



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

July 14, 2017

ALL COUNTY INFORMATION NOTICE (ACIN) NO. I-41-17

TO: ALL COUNTY WELFARE DIRECTORS
ALL CIVIL RIGHTS COORDINATORS
ALL CALFRESH COORDINATORS
ALL CALWORKS COORDINATORS
ALL CONSORTIA PROJECT MANAGERS

SUBJECT: ANNUAL CALFRESH PARTICIPANTS BY
RACE/ETHNICITY GROUP REPORTS DFA 358F (7/17)
AND DFA 358S (7/17)

REFERENCE: [ACIN 1-47-16](#) ANNUAL CALFRESH PARTICIPANTS BY
RACE/ETHNICITY GROUP REPORTS DFA 358F (7/16) AND
DFA 358S (7/16), JUNE 29, 2016; [ACL 07-07](#) FINAL RULE ON
CIVIL RIGHTS DATA COLLECTION, JANUARY 22, 2007;
[ACL 07-07E](#) FINAL RULE ON CIVIL RIGHTS DATA
COLLECTION, FEBRUARY 6, 2007

This letter serves as a reminder to counties of the annual requirement to submit the CalFresh Participants by Race/Ethnicity Federal-Only and Combined Households (DFA 358F) and CalFresh Participants by Race/Ethnicity State-Only Households (DFA 358S) reports. The DFA 358F and DFA 358S reports collect data each year on households that participate in CalFresh during the month of July.

Title 7, Code of Federal Regulations, Section [272.6](#) (g) and (h), require states to provide an ethnic and racial breakdown of the households that participate in the Supplemental Nutrition Assistance Program (SNAP). In addition, CalFresh regulation, Manual of Policies and Procedures section [63-104.21](#) (f), provides authority for collecting data for the California Food Assistance Program. Moreover, data collected on these reports are not a duplication of data requested via the Annual Recipient Report on California Work Opportunity and Responsibility to Kids (CalWORKs), Foster Care, Social Services, Non-assistance Food Stamps, Welfare to Work, Refugee Cash Assistance, and the

REASON FOR THIS TRANSMITTAL

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

Cash Assistance Program for Immigrants Ethnic Origin and Primary Language (ABCD 350).

Accordingly, there is a federal requirement to categorize reported data by "federal" and "state-only" households. To meet this requirement, households composed of federal-only and combined federal/state members are reported on the DFA 358F report and households composed of state-only members are reported on the DFA 358S report. The DFA 358F and DFA 358S annual reports incorporate the racial and ethnic data collection and reporting requirements for SNAP (refer to All County Letter No. 07-07 [07-07E] dated January 22, 2007). Ethnicity and race data are to be collected at the time of application (for new applicants) and recertification. When the county performs a certification or recertification, the guidelines for the collection of ethnic and race data require that the household contact must first be asked about his/her Hispanic or Latino ethnicity, followed by race.

In order for California to meet the federal reporting deadline, the completed DFA 358F and DFA 358S reports must be received by the California Department of Social Services (CDSS), Data Systems and Survey Design Bureau (DSSDB), by **August 25, 2017**. The total number of households reported on the DFA 358F and DFA 358S should correspond to the total number of households on the CalFresh Participation and Benefit Issuance Report (DFA 256) for July 2017.

To complete the electronic form, counties are to download a copy of the DFA 358F and DFA 358S forms using the following link: <http://www.cdss.ca.gov/inforesources/Research-and-Data/DSSDB>. The electronic form contains both report forms and links to the instructions and validations. All counties are required to submit the report via e-mail to CDSS, DSSDB at admdfa358f@dss.ca.gov. The DFA 358F and DFA 358S forms, instructions and validations are attached in PDF as reference material.

If you have any questions regarding the completion of these reports, please contact DSSDB at (916) 651-8269. Program related questions should be directed to your CalFresh county consultant or call the CalFresh Branch at (916) 654-1896.

Sincerely,

Original Document Signed By:

M. AKHTAR KHAN, Chief
Research Services Branch
Administration Division

**CalFresh
Participants by Race/Ethnicity
Federal-Only and
Combined Households
DFA 358F**

DOWNLOAD REPORT FORM FROM:
<http://www.cdss.ca.gov/inforesources/Research-and-Data/DSSDB>
EMAIL COMPLETED REPORT FORM TO:
admdfa358f@dss.ca.gov

