

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



January 25, 1999

ALL-COUNTY LETTER NO. 99-06

REASON FOR THIS TRANSMITTAL

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

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: EXPANDED CALIFORNIA FOOD ASSISTANCE PROGRAM (CFAP) REPORTING

REFERENCE: All County Letter (ACL) 98-66 (September 1, 1998); ACL 98-76 (September 25, 1998); and County Fiscal Letter Number 98/99-52 (December 17, 1998)

This letter provides counties with information on a change in food stamp statistical reporting due to the passage of Assembly Bill (AB) 2779 (Chapter 329, Statutes of 1998). The legislation expanded the existing California Food Assistance Program (CFAP) to include persons 18 years of age and older. Therefore, the persons count for "Under 18" and "65 and older" on the Food Stamp Program Monthly Caseload Movement Statistical Report (DFA 296 (9/97)) is no longer applicable. In place of the age delineation, the DFA 296 is changed to delineate the persons count between Singles and Families. The reason for this change is that expenditures attributable to families are countable toward the State's TANF Maintenance of Effort (MOE). Families are defined as including a dependent minor child or children and Singles are defined as individuals 18 years of age and older without dependent minor child/children.

The revised DFA 296 (1/99) must be used beginning with the January, 1999 report month, due in February. However, to meet legislative and the California Department of Social Services (CDSS) fiscal management reporting requirements, counties must provide the number of persons 18 and older that received CFAP for the months of September, October, November and December, 1998. Counties must also provide the persons count for Singles and Families as defined in paragraph one of this letter. Please submit the September through December, 1998 data for persons 18 and older that received CFAP, and the persons counts for Singles and Families, on the attached SUPPLEMENTAL DATA COLLECTION form, no later than March 1, 1999.

A copy of the revised DFA 296 (1/99) report and instructions on how to report the new data elements in PART B, Item 8 are included with this letter. Copies can be made of the report until a supply is available in the warehouse. Timely submission of the monthly DFA 296 report is important since the data is used to determine CFAP administrative costs. Instructions on how to use the data from the DFA 296 to calculate administrative costs have been provided by the Fiscal Policy Branch in County Fiscal Letter No. 98/99-52 (December 17, 1998) for the October through December 1998 quarter.

If you have any questions regarding the reporting of data on the DFA 296 (1/99), please contact Ginger Simpson, Data Operations Branch, at (916) 323-7536. Direct program and eligibility questions about the CFAP to Ernie Villalobos, Food Stamp Bureau, at (916) 657-1680. Direct questions about County Fiscal Letter 98/99-52 to your Fiscal Policy Analyst at (916) 657-3440

***Original Document Signed By
Bruce Wagstaff on 1/25/99***

BRUCE WAGSTAFF
Deputy Director
Welfare to Work Division

Attachments

c: CWDA

Send one copy to: Department of Social Services
 Reports Unit, M.S. 19-81
 P.O. Box 944243
 Sacramento, CA 94244-2430
 FAX: (916) 322-9254

FOOD STAMP PROGRAM MONTHLY CASELOAD MOVEMENT STATISTICAL REPORT

Fiscal Report Month - Cut off Date _____

Calendar Report Month

COUNTY	COUNTY CODE
REPORT MONTH AND YEAR	

PART A. APPLICATIONS FOR FOOD STAMPS

1. Pending from last month (Item 5 last month, or explain).....			01
2. Received during the month.....			02
3. Total during the month (Sum of 1 and 2).....			03
4. Disposed of during month (Sum of a, b, and c below).....			04
a. Total approved (Same as Part B, 7a).....	TOTAL		05
(1) In over 30 days (CWD caused).....	PAFS	NAFS	06
b. Denied.....	PAFS	NAFS	08
(1) In over 30 days (CWD caused).....	PAFS	NAFS	10
c. Withdrawn.....	PAFS	NAFS	12
5. Applications pending at end of month (3 minus 4 above).....			14

