



CDSS

WILL LIGHTBOURNE
DIRECTOR

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

744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

November 9, 2015

ALL COUNTY LETTER (ACL) NO. 15-92

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
ALL CALWORKS PROGRAM SPECIALISTS
ALL CALFRESH COORDINATORS
ALL CONSORTIA PROJECT MANAGERS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs): REVISED NOTICE OF ACTION (NOA) MESSAGE REGARDING CALWORKS ELIGIBILITY FOR INDIVIDUALS WITH A PRIOR DRUG FELONY CONVICTION

REFERENCES: ACL NO. [14-100](#); ASSEMBLY BILL [\(AB\) 1468](#) (CHAPTER 26, STATUTES OF 2014).

This ACL transmits a copy of a revised CalWORKs NOA message and informs County Welfare Departments (CWDs) that two NOA messages have become obsolete due to the changes in eligibility for individuals with a prior drug felony conviction in the CalWORKs program. ACL 14-100, dated December 19, 2014, informed CWDs that due to AB 1468, effective April 1, 2015, individuals with a prior drug felony conviction are no longer ineligible for CalWORKs.

Revised NOA Message

M44-307A (11/15) has been revised to remove reference to a member of the family having a prior drug felony conviction as a reason to issue the CalWORKs grant in the form of a voucher/vendor payment. This NOA message is used to inform an applicant or recipient of the payment delivery method. CWDs must begin using this NOA message as soon as administratively possible, but no later than **May 1, 2016**.

Obsolete NOA Messages

M82-832C (01/99) was used to approve cash aid and deny any member(s) of the AU who had a prior drug felony conviction. Because individuals with a prior drug felony conviction are no longer ineligible for CalWORKs, this NOA message is obsolete and should no longer be used.

M82-832D (01/99) was used to change the form of a cash aid payment to a voucher/vendor payment when a member of the AU is convicted of a drug felony. Because individuals with a prior drug felony conviction are no longer ineligible for CalWORKs, this NOA message is obsolete and should no longer be used.

CAMERA READY COPIES AND TRANSLATIONS

For a camera-ready copy in English, contact the CDSS Forms Management Unit at 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.

When all translations are completed per Manual of Policies and Procedures (MPP) Section 21-115.2, they are posted on an on-going basis on the CDSS webpage. Copies of the translated forms can be obtained at: http://www.dss.cahwnet.gov/cdssweb/FormsandPu_274.htm.

For questions on translated materials, please contact the CDSS Language Services at (916) 651-8876. Until translations are available, recipients who have elected to receive materials in languages other than English should be sent the English version of the form or notice along with the *GEN 1365 - Notice of Language Services* and a local contact number.

The CWDs shall ensure that effective bilingual services are provided. This requirement may be met through utilization of paid interpreters, qualified bilingual employees, and qualified employees of other agencies or community resources. These services shall be provided free of charge to the applicant/recipient. In the event that CDSS does not provide translations of a form, it is the CWD's responsibility to provide interpreter services if an applicant or recipient requests them. More information regarding translations can be found in MPP Section 21-115.

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

Sincerely,

Original Document Signed By:

TODD R. BLAND
Deputy Director
Welfare to Work Division

Attachments

Auto ID No.:
Source :
Issued by :
Reg Cite : 44-307

Use Form No. : NA 290
Original Date : 07-01-98
Revision Date : 11-01-15

MESSAGE:

As of _____, all or part of your cash aid will be in the form of a voucher or vendor payment. This means that the county will use your cash aid to pay your landlord and/or utility company directly. The county may also use your cash aid to pay for other living expenses you need.

Here's why:

- [] You asked for a voucher/vendor payment.
- [] You have reached your CalWORKs 48-month time limit.
- [] The law requires that a voucher/vendor payment be made for at least rent and utilities when a parent or caretaker relative will be sanctioned for at least 3 months in a row.

\$_____ will go to rent, \$_____ will go to utilities, \$_____ will go to other living expenses (such as food, clothing, and transportation), which leaves \$_____ for you.