COUNTY NAME			VERSION <input type="checkbox"/> INITIAL <input type="checkbox"/> REVISED		REPORT MONTH July	REPORT YEAR
Number of Federal-Only and Combined Households participating in CalFresh during July by race and assistance status.						
Race	A. Number of Household Contacts by Race			B. Number of Hispanic or Latino Household Contacts Reported in A. by Race		
	PA Households	NA Households	TOTAL Households	PA Households	NA Households	TOTAL Households
1. Household Contacts Who Marked Only One Race						
American Indian or Alaska Native	1	2	3	4	5	6
Asian Categories	7	8	9	10	11	12
Asian Indian	13	14	15	16	17	18
Cambodian	19	20	21	22	23	24
Chinese	25	26	27	28	29	30
Japanese	31	32	33	34	35	36
Filipino	37	38	39	40	41	42
Korean	43	44	45	46	47	48
Laotian	49	50	51	52	53	54
Vietnamese	55	56	57	58	59	60
Other Asian (not included above)	61	62	63	64	65	66
Reporting More Than One Asian Group	67	68	69	70	71	72
Black or African American	73	74	75	76	77	78
Native Hawaiian or Other Pacific Islander	79	80	81	82	83	84
Native Hawaiian	85	86	87	88	89	90
Guamanian	91	92	93	94	95	96
Samoan	97	98	99	100	101	102
Other Pacific Islander (not included above)	103	104	105	106	107	108
Reporting More than one Native Hawaiian or Pacific Islander Group	109	110	111	112	113	114
White	115	116	117	118	119	120
2. Household Contacts Who Marked Two Races						
American Indian or Alaska Native and White	121	122	123	124	125	126
Asian and White	127	128	129	130	131	132
Black or African American and White	133	134	135	136	137	138
American Indian or Alaska Native and Black or African American	139	140	141	142	143	144
3. Other--Household Contacts Who Chose Racial Combinations Not Included Above						
Reporting Race(s) Not Included Above	145	146	147	148	149	150
4. Nonreporting Household Contacts Where Worker Unable to Make Race Determination						
Worker Unable to Determine Race	151	152	153	154	155	156
5. Totals	157	158	159	160	161	162
COMMENTS						
Item 5 (Cell 159) Adjustment Explanation (If Cell 159 does not equal the sum of Cell 15 and 16 on the DFA 256, explain reason in box below.)						
Revised Report Explanation (if Revised is selected)						
CONTACT PERSON	TELEPHONE			EXTENSION		
JOB TITLE/CLASSIFICATION	EMAIL				DATE SUBMITTED	

**CalFresh PARTICIPANTS BY RACE/ETHNICITY
FEDERAL-ONLY AND COMBINED HOUSEHOLDS
DFA 358F (7/17)**

INSTRUCTIONS

CONTENT

The annual DFA 358F report contains statistical information on the number of federal and federal/state combined households participating in CalFresh during the month of July by race and assistance status.

PURPOSE

Title 7, Code of Federal Regulations, Part 272.6 (g) and (h), requires states to provide an ethnic and racial breakdown of the households that participate in the Supplemental Nutrition Assistance Program (SNAP). This report also provides county and state entities with information needed for budgeting, staffing and program planning.

COMPLETION AND SUBMISSION

The County Welfare Department (CWD) is responsible for ensuring that this report is fully and accurately completed. If portions of the report are completed by more than one entity within the CWD and/or outside agencies, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy prior to submittal. **Reports are to be received within 30 days following the end of the July report month.**

Download an Excel version of the form from <http://www.cdss.ca.gov/inforesources/Research-and-Data/DSSDB>. Complete the downloaded form and email to the California Department of Social Services (CDSS), Data Systems and Survey Design Bureau (DSSDB) at admdfa358f@dss.ca.gov. The Excel form contains automatic computation of some cells.

For reference purposes, copies of the report form and instructions in PDF are available on the CDSS Research and Data Reports (RADR) website at <http://www.cdss.ca.gov/inforesources/Research-and-Data>. The published data from this report is also available on this website. If you have questions regarding the completion or submission of this report, contact DSSDB at (916) 651-8269.

GENERAL INSTRUCTIONS

Select the county name, the report month and report year and version (Initial or Revised) in the boxes provided near the top of the form. Make an entry for each item. Enter "0" if there is nothing to report for an item. **Do not leave any item blank.** If your county does not provide a particular service/activity, or the service/activity is provided but the county is unable to collect or track the data, enter "0" and explain in the Comments section.

Enter in the boxes at the end of the form the name, job title or classification, telephone (extension, if any), and email address, of the person to contact if there are questions about the report. This person may or may not be the person who completed the report. Enter the date the report was submitted. This is the date when the report is emailed to DSSDB.

DEFINITIONS

Hispanic or Latino Ethnicity: Person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race. The term “Spanish origin” can be used in addition to “Hispanic or Latino.” (For purposes of this form, “Hispanic or Latino” is an ethnic group, not a race.)