PART B. CERTIFIED CASELOAD MOVEMENT

6. Cases brought forward from last month (item 10 last month or explain).....			PAFS	NAFS
7. Cases added during month (Sum of a, b, and c, below).....			17	18
a. Applications approved.....	PAFS		NAFS	
	Federal	Fed/State	Federal	Fed/State
b. Transfer in assistance classification from PAFS or NAFS.....	19	20	21	22
c. Other approvals.....	23	24	25	26
8. Total cases open during month (Certified eligible to participate during the report month) (Sum of 6 and 7 above and also the sum of a, b, and c below).....			27	28
a. Pure federal cases.....			29	30
1. Federal persons in 8a. Cases plus federal persons in 8b cases.....	FEDERAL PERSONS		STATE PERSONS COUNT	
			Singles	Families
b. Federal/State combined cases.....	35	36	37	38
c. Pure state cases.....	39	40	41	42
9. Cases terminated during the report month.....			43	44
10. Cases carried forward to next month (8 minus 9).....			45	46

PART C. RECERTIFICATIONS

11. Number of recertifications disposed of during the report month (sum of a and b, below).....			48	49
a. Determined continuing eligible.....	PAFS		NAFS	
	Federal	Federal/State	Federal	Federal/State
b. Determined ineligible.....	50	51	52	53
12. Overdue recertifications (CWD caused).....	54	55	56	57

COMMENTS:

REPORT PREPARED BY:	TELEPHONE	DATE
	()	

**NEW INSTRUCTIONS FOR LINE 8 OF THE
REVISED DFA 296 (1/99)**

PART B. CERTIFIED CASELOAD MOVEMENT

8. **Total Cases Open During Month** – Enter the number of cases (households) by assistance classification that were certified eligible to participate during the report month. This is the sum of 6 and 7 above, and also the sum of a, b, and c, below.

a. Enter in cells 33 and 34 the number of cases that consist entirely of federally eligible persons that were certified eligible to participate during the report month.

1. Enter in cell 35 (FEDERAL PERSONS) the total number of federal persons certified eligible in the cases entered in cells 33 and 34 (8a - Pure federal cases) and cells 38 and 39 (8b - Federal/State combined cases).

b. Enter in cell 36 (STATE PERSONS COUNT - Singles) the number of state persons in cells 38 and 39 (Federal/State combined cases) that are 18 years of age and older who have no dependent child/children.

Enter in cell 37 (STATE PERSONS COUNT – Families) the number of state persons in families that include dependent children.

Enter in cells 38 and 39 (Federal/State combined cases) the number of cases that consist of federal and state eligible persons that were certified eligible to participate during the report month.

c. Enter in cell 40 (STATE PERSONS COUNT – Singles) the number of state persons in the state cases that are 18 years of age and older who have no dependent child/children.

Enter in cell 41 (STATE PERSONS COUNT – Families) the number of state persons in families that include dependent children.

Enter in cells 42 and 43 (Pure state cases) the number of cases that consist entirely of state eligible persons that were certified eligible to participate during the report month.

Send one copy to:

Department of Social Services
 Reports Unit, M. S. 19-81
 P. O. Box 944243
 Sacramento, CA 94244-2430
FAX: (916) 322-9254

CALIFORNIA FOOD ASSISTANCE PROGRAM (CFAP)

SUPPLEMENTAL DATA COLLECTION

County	County Code
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PART A	1998			
	September	October	November	December
1. Total CFAP persons 18 years of age and older.....				
a. State persons in pure state cases.....				
b. State persons in federal/state combined cases.....				

PART B				
1. Total CFAP persons - families *.....				
a. State persons in pure state cases.....				
b. State persons in federal/state combined cases.....				
2. Total CFAP persons - singles**.....				
a. State persons in pure state cases.....				
b. State persons in federal/state combined cases.....				

* Families are defined as including a dependent minor child or children.

** Singles are defined as individuals 18 years of age and older without dependent minor child/children.

COMMENTS

Person to contact regarding this report	Telephone Number ()
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