- If you plan to withhold all or part of your rent to make repairs so that your home is fit to live in, you must notify your worker 14 days before your next rental payment.
- If you plan to withhold your rent until your landlord fixes your home so that it is fit to live in, you must notify your worker 14 days before your next rental payment.
- If you plan to move, you must notify your worker of your new landlord's name and address, and how much your rent is, 14 days prior to your move.

- **Your county worker cannot give you legal advice.** If you plan to withhold all or part of your rent, you should speak to a legal aid attorney or tenant's rights advocate.

You may call: _____

INSTRUCTIONS: Use message to inform applicant/recipient of the payment delivery.
This message replaces M44-307A dated 11-01-02.

Issue: Application Processing
Title: Drug Felons

Auto ID No.:
Source :
Issued by :
Reg Cite : W&IC 11251.3, 11453.2,
44-307, 82-832.19

Use Form No. : NA 200
Original Date : 01-01-98, New
Revision Date : 01-01-99

MESSAGE:

As of _____, the County has approved cash aid and Medi-Cal for some members of your family. The first day of cash aid is _____. The first month's cash aid is \$_____.

All or part of your cash aid will be in the form of a voucher/vendor payment. This means that the county will use your cash aid to pay your landlord and/or utility company directly. The county may also use your cash aid to pay for other living expenses you need.

Here's why:

_____ has been convicted of a felony on or after January 1, 1998 for having, using or selling a controlled substance.

The law requires a voucher/vendor payment be made when you have been convicted of a drug-related felony for the above reasons.

\$_____ will go to rent, \$_____ will go to utilities, \$_____ will go to other living expenses (such as food, clothing, and transportation), which leaves \$_____ for you.

- If you plan to withhold all or part of your rent to make repairs so that your home is fit to live in, you must notify your worker 14 days before your next rental payment.
- If you plan to withhold your rent until your landlord fixes your home so that it is fit to live in, you must notify your worker 14 days before your next rental payment.
- If you plan to move, you must notify your worker of your new landlord's name and address, and how much your rent is, 14 days prior to your move.