Race

American Indian or Alaskan Native: Person having origins in any of the original peoples of North and South America (including Central American), and who maintain cultural identification through tribal affiliation or community attachment.

Asian: Person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent. This area includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Black or African American: Person having origins in any of the Black racial groups of Africa. Terms such as “Haitian” can be used in addition to “Black or African American”.

Native Hawaiian or Other Pacific Islander: Person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islander.

White: Person having origins in any of the original peoples of Europe, North Africa or the Middle East.

Other: Any person not mentioned in the above-listed definitions.

ITEM INSTRUCTIONS

When completing the DFA 358F report, enter the required data/information for each item. Enter “0” if there is nothing to report for an item. This form is requesting separate counts for household contacts who chose only one race and those who chose more than one race.

Enter the number of households participating for the July report month for each race under the applicable Public Assistance (PA) or Nonassistance (NA) column. Report only once those households that participated more than once in the month of July. The race/ethnicity is determined at the time of application or recertification through a verbal request, or a visual determination if a response is not received.

The number of households should be the same as the corresponding number of households on Food Stamp Participation and Benefit Issuance Report (DFA 256) for July. Explain any difference between the number of households reported in the Comments section.

A. Number of households participating in CalFresh during July by race and assistance status – Federal-Only and Combined Households [Column A]

In Column A, report the total number of household contacts by race, including persons of Hispanic or Latino ethnicity.

B. Number of Hispanic or Latino households participating in CalFresh during July by race and assistance status – Federal-Only and Combined Households [Column B]

In Column B, report only household contacts of Hispanic or Latino ethnicity by race.

Items 1 – 2, Column A (PA and NA) and Column B (PA and NA): Enter for each racial group the number of household contacts that participated (received CalFresh benefits) during July. A household contact is the person who completes the application or is interviewed. **Shaded cells in Column A and Column B Total Households are automatically calculated.** [Cells 1 – 144]

ITEM INSTRUCTIONS (Continued)

Item 3, Column A (PA and NA) and Column B (PA and NA): Enter the total number of household contacts who chose racial combinations that are not included in Items 1 - 2. **Column A and Column B Total Households are automatically calculated.** [Cells 145 - 150]

Item 4, Column A (PA and NA) and Column B (PA and NA): Enter the total number of household contacts where the individual did not mark any ethnicity/race on application and the worker is unable to determine ethnicity/race (e.g., telephone interview where face-to-face observation was not possible). **Column A and Column B Total Households are automatically calculated.** [Cells 151 - 156]

Item 5, Column A (PA Households, NA Households, Total Households) and Column B (PA Households, NA Households, Total Households): **This item is automatically calculated.** It is the total for each column. [Cells 157 – 162]

Column A

PA Households Column

- Cell 157 is the sum of Cells 1, 7, 73, 79, 115, 121, 127, 133, 139, 145 and 151.
 - Cell 7 is the sum of Cells 13, 19, 25, 31, 37, 43, 49, 55, 61 and 67.
 - Cell 79 is the sum of Cells 85, 91, 97, 103 and 109.

NA Households Column

- Cell 158 is the sum of Cells 2, 8, 74, 80, 116, 122, 128, 134, 140, 146 and 152.
 - Cell 8 is the sum of Cells 14, 20, 26, 32, 38, 44, 50, 56, 62 and 68.
 - Cell 80 is the sum of Cells 86, 92, 98, 104 and 110.

Total Households Column

- Cell 159 is the sum of Cells 3, 9, 75, 81, 117, 123, 129, 135, 141, 147 and 153.
 - Cell 9 is the sum of Cells 15, 21, 27, 33, 39, 45, 51, 57, 63, and 69.
 - Cell 81 is the sum of Cells 87, 93, 99, 105 and 111.

Column B

PA Households Column

- Cell 160 is the sum of Cells 4, 10, 76, 82, 118, 124, 130, 136, 142, 148 and 154.
 - Cell 10 is the sum of Cells 16, 22, 28, 34, 40, 46, 52, 58, 64 and 70.
 - Cell 82 is the sum of Cells 88, 94, 100, 106 and 112.

NA Households Column

- Cell 161 is the sum of Cells 5, 11, 77, 83, 119, 125, 131, 137, 143, 149 and 155.
 - Cell 11 is the sum of Cells 17, 23, 29, 35, 41, 47, 53, 59, 65 and 71.
 - Cell 83 is the sum of Cells 89, 95, 101, 107 and 113.

