



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

September 30, 2013

ALL COUNTY WELFARE DIRECTORS LETTER

TO: ALL COUNTY WELFARE DIRECTORS

FROM: TODD R. BLAND
Deputy Director
Welfare to Work Division

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS
(CalWORKs) AND CALFRESH PROGRAMS COUNTY CERTIFICATION
OF SEMI-ANNUAL REPORTING (SAR) IMPLEMENTATION

The purpose of this letter is to request completion and submittal of the attached certificate of implementation form from each County Welfare Department (CWD) Director. This form must be completed and provided to the Director of the California Department of Social Services (CDSS) upon implementation of SAR in each county in the CalWORKs and CalFresh programs, pursuant to All County Letter No. 12-25.

BACKGROUND

Assembly Bill (AB) 6 (Chapter 501, Statutes of 2011) requires the CDSS to replace the current Quarterly Reporting/Prospective Budgeting (QR/PB) system with a SAR system for the CalWORKs program. This bill also requires CDSS to adopt the SAR system in CalFresh to the extent permitted by federal law, regulations, waivers, and directives, in a cost-effective manner that promotes compatibility between the two programs and minimizes the potential for payment errors.

AB 6 states that upon implementing SAR, each county shall provide a certificate to the Director of CDSS certifying that SAR has been implemented in the county. AB 6 further states that upon filing the certificate, a county shall comply with the SAR provisions of AB 6.

REASON FOR THIS TRANSMITTAL

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

All County Welfare Directors Letter
Page Two

Please submit the attached signed certification within 30 days of implementing SAR.

For questions about SAR in the CalWORKs program, please call the CalWORKs Eligibility Bureau at (916) 654-1322. For questions about SAR in the CalFresh program please call the CalFresh Policy Bureau at (916) 654-1896.

Attachment

DATE

TO: Will Lightbourne, Director
California Department of Social Services
CalWORKs Eligibility Bureau
744 P Street, M.S. 8-8-31
Sacramento, CA 95814
Attention: SAR Implementation Certificate

FROM: Name
Title

SUBJECT: Certification of Semi-Annual Reporting Implementation in _____
County.

Dear Mr. Lightbourne:

I affirm that _____ County has implemented Semi-Annual Reporting (SAR) in both the California Work Opportunity and Responsibility to Kids (CalWORKs) and CalFresh programs. All Quarterly Reporting households not subject to Annual Reporting or Change Reporting are now SAR households and are subject to SAR reporting rules, as outlined in AB 6 (Chapter 501, Statutes of 2011) and All County Letter No.12-25.

If you have any questions regarding _____ County's SAR implementation, please contact me at _____ or contact _____ (staff) at _____.