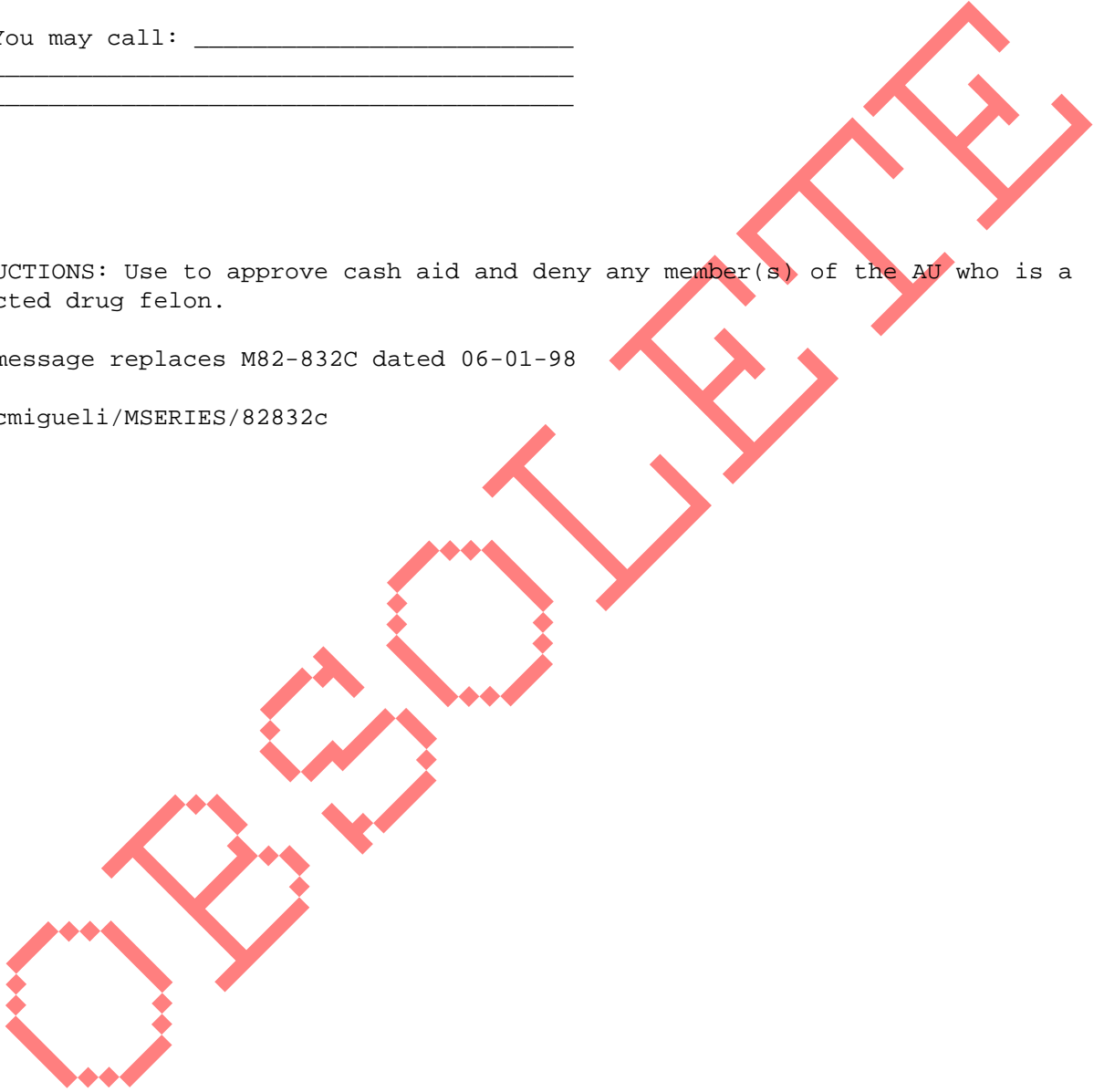
- **Your county worker cannot give you legal advice.** If you plan to withhold all or part of your rent, you should speak to a legal aid attorney or tenant's rights advocate.

You may call: _____

INSTRUCTIONS: Use to approve cash aid and deny any member(s) of the AU who is a convicted drug felon.

This message replaces M82-832C dated 06-01-98

file:cmigueli/MSERIES/82832c



Auto ID No.:
Source :
Issued by :
Reg Cite : W&IC 11251.3, 11453.2,
44-307, 82-832.19

Use Form No. : NA 200
Original Date : 01-01-98, New
Revision Date : 01-01-99

MESSAGE:

As of _____, the County is changing your cash aid from \$_____ to \$_____. Also, all or part of your cash aid will be in the form of a voucher/vendor payment. This means that the county will use your cash aid to pay your landlord and/or utility company directly. The county may also use your cash aid to pay for other living expenses you need.

Here's why:

_____ and _____ cannot get cash aid because he/she has been convicted of a felony on or after January 1, 1998 for having, using or selling a controlled substance.

The law requires that a voucher/vendor payment be made when you have been convicted of a drug-related felony for the above reasons.

\$_____ will go to rent, \$_____ will go to utilities, \$_____ will go to other living expenses (such as food, clothing, and transportation), which leaves \$_____ for you.

- If you plan to withhold all or part of your rent to make repairs so that your home is fit to live in, you must notify your worker 14 days before your next rental payment.
- If you plan to withhold your rent until your landlord fixes your home so that it is fit to live in, you must notify your worker 14 days before your next rental payment.
- If you plan to move, you must notify your worker of your new landlord's name and address, and how much your rent is, 14 days prior to your move.

- **Your county worker cannot give you legal advice.** If you plan to withhold all or part of your rent, you should speak to a legal aid attorney or tenant's rights advocate.

You may call: _____

INSTRUCTIONS: Use to change the cash aid and change the form of payment to a voucher/vendor payment when a member of the AU is a convicted drug felon.

This message replaces M82-832D dated 06-01-98.

file: cmigueli/MSERIES/82832d

