

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, California 95814



July 31, 2000

ALL COUNTY LETTER NO. 00-50

TO: ALL COUNTY WELFARE DIRECTORS  
ALL CalWORKs PROGRAM SPECIALISTS

REASON FOR THIS TRANSMITTAL

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

SUBJECT: INCREASES TO THE MAXIMUM AID PAYMENT (MAP) AND MINIMUM BASIC STANDARD OF ADEQUATE CARE (MBSAC) LEVELS IN THE CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) PROGRAM

REFERENCE: WELFARE & INSTITUTIONS CODE SECTIONS 11450, 11452 AND 11453

The purpose of this letter is to inform you of increases to the Maximum Aid Payment (MAP) and Minimum Basic Standards of Adequate Care (MBSAC) levels in the CalWORKs program which are effective October 1, 2000. The increases are due to provisions in law which call for an annual Cost-of-Living Adjustment (COLA). This year's COLA increases the MAP and MBSAC by 2.96 percent.

The new MBSAC amounts will affect only families that apply for CalWORKs on or after October 1, 2000. The increased amounts in the In-Kind Income portion of the tables affect both recipients and new applicants of CalWORKs who state they earn or receive in-kind income for any of the need items listed on this table. The new MAP levels are used in determining the aid payments for October 2000 and subsequent months. The new CalWORKs Payments Standards tables for Region 1 and Region 2 are included in Attachments 1A and 1B and are provided to assist you in implementing the changes.

**CalWORKs and Food Stamp Mass Informing Notice**

Attachments 2A and 2B provide you with the mass informing stuffers you should use to notify CalWORKs recipients of the new MAP levels. Attachment 2A is designed for residents of Region 1, and 2B for Region 2 residents. These stuffers provide information about the changes in cash aid standards and serve as advance notification to CalWORKs recipients. Both attachments contain language to inform households that food stamps may be reduced due to the increase in cash aid. In addition, the stuffer includes the State's toll free number for public inquiries. Those calling the number will hear a taped message concerning the changes and hearing rights

associated with law changes. The taped message will be provided in English and Spanish. The attached stuffers must be sent to current CalWORKs recipients so that they are received no later than October 1, 2000.

### **CalWORKs Notice of Action (NOA) Language**

Attachment 3 provides a Notice of Action (NOA) for county use. Counties may, but are not legally required to, issue NOAs for increases in grants resulting solely from the law change.

### **Refugee Cash Assistance (RCA)**

RCA recipients are to receive the COLA in the MBSAC and MAP, equivalent to the COLA provided to CalWORKs recipients.

### **Food Stamp Information**

Adjustments in Food Stamp benefits resulting from cash aid changes are considered a mass change as provided in Manual of Policies and Procedures (MPP) 63-504.392. The mass informing stuffers provided in Attachments 2A and 2B contain the necessary information for advising Public Assistance Food Stamp households of benefit changes. An individual Notice of Change (DFA 377.4) is not required if the sole reason for the change in benefits is the MAP increase.

The following describes how to treat the CalWORKs MAP increase supplemental payment received by Food Stamp households:

For monthly reporting households subject to retrospective budgeting, if the County Welfare Department (CWD) sends a supplemental payment for the MAP increase in the month of October for the month of October, but did not have time to prospectively budget the supplemental payment, the CWD must retrospectively budget the October supplement in December 2000 [MPP 63-503.232(c)(5)(A)].

However, if the October supplement is not sent until November, it is considered a non-recurring lump sum payment for Food Stamp Program purposes and is counted as a resource in the month of November [MPP 63-502.2(j)]. This provision applies to retrospectively budgeted households as well as prospectively budgeted households.

### **Translations and Camera-Ready Copies**

Spanish translations of the informing notices for Region 1 and 2 (Temp 2160 and Temp 2160A) and the Notice of Action form M44-315 are attached for your use. Typically, Language Translation Services (LTS) will mail Russian and Asian (Chinese, Cambodian and Vietnamese) translations to your CalWORKs Forms Coordinator in six to eight weeks. However, to ensure that counties have the necessary translations prior to

September 1, LTS will mail camera-ready translations in a special mailing by mid-August. You do not need to initially request forms or messages from LTS. To order additional camera-ready forms or messages, fax your request to LTS at (916) 657-3429 or e-mail to [LTS@dss.ca.gov](mailto:LTS@dss.ca.gov).

For a camera-ready copy and/or an additional copy of an English form, please call the Forms Management Unit (FMU) at (916) 657-1907. If your office has Internet access, you may obtain various forms (not including messages) from the CDSS web page at: <http://www.dss.cahwnet.gov>. If the name, mailing address or e-mail address of your CalWORKs Forms Coordinator changes, please contact FMU by telephone at (916) 657-1907 or by e-mail at [fmu@dss.ca.gov](mailto:fmu@dss.ca.gov).

Your CalWORKs Forms Coordinator is to distribute forms and NOA messages to each program and location. Each county shall provide bilingual/interpretive services and written translations to non-English or limited English speaking populations as required by the Dymally-Alatorre Bilingual Services Act (Government Code Section 7290 et seq.) and by State regulations in the Manual of Policies and Procedures (MPP), Division 21, Civil Rights Nondiscrimination, Section 115. Among other things, this regulation section contains requirements for providing forms in the applicant's or recipient's primary language.

### **Contacts**

If you have any questions regarding the CalWORKs MAP and MBSAC increases, please contact Bev Skillicorn at (916) 654-1068 or CALNET 464-1068. Questions about RCA should be addressed to Linda Keene at (916) 654-2602 or CALNET 464-2602. For questions regarding the treatment of the MAP increase in the Food Stamp budget, you may contact Ernie Villalobos at (916) 657-1680 or CALNET 437-1883.

Sincerely,  
***Original document signed by  
Bruce Wagstaff on 7/31/00***  
BRUCE WAGSTAFF  
Deputy Director  
Welfare to Work Division

Attachment

c: CWDA  
CSAC