Total Households Column

- Cell 162 is the sum of Cells 6, 12, 78, 84, 120, 126, 132, 138, 144, 150 and 156.
 - Cell 12 is the sum of Cells 18, 24, 30, 36, 42, 48, 54, 60, 66 and 72.
 - Cell 84 is the sum of Cells 90, 96, 102, 108 and 114)

COMMENTS

Use the Comments section to:

- Explain differences in the number of households between this report and the DFA 256.
- Explain any “0” data entry for an item if the county does not provide the service/activity or if the county is unable to collect or track the data.
- Explain any major fluctuations in data.
- Provide any other comments the county determines necessary.

CalFresh
Participants by Race/Ethnicity
Federal-Only and
Combined Households
DFA 358F

Validation Rules and Edits

CELLS 1 - 162 Each data cell in this report must be a whole number greater than or equal to 0 (no decimals or negatives). No data cells should be left blank.

1. Household Contacts Who Marked Only One Race

Total Households Column must be equal to (PA Households Column plus NA Households Column)

CELL 3 Cell 3 must equal to (Cell 1 plus Cell 2)

CELL 6 Cell 6 must equal to (Cell 4 plus Cell 5)

Asian Categories must be equal to (Asian Indian plus Cambodian plus Chinese plus Japanese plus Filipino plus Korean plus Laotian plus Vietnamese plus Other Asian plus Reporting More Than One Asian Group)

CELL 7 Cell 7 must equal to (Cell 13 plus Cell 19 plus Cell 25 plus Cell 31 plus Cell 37 plus Cell 43 plus Cell 49 plus Cell 55 plus Cell 61 plus Cell 67)

CELL 8 Cell 8 must equal to (Cell 14 plus Cell 20 plus Cell 26 plus Cell 32 plus Cell 38 plus Cell 44 plus Cell 50 plus Cell 56 plus Cell 62 plus Cell 68)

CELL 9 Cell 9 must equal to (Cell 15 plus Cell 21 plus Cell 27 plus Cell 33 plus Cell 39 plus Cell 45 plus Cell 51 plus Cell 57 plus Cell 63 plus Cell 69)

CELL 10 Cell 10 must equal to (Cell 16 plus Cell 22 plus Cell 28 plus Cell 34 plus Cell 40 plus Cell 46 plus Cell 52 plus Cell 58 plus Cell 64 plus Cell 70)

CELL 11 Cell 11 must equal to (Cell 17 plus Cell 23 plus Cell 29 plus Cell 35 plus Cell 41 plus Cell 47 plus Cell 53 plus Cell 59 plus Cell 65 plus Cell 71)

CELL 12 Cell 12 must equal to (Cell 18 plus Cell 24 plus Cell 30 plus Cell 36 plus Cell 42 plus Cell 48 plus Cell 54 plus Cell 60 plus Cell 66 plus Cell 72)

Total Households Column must be equal to (PA Households Column plus NA Households Column)

CELL 15: Cell 15 must equal to (Cell 13 plus Cell 14)

CELL 18: Cell 18 must equal to (Cell 16 plus Cell 17)

CELL 21: Cell 21 must equal to (Cell 19 plus Cell 20)

CELL 24: Cell 24 must equal to (Cell 22 plus Cell 23)

CELL 27: Cell 27 must equal to (Cell 25 plus Cell 26)

CELL 30: Cell 30 must equal to (Cell 28 plus Cell 29)

CELL 33: Cell 33 must equal to (Cell 31 plus Cell 32)

CELL 36: Cell 36 must equal to (Cell 34 plus Cell 35)

CELL 39: Cell 39 must equal to (Cell 37 plus Cell 38)

CELL 42: Cell 42 must equal to (Cell 40 plus Cell 41)

CELL 45: Cell 45 must equal to (Cell 43 plus Cell 44)

CELL 48: Cell 48 must equal to (Cell 46 plus Cell 47)

CELL 51: Cell 51 must equal to (Cell 49 plus Cell 50)

CELL 54: Cell 54 must equal to (Cell 52 plus Cell 53)

CELL 57: Cell 57 must equal to (Cell 55 plus Cell 56)

CELL 60: Cell 60 must equal to (Cell 58 plus Cell 59)

CELL 63: Cell 63 must equal to (Cell 61 plus Cell 62)

CELL 66: Cell 66 must equal to (Cell 64 plus Cell 65)

CELL 69: Cell 69 must equal to (Cell 67 plus Cell 68)

CELL 72: Cell 72 must equal to (Cell 70 plus Cell 71)

CELL 75: Cell 75 must equal to (Cell 73 plus Cell 74)

CELL 78: Cell 78 must equal to (Cell 76 plus Cell 77)

