sentence is corrected to read, “**Adequate** notice is required prior to discontinuing the WINS benefit.”

- CalFresh ACIN

Prior Language

Page five, under the “Forms” heading, the sentence reads, “CalFresh will create all necessary forms and notices for WINS. These forms will be covered in a CalFresh ACL that will be issued in 2013.” This statement is corrected with updated information.

Corrected Language

This section is corrected to read, “CalFresh **created** all necessary forms and notices for WINS. These forms **were released** in CalFresh **ACIN I-14-14.**”

- Attachment I: WINS Eligibility Scenario L

Prior Language

Page four, Scenario L: Parent, Step-Parent and Child (either parent working sufficient hours), which reads, “Yes. Without a child-in-common, this is an All Families case (one adult must be working 30 hours per week/hours may not be combined” and “Yes – R4 aid code”. The statements are incorrect.

Corrected Language

This section is corrected to read, “Yes, **this is a two-parent case (35-hours per week requirement applies/hours may be combined)**” and “**Yes—R5 aid code**”.

Per ACL 13-14, Attachment I, page 8: “A parent with a minor child in the family may be a natural parent, adoptive parent or step-parent of a minor child in the family. This definition is used in determining a two-parent family.” Page 12 continues with the definition of a Two-Parent family: “For two-parent work

participation rate calculation purposes, a work-eligible step-parent may be considered when determining a parent with a minor child in a two-parent family.” This erratum corrects Scenario L in the Attachment I of ACL 13-71. Corrected version is attached.

If you have questions regarding this ACL, please contact the appropriate liaison.

Contacts

Employment Bureau County Consultant	(916) 654-2137
CalFresh Policy Bureau	(916) 654-1896
EBT Operations Help Desk	(916) 263-6600
Federal Data Reporting and Analysis Bureau	(916) 657-3659

Sincerely,

Original Document Signed By:

TODD R. BLAND
Deputy Director
Welfare to Work Division

Attachment

cc CWDA
CSAC

**WORK INCENTIVE NUTRITIONAL SUPPLEMENT
ELIGIBILITY SCENARIOS**

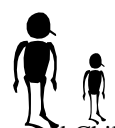
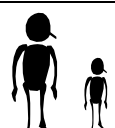

Definition of Eligible Family for Work Incentive Nutritional Supplement (WINS) Benefit

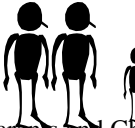

In order to be eligible for the WINS benefit, a household must meet the following criteria:

- Must be a CalFresh household, but not receiving CalWORKs.
- Must have a child under age 18 in the home, unless there is a child meeting WIC section 11253 criteria.
- Must contain a parent or caretaker relative that meets the TANF definition of a “work-eligible individual (WEI)” as defined in 45 Code of Federal Regulation (CFR) 261.2(n).
- The WEIs must be participating in a sufficient number of hours (the applicable 20/30/35 per week) of subsidized or unsubsidized work activities that meet federal TANF work participation requirements.
- Provides acceptable documentation that the household met the federal work requirements, in accordance with California’s federally approved Work Verification Plan (ACL #09-07).

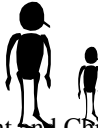
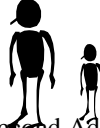

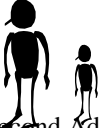
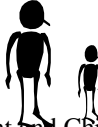

Note: Each eligible CalFresh household may only receive one WINS benefit per month. The benefit will be distributed on the household’s existing EBT card as a supplement to the family’s CalFresh food benefit allotment. When eligible for WINS, the entire CalFresh household’s aid code will be changed to one of the new WINS aid codes. For TANF work participation rate (WPR) purposes, the entire household is considered as *one* TANF case, even in the instance of a mixed household in which more than one family unit exists. The WINS is not considered assistance either for TANF purposes or as cash aid income in the CalFresh Program. It is only used to determine work participation.







