



CDSS

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DEPARTMENT OF SOCIAL SERVICES

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ARNOLD SCHWARZENEGGER
GOVERNOR

October 6, 2010

ALL COUNTY LETTER NO. 10-44

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY EBT COORDINATORS
ALL CALWORKS PROGRAM SPECIALISTS
ALL COUNTY SPECIAL INVESTIGATIVE UNITS

SUBJECT: OUT-OF-STATE ELECTRONIC BENEFIT TRANSFER (EBT) CARD
USAGE REPORTS

REFERENCE: ALL COUNTY LETTER (ACL) NO. 10-01

REASON FOR THIS TRANSMITTAL

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

The purpose of this notice is to inform counties about the availability of a new EBT out-of-state cash transaction report that will enable counties to prioritize their efforts on cases with a potentially higher likelihood of not residing in California. The report identifies cases that have performed 100 percent of their EBT cash and food stamp transactions outside of California in a given month. Counties will follow the instructions specified in ACL No. 10-01 to determine whether the case remains eligible for aid, should be discontinued, and/or referred for fraud investigation. The initial report will include data for the months of July, August, and September 2010, and will be issued to individual counties by October 15, 2010. Thereafter, an updated monthly report will be issued to counties each month via e-mail. The monthly reports will identify all cases that performed 100 percent of the EBT transactions outside of California in the previous month. The new report will include out-of-state EBT transaction data for all cash aid programs, including county General Assistance (GA). Counties will also be able to access the new reports via the Statewide Automated Reporting System (SARS).

Counties are required to report the outcome of their findings on these cases to CDSS each quarter (see attached sample county reporting form) no later than the 15th day of the first month of the next calendar quarter, **with the first report due by January 15, 2011**. This will allow one calendar quarter for counties to work the reports and send their findings to CDSS. The GA data is provided for county use; however, the counties' findings on the GA cases should **not** be included on the CDSS reporting form. The CDSS reporting form will be automated for counties to complete and send electronically; additional information will be forthcoming. The Department is available to provide technical assistance to

counties on interpreting the data or completing the reporting form and providing policy guidance.

Residency in California is an eligibility requirement for the California Work Opportunity and Responsibility to Kids (CalWORKs) Program and other cash aid programs, such as the Cash Assistance Program for Immigrants and Refugee Cash Assistance. It is presumed that when 100 percent of the EBT transactions in a month are occurring outside of California, the family may no longer be residing in the state. Counties are required to follow the instructions specified in ACL No. 10-01, issued on January 29, 2010, when an individual's residency comes into question. Specifically, county eligibility workers are to contact the assistance unit (AU) to determine if there is a valid reason for the out-of-state transactions (e.g., client lives along the state border and the nearest large market is in the next state or the client is temporarily visiting with friends and relatives who live out of state) before making a referral for fraud investigation. If the AU is nonresponsive or the reason provided is not a valid reason to continue aid (e.g., moved out of state), the county will issue a timely notice of action and discontinue the case and/or refer the case for further investigation as appropriate.

In addition to this new EBT report, counties will continue to have access to two existing EBT transaction reports that may indicate when a recipient is no longer residing in the county or in the state. These two reports list all EBT transactions made outside of the county in which a recipient resides and outside of California. All counties have access to these reports, and they help to identify recipients who may not have reported that they have moved. As with the aforementioned new report, county eligibility workers will need to follow the instructions in ACL No. 10-01 for verifying residency.

If you have any questions regarding this notice or require technical assistance with the new reports or in completing the report form, please contact Rapone Anderson, EBT Unit Manager, at (916) 653-1511 or Stan Cagle, Chief, Program Technology and Support Bureau at (916) 657-3804. For questions about the SARS reports, please contact the EBT Operations Help Desk at (916) 263-6600. For CalWORKs policy questions, please contact your CalWORKs Eligibility county consultant at (916) 654-1322.

Sincerely,

Original Document Signed By:

CHARR LEE METSKER
Deputy Director
Welfare to Work Division

c: CWFIA

Attachment