Native Hawaiian or Other Pacific Islander must be equal to (Native Hawaiian plus Guamanian plus Samoan plus Other Pacific Islander plus Reporting More Than One Native Hawaiian or Pacific Islander Group)

CELL 79: Cell 79 must equal to (Cell 85 plus Cell 91 plus Cell 97 plus Cell 103 plus Cell 109)
CELL 80: Cell 80 must equal to (Cell 86 plus Cell 92 plus Cell 98 plus Cell 104 plus Cell 110)
CELL 81: Cell 81 must equal to (Cell 87 plus Cell 93 plus Cell 99 plus Cell 105 plus Cell 111)
CELL 82: Cell 82 must equal to (Cell 88 plus Cell 94 plus Cell 100 plus Cell 106 plus Cell 112)
CELL 83: Cell 83 must equal to (Cell 89 plus Cell 95 plus Cell 101 plus Cell 107 plus Cell 113)
CELL 84: Cell 84 must equal to (Cell 90 plus Cell 96 plus Cell 102 plus Cell 108 plus Cell 114)

Total Households Column must be equal to PA Households Column plus NA Households Column

CELL 87: Cell 87 must equal to (Cell 85 plus Cell 86)
CELL 90: Cell 90 must equal to (Cell 88 plus Cell 89)
CELL 93: Cell 93 must equal to (Cell 91 plus Cell 92)
CELL 96: Cell 96 must equal to (Cell 94 plus Cell 95)
CELL 99: Cell 99 must equal to (Cell 97 plus Cell 98)
CELL 102: Cell 102 must equal to (Cell 100 plus Cell 101)
CELL 105: Cell 105 must equal to (Cell 103 plus Cell 104)
CELL 108: Cell 108 must equal to (Cell 106 plus Cell 107)
CELL 111: Cell 111 must equal to (Cell 109 plus Cell 110)
CELL 114: Cell 114 must equal to (Cell 112 plus Cell 113)
CELL 117: Cell 117 must equal to (Cell 115 plus Cell 116)
CELL 120: Cell 120 must equal to (Cell 118 plus Cell 119)

2. Household Contacts Who Marked Two Races**Total Households Column must be equal to PA Households Column plus NA Households Column**

CELL 123: Cell 123 must equal to (Cell 121 plus Cell 122)
CELL 126: Cell 126 must equal to (Cell 124 plus Cell 125)
CELL 129: Cell 129 must equal to (Cell 127 plus Cell 128)
CELL 132: Cell 132 must equal to (Cell 130 plus Cell 131)
CELL 135: Cell 135 must equal to (Cell 133 plus Cell 134)
CELL 138: Cell 138 must equal to (Cell 136 plus Cell 137)
CELL 141: Cell 141 must equal to (Cell 139 plus Cell 140)
CELL 144: Cell 144 must equal to (Cell 142 plus Cell 143)

3. Household Contacts Who Chose Racial Combinations Not Included Above**Total Households Column must be equal to PA Households Column plus NA Households Column**

CELL 147: Cell 147 must equal to (Cell 145 plus Cell 146)
CELL 150: Cell 150 must equal to (Cell 148 plus Cell 149)

4. Nonreporting Household Contacts Where Worker Unable to Make Race Determination**Total Households Column must be equal to PA Households Column plus NA Households Column**

CELL 153: Cell 153 must equal to (Cell 151 plus Cell 152)
CELL 156: Cell 156 must equal to (Cell 154 plus Cell 155)

5. Totals

Totals must be equal to (American Indian or Alaska Native plus Asian Categories plus Black or African American plus Native Hawaiian or Other Pacific Islander plus White plus American Indian or Alaska Native and White plus Asian and White plus Black or African American and White plus American Indian or Alaska Native and Black or African American plus Reporting Races Not Included Above plus Worker Unable to Determine Race)

CELL 157: Cell 157 must equal to (Cell 1 plus Cell 7 plus Cell 73 plus Cell 79 plus Cell 115 plus Cell 121 plus Cell 127 plus Cell 133 plus Cell 139 plus Cell 145 plus Cell 151)

CELL 158: Cell 158 must equal to (Cell 2 plus Cell 8 plus Cell 74 plus Cell 80 plus Cell 116 plus Cell 122 plus Cell 128 plus Cell 134 plus Cell 140 plus Cell 146 plus Cell 152)

CELL 159: Cell 159 must equal to (Cell 3 plus Cell 9 plus Cell 75 plus Cell 81 plus Cell 117 plus Cell 123 plus Cell 129 plus Cell 135 plus Cell 141 plus Cell 147 plus Cell 153)

