



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

REASON FOR THIS TRANSMITTAL

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

June 23, 2011

ALL COUNTY LETTER NO. 11-40

TO: ALL COUNTY WELFARE DIRECTORS  
 ALL CALWORKS PROGRAM SPECIALISTS  
 ALL COUNTY CHILD CARE COORDINATORS  
 ALL COUNTY REFUGEE COORDINATORS  
 ALL COUNTY CALFRESH SPECIALISTS  
 ALL COUNTY WELFARE-TO-WORK COORDINATORS  
 ALL COUNTY CONSORTIUM PROJECT MANAGERS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs): NEW AND REVISED NOTICES OF ACTION (NOA), MESSAGES AND FORMS REGARDING THE NEW 48-MONTH TIME LIMIT FOR CalWORKs ADULTS AND INCOME DISREGARDS INSTITUTED BY SENATE BILL (SB) 72 (CHAPTER 8, STATUTES OF 2011)

REFERENCE: WELFARE & INSTITUTIONS (W&I) CODE SECTIONS 11450.02, 11451.5, 11452, 11453, 11454, 11454.2, and 11454.5; ALL COUNTY LETTER (ACL) 11-29, ACL 11-32, ACL 11-33, ACL 11-34, ACL 11-36, ACL 11-38, and ACL 11-39.

The purpose of this letter is to notify County Welfare Departments (CWDs) of additional new and revised forms, NOAs and NOA messages that have been created or modified to reflect recent changes in the CalWORKs program made by SB 72 (Chapter 8, Statutes of 2011). Specifically, this ACL provides new and revised forms, NOAs and messages as a result of the new 48-month time limit for adult clients, changes to the earned income disregard (EID) and new Maximum Aid Payment (MAP) levels effective July 1, 2011. Other clarifying language changes were made to these forms, NOAs and messages including references to the CalFresh program (formerly known as the Food Stamp program). CWDs should begin using the attached forms and NOAs as soon as administratively feasible.

**NEW AND REVISED FORMS AND NOAs:**

**CW 88-** (6/11) *Diversion Services Coversheet and Agreement* have been modified to reflect the new CalWORKs 48-month time limit. The term Registered Domestic Partner has been added and the example for figuring a diversion period has been revised to reflect the new Maximum Aid Payment (MAP) amount for a family of three as of July 1, 2011.

**CW 2189-** (6/11) *Notice of Your CalWORKs Time Limit at 42<sup>nd</sup> Month on Aid* has been modified to reflect the new CalWORKs 48-month time limit.

**CW 2190A-** (6/11) *CalWORKs 48-Month Time Limit Extender Request Form* has been modified to reflect the new CalWORKs 48-month time limit, with a July 1, 2011 implementation date. Also, Tribal TANF was added to the first paragraph describing the sources of aid that count towards the 48-month time limit, the word “maintain” has been added to time limit extender number four on the form.

**CW 2190B-** (6/11) *CalWORKs 48-Month Time Limit Extender Determination Denial Form* has been modified to reflect the new CalWORKs 48-month time limit.

**CW 2191-** (6/11) *Time on Aid Verification for CalWORKs 48-Month /TANF 60-Month Time Limits* has been modified to reflect the new CalWORKs 48-month time limit.

**CW 2192-** (6/11) *Tracking Non-California TANF Assistance for the Time Limits* has been modified to reflect the new CalWORKs 48-month time limit. Some of the references have been changed to refer to them as “time limits.” Fields have also been added to include a Social Security Number and Date of Birth to identify the client. The field that was formerly entitled “county” has been replaced with “requesting county.” Finally, “eligibility worker name” has been replaced with “information provided by-worker name.”

**NA 274E –** (5/11) *Continuation Page - Overpayment Computations* has been modified to indicate that it is to be used for calculating overpayments for the period January 1, 1998 through June 30, 2011. This NOA retains the method for calculating Disability Based Income (DBI) and EID that is effective until July 1, 2011.

**NA 274F –** (5/11) *Continuation Page - Overpayment Computations* was created for calculating overpayments beginning July 1, 2011. This new NOA includes the revised DBI and EID method for calculating cash aid as a result of SB 72 and should be used to calculate all overpayments occurring on or after July 1, 2011.

**NA 281 –** (5/11) *Continuation Page (Underpayment Calculations)* has been modified to indicate that it is to be used for calculating underpayments for the period

January 1, 1998 through June 30, 2011. This NOA retains the method for calculating DBI and EID that is effective until July 1, 2011.

**NA 281A** –(5/11) Continuation Page (Underpayment Calculations) was created for calculating underpayments beginning July 1, 2011. This new NOA includes the revised DBI and EID method for calculating cash aid as a result of SB 72 and should be used to calculate all underpayments occurring on or after July 1, 2011.

**WTW 16A**-(5/11) Examples Of Family Income (Region 1) and **WTW 16B** –(5/11) Examples Of Family Income (Region 2) have been modified to update MAP figures and the DBI and EID calculations effective July 1, 2011. These forms are intended to show clients the differences in income levels between cash aid, a regular job, and grant-based on-the-job training.

**The NOA messages included in this ACL have been modified to reflect the new CalWORKs 48-month time limit:**

- M40-107 Adden1 (6/11): Child Support collection for CalWORKs 48-month time limit exemption, no previous notice
- M40-107 Adden2 (6/11): Child Support collection for CalWORKs 48-month time limit exemption, previously noticed
- TEMP M40-107a- (6/11): CalWORKs 48-month time limit, time-on-aid (“unticking” months due to temporary exemptions), no previous notice
- M40-107b (6/11): CalWORKs 48-month time limit, time on aid at redetermination or application, previously noticed
- M40-107c (6/11): CalWORKs 48-month time limit, time on aid between 42<sup>nd</sup> and 46<sup>th</sup>
- M40-107f (6/11): CalWORKs 48-month time limit, extended beyond 48 months of aid
- M40-107f1 (6/11): CalWORKs 48-month time limit, extender met after 48<sup>th</sup> month of aid
- M40-107f2 (6/11): CalWORKs 48-month time limit, extender ended
- M40-107j1 (6/11): Application processing, approval after 48 months on aid
- M40-107k (6/11): CalWORKs 48-month time limit, increase grant due to time on aid adjustment
- M81-215E (6/11): Time limit, diversion
- M81-215F (6/11): Time limit, diversion

**CAMERA READY COPIES AND TRANSLATIONS:**

For a camera-ready copy in English, contact the Forms Management Unit at [fmudss@dss.ca.gov](mailto:fmudss@dss.ca.gov) . If your office has internet access you may obtain these forms from the CDSS webpage at:

[http://www.dss.cahwnet.gov/cdssweb/FormsandPu\\_271.htm](http://www.dss.cahwnet.gov/cdssweb/FormsandPu_271.htm).

When all translations are completed per MPP Section 21-115.2, including Spanish forms, they are posted on an on-going basis on our web site. Copies of the translated forms can be obtained 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. Until translations are available, clients who have elected to receive Spanish, Russian, Vietnamese, and written Chinese materials should be sent the GEN 1365 interpretation informing notice with a local contact number.

If you have any questions regarding this All County Letter, please contact your CalWORKs County Consultant at (916) 654-1322.

Sincerely,

***Original Document Signed By:***

CHARR LEE METSKER  
Deputy Director  
Welfare to Work Division

Attachments