

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



April 24, 2000

ALL COUNTY INFORMATION NOTICE NO. I-44-00

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

SUBJECT: RESPONSIBILITIES OF STATE/COUNTY IN COMPLYING WITH ASSURANCE OF COMPLIANCE AGREEMENT USED BY VENDORS, CONTRACTORS AND SUBCONTRACTORS

REFERENCE: CALIFORNIA DEPARTMENT OF SOCIAL SERVICES' MANUAL OF POLICY AND PROCEDURES (MPP) DIVISION 21-103

The purpose of this notice is to remind county welfare departments of specific requirements stipulated in the Department's All County Letter (ACL) No. 99-03, dated January 7, 1999. Counties that implement CalWORKs and other social service programs/activities are required to ensure that vendors, contractors, subcontractors, consultants and other providers of services execute and comply with written assurance of compliance with nondiscrimination laws. To assist in this compliance, a sample Assurance of Compliance Agreement is enclosed. It may be modified to meet county needs as long as all legally-required citations are included in any agreement between the counties and their vendors, contractors, subcontractor or providers.

In addition, staff of all vendors/contractors, who provide services to applicants/recipients of CalWORKs, must be provided Division 21 civil rights and cultural awareness training as part of their employment.

If you have any questions regarding this notice, please contact the Civil Rights Bureau at (916) 654-2107.

Sincerely,

JEANNE RODRIGUEZ
Deputy Director
Office of Human Rights

Attachments

ASSURANCE OF COMPLIANCE WITH
THE _____ COUNTY
WELFARE DEPARTMENT

NONDISCRIMINATION IN STATE
AND FEDERALLY-ASSISTED PROGRAMS

NAME OF VENDOR/RECIPIENT

HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964 as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; the Food Stamp Act of 1977, as amended, and in particular Section 272.6; Title II of the Americans with Disabilities Act of 1990; California Civil Code, Section 51 et seq., as amended; California Government Code Section 11135-11139.5, as amended; California Government Code Section 12940 (c), (h) (1), (i), and (j); California Government Code, Section 4450; Title 22, California Code of Regulations Section 98000–98413; the Dymally-Alatorre Bilingual Services Act; Section 1808 Removal of Barriers to Inter Ethnic Adoption Act of 1996 and other applicable federal and state laws, as well as their implementing regulations [including 45 Code of Federal Regulations (CFR) Parts 80, 84, and 91; 7 CFR Part 15; and 28 CFR Part 35], by ensuring that employment practices and the administration of public assistance and social services programs are nondiscriminatory, to the effect that no person shall because of age, sex, color, disability, national origin, race, marital status, religion or political affiliation be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal and state assistance; and THE VENDOR/RECIPIENT HEREBY GIVES ASSURANCE THAT administrative methods/procedures which have the effect of subjecting individuals to discrimination or defeating the objectives of the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Chapter 21, will be prohibited.

BY ACCEPTING THIS ASSURANCE, the vendor/recipient agrees to compile data, maintain records and submit reports as required, to permit effective enforcement of the aforementioned laws, rules and regulations and permit authorized CDSS and/or federal government personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance. If there are any violations of this assurance, CDSS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Welfare and Institutions Code Section 10605, or Government Code Section 11135-11139.5, or any other laws, or the issue may be referred to the appropriate federal agency for further compliance action and enforcement of this assurance.

THIS ASSURANCE is binding on the vendor/recipient directly or through contract, license, or other provider services, as long as it receives federal or state assistance.

Date

Vendor Director's Signature

Address of vendor/recipient

(03/00)