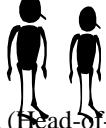
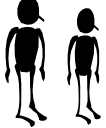
Sample Scenarios for Households with One Family Unit

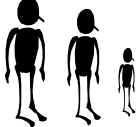



SCENARIOS	HOUSEHOLD MEMBERS	ARE ANY ADULTS WEIS?	ARE WEIS WORKING SUFFICIENT HOURS?	IS HOUSEHOLD ELIGIBLE FOR WINS?
I one CF household	 <u>Parent and Child</u> Working Sufficient Hours	Yes	Yes	Yes—R4 aid code (or R7 for TCF) Household is eligible for one benefit.
II one CF household	 <u>Parent and Child</u> Not Working Sufficient Hours	Yes	No	No—09 aid code (or 0F for TCF) Household is not eligible for benefit.
III one CF household	 <u>Two-Parents and Child</u> Working Sufficient Hours	Yes	Yes	Yes—R5 aid code (or R8 for TCF) Household is eligible for one

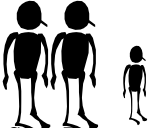
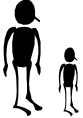
				benefit.
IV one CF household	 <u>Two-Parents and Child</u> Not Working Sufficient Hours	Yes	No	No Household is not eligible for benefit.
V one CF household	 <u>Caretaker Relative and Child</u> Working Sufficient Hours	Yes	Yes	Yes—R4 aid code (or R7 for TCF) Household is eligible for one benefit.

WINS Benefits for Mixed Households

SCENARIOS	HOUSEHOLD MEMBERS	ARE ANY ADULTS IN HOUSEHOLD WEIS?	ARE ANY WEIS WORKING SUFFICIENT HOURS?	IS HOUSEHOLD ELIGIBLE FOR WINS?
A one CF household	 <u>Parent and Child</u> Working Sufficient Hours  <u>Second Adult and Child</u> Working Sufficient Hours	Yes	Yes	Yes—R4 aid code (or R7 for TCF) Household eligible for one benefit.
B one CF household	 <u>Parent and Child</u> Working Sufficient Hours  <u>Second Adult and Child</u> Not Working Sufficient Hours	Yes	Yes	Yes—R4 aid code (or R7 for TCF) Household is eligible.
C one CF household	 <u>Parent and Child</u> Working Sufficient Hours  <u>Second Adult (no child)</u> Working or Not Working	Yes Second adult has no child; therefore is not a WEI.	Yes Work hours for second adult are irrelevant since he/she is not a WEI.	Yes—R4 aid code (or R7 for TCF) Household eligible for one benefit.

SCENARIOS	HOUSEHOLD MEMBERS		ARE ANY ADULTS IN HOUSEHOLD WEIS?	ARE ANY WEIS WORKING SUFFICIENT HOURS?	IS HOUSEHOLD ELIGIBLE FOR WINS?
D two separate CF households residing at same address	 <u>Parent and Child</u> Working Sufficient Hours	 <u>Second Adult and Child</u> Working Sufficient Hours	Yes	Yes	Yes—R4 & R4 aid code (or R7 for TCF) Since separate CF households, each household will receive a benefit (two benefits total).
E two separate CF households residing at the same address	 <u>Parent and Child</u> Working Sufficient Hours	 <u>Second Adult and Child</u> Not Working Sufficient Hours	Yes (1 st HH)	Yes (The second adult does not affect first household's ability to receive WINS).	Yes, the first household is eligible for WINS.—R4 aid code (or R7 for TCF) No, the second household is not eligible for WINS.
F one CF household	 <u>Parent and Child</u> Working Sufficient Hours	 <u>Second Adult Receiving SSI and Child</u> Not Working Sufficient Hours	Yes Second adult receiving SSI is not a WEI.	Yes Work hours for second adult are irrelevant since he/she is not a WEI.	Yes—R4 aid code (or R7 for TCF) Household is eligible for one benefit.
G one CF household	 <u>Parent (Head-of-Household), 17-Yearold Parent, and Grandchild</u> Parent Working Sufficient Hours 17-Yearold Not Working		Yes Older parent is a WEI, but teen parent is not because he/she is not head-of-household.	Yes Elder parent is working sufficient hours. Work hours for teen parent are not applicable in this scenario.	Yes—R4 aid code (or R7 for TCF) Household is eligible for one benefit.
H one CF household	 <u>Parent, 17-Yearold Parent (Head-of-Household),</u>		Yes Older parent and teen parent are WEIs since teen parent is	Yes	Yes—R4 aid code (or R7 for TCF) Household is eligible for one benefit.