CELL 160: Cell 160 must equal to (Cell 4 plus Cell 10 plus Cell 76 plus Cell 82 plus Cell 118 plus Cell 124 plus Cell 130 plus Cell 136 plus Cell 142 plus Cell 148 plus Cell 154)

CELL 161: Cell 161 must equal to (Cell 5 plus Cell 11 plus Cell 77 plus Cell 83 plus Cell 119 plus Cell 125 plus Cell 131 plus Cell 137 plus Cell 143 plus Cell 149 plus Cell 155)

CELL 162: Cell 162 must equal to (Cell 6 plus Cell 12 plus Cell 78 plus Cell 84 plus Cell 120 plus Cell 126 plus Cell 132 plus Cell 138 plus Cell 144 plus Cell 150 plus Cell 156)

**CalFresh
Participants by Race/Ethnicity
State-Only Households
DFA 358S**

DOWNLOAD REPORT FORM FROM:
<http://www.cdss.ca.gov/inforesources/Research-and-Data/DSSDB>
E-MAIL COMPLETED REPORT FORM TO:
admdfa358s@dss.ca.gov

COUNTY NAME	VERSION <input type="checkbox"/> INITIAL <input type="checkbox"/> REVISED	REPORT MONTH July	REPORT YEAR
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Number of State-Only Households participating in CalFresh during July by race and assistance status.

Race	A. Number of Household Contacts by Race			B. Number of Hispanic or Latino Household Contacts Reported in A. by Race		
	PA Households	NA Households	TOTAL Households	PA Households	NA Households	TOTAL Households
1. Household Contacts Who Marked Only One Race						
American Indian or Alaska Native	1	2	3	4	5	6
Asian Categories	7	8	9	10	11	12
Asian Indian	13	14	15	16	17	18
Cambodian	19	20	21	22	23	24
Chinese	25	26	27	28	29	30
Japanese	31	32	33	34	35	36
Filipino	37	38	39	40	41	42
Korean	43	44	45	46	47	48
Laotian	49	50	51	52	53	54
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Reporting More Than One Asian Group	67	68	69	70	71	72
Black or African American	73	74	75	76	77	78
Native Hawaiian or Other Pacific Islander	79	80	81	82	83	84
Native Hawaiian	85	86	87	88	89	90
Guamanian	91	92	93	94	95	96
Samoan	97	98	99	100	101	102
Other Pacific Islander (not included above)	103	104	105	106	107	108
Reporting More than one Native Hawaiian or Pacific Islander Group	109	110	111	112	113	114
White	115	116	117	118	119	120
2. Household Contacts Who Marked Two Races						
American Indian or Alaska Native and White	121	122	123	124	125	126
Asian and White	127	128	129	130	131	132
Black or African American and White	133	134	135	136	137	138
American Indian or Alaska Native and Black or African American	139	140	141	142	143	144
3. Other--Household Contacts Who Chose Racial Combinations Not Included Above						
Reporting Race(s) Not Included Above	145	146	147	148	149	150
4. Nonreporting Household Contacts Where Worker Unable to Make Race Determination						
Worker Unable to Determine Race	151	152	153	154	155	156
5. Totals	157	158	159	160	161	162

COMMENTS

Item 5 (Cell 159) Adjustment Explanation (If Cell 159 does not equal the sum of Cell 15 and 16 on the DFA 256, explain reason in box below.)

Revised Report Explanation (if Revised is selected)

CONTACT PERSON	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	EMAIL	DATE SUBMITTED

**CalFresh PARTICIPANTS BY RACE/ETHNICITY
STATE-ONLY HOUSEHOLDS
DFA 358S (7/17)**

INSTRUCTIONS

CONTENT

The annual DFA 358S report contains statistical information on the number of state households participating in CalFresh during the month of July by race and assistance status.

PURPOSE

This report provides county and state entities with information needed for budgeting, staffing and program planning.

COMPLETION AND SUBMISSION

The County Welfare Department (CWD) is responsible for ensuring that this report is fully and accurately completed. If portions of the report are completed by more than one entity within the CWD and/or outside agencies, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy prior to submittal. **Reports are to be received within 30 days following the end of the July report month.**

Download an Excel version of the form from the California Department of Social Services (CDSS), Data Systems and Survey Design Bureau (DSSDB) at <http://www.cdss.ca.gov/inforesources/Research-and-Data/DSSDB>. Complete the downloaded form and email to DSSDB at admdfa358s@dss.ca.gov. The Excel form contains automatic computation of some cells.

