

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



October 17, 1996

ALL COUNTY INFORMATION NOTICE I-56-96

REASON FOR THIS TRANSMITTAL

TO: ALL COUNTY WELFARE DIRECTORS

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

SUBJECT: AID TO FAMILIES WITH DEPENDENT CHILDREN (AFDC) -
REDUCED INCOME SUPPLEMENTAL PAYMENT REQUEST (CA 40)

The purpose of this notice is to transmit the revised Aid to Families with Dependent Children (AFDC) Reduced Income Supplemental Payment Request (RISP), CA 40 (9/96). The RISP is reformatted to clarify applicants' instructions and provide a more logical flow of the applicant questions. The County Use Only section is revised to allow certain sections to be skipped if they are not applicable and to include a line in the calculation for "Unmet needs of ineligible alien child(ren)." See Attachment I for an outline of the specific changes.

STOCK

The CA 40 is designated as a required form and no substitutes are permitted. The CA 40 will be printed with English on one side and Spanish on the other side. The instructions will no longer be printed on the back of the form; however, a copy of the revised instructions is attached to this letter. Stock may be ordered from the California Department of Social Services (CDSS) Warehouse according to the forms ordering procedures in the County Forms Catalog upon receipt of the Notice of Change form (Gen 127), which is issued when stock is available.

CONTACTS and TRANSLATIONS

Camera-ready copies of the CA 40 (9/96) in English and Spanish are expected to be available at a later date and counties may order by calling the Forms Management Unit at (916) 657-1907 or CALNET 437-1907. Camera-ready copies of the Asian language (Chinese, Cambodian, and Vietnamese) versions will also be available and counties may order by either calling the Language Services Bureau at (916) 464-1282 or FAX their request to (916) 657-3429 or CALNET AT 473-3429.

If you have questions regarding this notice and/or the CA 40 form, you may contact Donna Morgan of the AFDC Policy Implementation Bureau at (916) 654-5709 or CALNET 464-5709.

Sincerely,

A handwritten signature in black ink that reads "Bruce Wagstaff". The signature is written in a cursive style with a large, stylized initial "B".

BRUCE WAGSTAFF
Deputy Director
Welfare Programs Division

c: CWDA

Attachment

REVISIONS MADE TO THE RISP, CA 40 (9/96) FORM:

Changes in the recipient section include:

- A new second bullet is added stating "You can only get extra money if your income dropped or stopped and **not** for other reasons such as **birth of a child, clothing** needs for children returning to school or you need to **move**."
- The bullet stating "You can get only one extra payment per month" is deleted.
- "CASE NUMBER" and "WORKER NAME/NUMBER" are moved to the "COUNTY USE ONLY" section.
- Numbers 2 through 4 in the left column are rearranged and renumbered.
- Number 4, left column, is reformatted and repeats the statement "Apply only in the month that your income dropped or stopped, not the month before or after." "We want extra money" is revised to state "This money is for the month of," and asks client to "List expected income and expenses for that month: (*Do not list your grant amount*)."
- Certification Section, in signature area, "ADDRESS" line is changed to "PHONE" and "MESSAGE PHONE."

Changes in the "COUNTY USE ONLY" section include:

- "CASE NUMBER/WORKER NAME/NUMBER" is moved to this section.
- A line to show "ACTUAL GRANT AMOUNT (RISP Month)" is added.
- "Note" is relocated from under A1 to directly above Section A and is revised to state "If disregards were not allowed due to late CA 7/SAWS 7 or job quit without good cause in the computation of grant issued for RISP month, refigure grant allowing them in Sections A and B. Otherwise, skip to C1 using actual grant amount in D1." If CA 7/SAWS 7 was timely and there was no job quit without good cause, the worker is instructed to skip Sections A and B.

Section A is revised:

- Items 2-3 Additional lines for computation of disregard subtotals are added.
- Item 8 The phrase "Child/Spousal" is added to "Court Ordered Support Paid."
- Item 9 A line for the calculation of "Unmet needs of ineligible alien child(ren)" is added.

Section D is revised:

- Item 1 Parenthetical information now reads "Grant Amount (Use B6) or actual grant."
- Item 2 A new line for the calculation of "O/P adjustment (if used in actual grant computation)" is added.
- Item 3 New line for the calculation of "Special Need (if used in actual grant computation)" is added.