SCENARIOS	HOUSEHOLD MEMBERS		ARE ANY ADULTS IN HOUSEHOLD WEIS?	ARE ANY WEIS WORKING SUFFICIENT HOURS?	IS HOUSEHOLD ELIGIBLE FOR WINS?
	<p align="center"><u>and Grandchild</u> Parent Working Sufficient Hours 17-Yearold Working Sufficient Hours</p>		head-of-household.		
<p align="center">I one CF household</p>	<p align="center">  <u>Parent,</u> <u>17-Yearold Parent (Head-of-Household),</u> <u>and Grandchild</u> Parent Not Working Sufficient Hours 17-Yearold Working Sufficient Hours </p>		<p>Yes</p> <p>Older parent and teen parent are WEIs since teen parent is head-of-household.</p>	<p>Yes</p> <p>Older parent is not working sufficient hours but irrelevant since HoH is meeting hours</p>	<p>Yes—R4 aid code (or R7 for TCF)</p> <p>Household is eligible.</p>
<p align="center">J one CF household residing with a non-CF recipient</p>	<p align="center">  <u>17-Year old Parent (Head-of-CF Household),</u> <u>and Child</u> Working Sufficient Hours </p>	<p align="center">  <u>Parent of 17-Year old (not receiving CF)</u> Not Working Sufficient Hours </p>	<p>Yes.</p> <p>Teen parent is a WEI since he/she is head-of-household. Older parent is not in CF household, therefore not a WEI.</p>	<p>Yes</p> <p>Work hours for older parent are irrelevant since he/she is not in the CF household.</p>	<p>Yes—R4 aid code (or R7 for TCF)</p> <p>Household is eligible for one benefit.</p>
<p align="center">K one CF household</p>	<p align="center">  <u>Parent, Step-Parent, Step-Child,</u> <u>and Child-in-Common</u> Working Sufficient Hours </p>		<p>Yes</p> <p>Both parents are WEIs because they have a child-in-common.</p>	<p>Yes</p> <p>Since the adults have a child-in-common, this is a two-parent case (35-hours per week requirement applies/hours may be combined).</p>	<p>Yes—R5 aid code (R8 for TCF)</p> <p>Household is eligible for one benefit.</p>

SCENARIOS	HOUSEHOLD MEMBERS	ARE ANY ADULTS IN HOUSEHOLD WEIS?	ARE ANY WEIS WORKING SUFFICIENT HOURS?	IS HOUSEHOLD ELIGIBLE FOR WINS?
<p>L</p> <p>one CF household</p>	 <p><u>Parent, Step-Parent, and Child</u> Either Parent Working Sufficient Hours</p>	<p>Yes</p> <p>A step-parent is considered a WEI in WINS (WINS eligibility is not tied to CalWORKs so consideration of step-parents is different than in CalWORKs)</p>	<p>Yes</p> <p>This is a two-parent case (35-hours per week requirement applies/hours may be combined).</p>	<p>Yes—R5 aid code (or R8 for TCF)</p> <p>Household is eligible for one benefit</p>
<p>M</p> <p>one CF household with member(s) receiving CFAP benefits</p>	 <p><u>CFAP Parent and CF Child</u> Parent Working Sufficient Hours</p>	<p>Yes</p> <p>The adult's immigration status does not preclude him/her from receiving a state-funded TANF benefit (i.e., WINS).</p>	<p>Yes</p>	<p>Yes—R6 aid code (or R9 for TCF)</p> <p>Household is eligible for one benefit</p> <p>(Although the adult receives CFAP and the child receives regular CF, they are still in one CF household)</p>