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GENERAL INSTRUCTIONS

Select the county name, the report month and report year, and version (Initial or Revised) in the boxes provided near the top of the form. Make an entry for each item. Enter "0" if there is nothing to report for an item. **Do not leave any item blank.** If your county does not provide a particular service/activity, or the service/activity is provided but the county is unable to collect or track the data, enter "0" and explain in the Comments section.

Enter in the boxes at the end of the form the name, job title or classification, telephone (extension, if any) and email address of the person to contact if there are questions about the report. This person may or may not be the person who completed the report. Enter the date the report was submitted. This is the date when the report is emailed to DSSDB.

DEFINITIONS

Hispanic or Latino Ethnicity: Person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race. The term “Spanish origin” can be used in addition to “Hispanic or Latino.” (For purposes of this form, “Hispanic or Latino” is an ethnic group, not a race.)

Race

American Indian or Alaskan Native: Person having origins in any of the original peoples of North and South America (including Central American), and who maintain cultural identification through tribal affiliation or community attachment.

Asian: Person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent. This area includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Black or African American: Person having origins in any of the Black racial groups of Africa. Terms such as “Haitian” can be used in addition to “Black or African American”.

Native Hawaiian or Other Pacific Islander: Person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islander.

White: Person having origins in any of the original peoples of Europe, North Africa or the Middle East.

Other: Any person not mentioned in the above-listed definitions.

ITEM INSTRUCTIONS

When completing the DFA 358S report, enter the required data/information for each item. Enter “0” if there is nothing to report for an item. This form is requesting separate counts for household contacts who chose only one race and those who chose more than one race.

Enter the number of households participating for the July report month for each race under the applicable Public Assistance (PA) or Nonassistance (NA) column. Report only once those households that participated more than once in the month of July. The race/ethnicity is determined at the time of application or recertification through a verbal request, or a visual determination if a response is not received.

The number of households should be the same as the corresponding number of households on Food Stamp Participation and Benefit Issuance Report (DFA 256) for July. Explain any difference between the number of households reported in the Comments section.

A. Number of households participating in CalFresh during July by race and assistance status – State-Only Households [Column A]

In Column A, report the total number of household contacts by race, including persons of Hispanic or Latino ethnicity.

B. Number of Hispanic or Latino households participating in CalFresh during July by race and assistance status – State-Only Households [Column B]

In Column B, report only household contacts of Hispanic or Latino ethnicity by race.

Items 1 – 2, Column A (PA and NA) and Column B (PA and NA): Enter for each racial group the number of household contacts that participated (received CalFresh benefits) during July. A household contact is the person who completes the application or is interviewed. **Shaded cells in Column A and Column B Total Households are automatically calculated.** [Cells 1 – 144]

ITEM INSTRUCTIONS (Continued)

Item 3, Column A (PA and NA) and Column B (PA and NA): Enter the total number of household contacts who chose racial combinations that are not included in Items 1 - 2. **Column A and Column B Total Households are automatically calculated.** [Cell 145 – 150]

Item 4, Column A (PA and NA) and Column B (PA and NA): Enter the total number of household contacts where the individual did not mark any ethnicity/race on application and the worker is unable to determine ethnicity/race (e.g., telephone interview where face-to-face observation was not possible). **Column A and Column B Total Households are automatically calculated.** [Cells 151 – 156]

Item 5, Column A (PA Households, NA Households, Total Households) and Column B (PA Households, NA Households, Total Households): **This item is automatically calculated.** It is the total for each column. [Cells 157 – 162]

Column A

PA Households Column

- Cell 157 is the sum of Cells 1, 7, 73, 79, 115, 121, 127, 133, 139, 145 and 151.
 - Cell 7 is the sum of Cells 13, 19, 25, 31, 37, 43, 49, 55, 61 and 67.
 - Cell 79 is the sum of Cells 85, 91, 97, 103 and 109.

NA Households Column

- Cell 158 is the sum of Cells 2, 8, 74, 80, 116, 122, 128, 134, 140, 146 and 152.
 - Cell 8 is the sum of Cells 14, 20, 26, 32, 38, 44, 50, 56, 62 and 68.
 - Cell 80 is the sum of Cells 86, 92, 98, 104 and 110.

Total Households Column

- Cell 159 is the sum of Cells 3, 9, 75, 81, 117, 123, 129, 135, 141, 147 and 153.
 - Cell 9 is the sum of Cells 15, 21, 27, 33, 39, 45, 51, 57, 63, and 69.
 - Cell 81 is the sum of Cells 87, 93, 99, 105 and 111.

Column B

PA Households Column

- Cell 160 is the sum of Cells 4, 10, 76, 82, 118, 124, 130, 136, 142, 148 and 154.
 - Cell 10 is the sum of Cells 16, 22, 28, 34, 40, 46, 52, 58, 64 and 70.
 - Cell 82 is the sum of Cells 88, 94, 100, 106 and 112.

