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

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ARNOLD SCHWARZENEGGER  
GOVERNOR

REASON FOR THIS TRANSMITTAL

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

August 31, 2010

ALL COUNTY LETTER NO. 10-40

TO: ALL COUNTY WELFARE DIRECTORS  
ALL CalWORKs PROGRAM SPECIALISTS  
ALL FOOD STAMP COORDINATORS  
ALL COUNTY CONSORTIUM PROJECT MANAGERS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS  
(CalWORKs): CHANGES TO THE SAWS 2A QR- RIGHTS AND RESPONSIBILITIES FORM

REFERENCE: GOVERNOR'S EXECUTIVE ORDER S-09-10

The purpose of this All County Letter is to inform County Welfare Departments (CWDs) of changes that have been made to the SAWS 2A QR – Rights and Responsibilities form. The former version of the SAWS 2A QR is obsolete and has been removed from the internet; CWDs shall use the revised form immediately for all new applicants and for recipients at annual redetermination. CWD workers should continue to use current practices in completing and reviewing the SAWS 2A QR with clients.

Background:

The Governor issued Executive Order (EO) S-09-10 on June 24, 2010. One of the purposes of the EO was to direct the California Department of Social Services (CDSS) to take all necessary steps to ensure that California Work Opportunity and Responsibility to Kids (CalWORKs) clients acknowledge the intent of their cash aid. In response to this EO, new language has been added to the SAWS 2A QR form to inform CalWORKs clients that one of the many intended purposes of their cash aid is to help meet their family's basic needs, including shelter, food, and clothing.

CDSS has also added language to the SAWS 2A QR form informing CalWORKs clients of their rights to have reasonable access to their cash aid, to be provided with information about how to use their Electronic Benefit Transfer (EBT) card, and to be provided information about how to locate access points for EBT cards. CDSS will be issuing an All County Information Notice with information on recent changes to the locations of EBT access points.

Changes to the SAWS 2A QR:

The "YOUR RIGHTS" section on page one of the SAWS 2A QR has been revised to add the following phrases:

26. *To have reasonable access to a location where I can withdraw my cash benefits with no or minimal costs,*

27. *To get a brochure that will tell me how to use my EBT card and how to get my cash benefits at no or minimal costs,*

28. *To get a list of surcharge-free ATMs and stores where I can get cash back at no cost when I make a purchase with my EBT card. I can get a list of these locations from my county worker or at [www.ebt.ca.gov](http://www.ebt.ca.gov).*

The Applicant/Recipient Certification section on page ten of the SAWS 2A QR form has been revised to add the phrase:

*I understand that one of the intended purposes for the cash aid is to help meet the basic needs of my family, including housing, food and clothing.*

Camera Ready Copies and Translations:

For a camera-ready copy of English forms, contact the Forms Management Unit at [fmudss@dss.ca.gov](mailto:fmudss@dss.ca.gov). If your office has Internet access, you may obtain this form from the CDSS web page at: <http://www.cdss.ca.gov/cdssweb/entres/forms/English/SAWS2AQR.pdf>. When translations are completed, they are posted on an ongoing basis on our web site at: [http://www.dss.cahwnet.gov/cdssweb/FormsandPu\\_274.htm](http://www.dss.cahwnet.gov/cdssweb/FormsandPu_274.htm). For questions on translated materials, please contact Language Services at (916) 651-8876.

Contacts:

If you have any questions or need any additional information regarding this letter, please contact your CalWORKs County Consultant, or call the CalWORKs Eligibility Bureau at (916) 654-1322.

Sincerely,

***Original Document Signed By:***

CHARR LEE METSKER  
Deputy Director  
Welfare to Work Division

Enclosure