NA Households Column

- Cell 161 is the sum of Cells 5, 11, 77, 83, 119, 125, 131, 137, 143, 149 and 155.
 - Cell 11 is the sum of Cells 17, 23, 29, 35, 41, 47, 53, 59, 65 and 71.
 - Cell 83 is the sum of Cells 89, 95, 101, 107 and 113.

Total Households Column

- Cell 162 is the sum of Cells 6, 12, 78, 84, 120, 126, 132, 138, 144, 150 and 156.
 - Cell 12 is the sum of Cells 18, 24, 30, 36, 42, 48, 54, 60, 66 and 72.
 - Cell 84 is the sum of Cells 90, 96, 102, 108 and 114), 120, 126, 132, 138, 144, 150 and 156.

COMMENTS

Use the Comments section to:

- Explain differences in the number of households between this report and the DFA 256.
- Explain any “0” data entry for an item if the county does not provide the service/activity or if the county is unable to collect or track the data.
- Explain any major fluctuations in data.
- Provide any other comments the county determines necessary.

CalFresh

Participants by Race/Ethnicity

State-Only Households

DFA 358S

Validation Rules and Edits

CELLS Each data cell in this report must be a whole number greater than or equal to 0 (no decimals or negatives). No data cells should be left blank.

1 - 162

1. Household Contacts Who Marked Only One Race

Total Households Column must be equal to (PA Households Column plus NA Households Column)

CELL 3 Cell 3 must equal to (Cell 1 plus Cell 2)

CELL 6 Cell 6 must equal to (Cell 4 plus Cell 5)

Asian Categories must be equal to (Asian Indian plus Cambodian plus Chinese plus Japanese plus Filipino plus Korean plus Laotian plus Vietnamese plus Other Asian plus Reporting More Than One Asian Group)

CELL 7 Cell 7 must equal to (Cell 13 plus Cell 19 plus Cell 25 plus Cell 31 plus Cell 37 plus Cell 43 plus Cell 49 plus Cell 55 plus Cell 61 plus Cell 67)

CELL 8 Cell 8 must equal to (Cell 14 plus Cell 20 plus Cell 26 plus Cell 32 plus Cell 38 plus Cell 44 plus Cell 50 plus Cell 56 plus Cell 62 plus Cell 68)

CELL 9 Cell 9 must equal to (Cell 15 plus Cell 21 plus Cell 27 plus Cell 33 plus Cell 39 plus Cell 45 plus Cell 51 plus Cell 57 plus Cell 63 plus Cell 69)

CELL 10 Cell 10 must equal to (Cell 16 plus Cell 22 plus Cell 28 plus Cell 34 plus Cell 40 plus Cell 46 plus Cell 52 plus Cell 58 plus Cell 64 plus Cell 70)

CELL 11 Cell 11 must equal to (Cell 17 plus Cell 23 plus Cell 29 plus Cell 35 plus Cell 41 plus Cell 47 plus Cell 53 plus Cell 59 plus Cell 65 plus Cell 71)

CELL 12 Cell 12 must equal to (Cell 18 plus Cell 24 plus Cell 30 plus Cell 36 plus Cell 42 plus Cell 48 plus Cell 54 plus Cell 60 plus Cell 66 plus Cell 72)

Total Households Column must be equal to (PA Households Column plus NA Households Column)

CELL 15: Cell 15 must equal to (Cell 13 plus Cell 14)

CELL 18: Cell 18 must equal to (Cell 16 plus Cell 17)

CELL 21: Cell 21 must equal to (Cell 19 plus Cell 20)

CELL 24: Cell 24 must equal to (Cell 22 plus Cell 23)

CELL 27: Cell 27 must equal to (Cell 25 plus Cell 26)

CELL 30: Cell 30 must equal to (Cell 28 plus Cell 29)

CELL 33: Cell 33 must equal to (Cell 31 plus Cell 32)

CELL 36: Cell 36 must equal to (Cell 34 plus Cell 35)

CELL 39: Cell 39 must equal to (Cell 37 plus Cell 38)

CELL 42: Cell 42 must equal to (Cell 40 plus Cell 41)

CELL 45: Cell 45 must equal to (Cell 43 plus Cell 44)

CELL 48: Cell 48 must equal to (Cell 46 plus Cell 47)

CELL 51: Cell 51 must equal to (Cell 49 plus Cell 50)

CELL 54: Cell 54 must equal to (Cell 52 plus Cell 53)

CELL 57: Cell 57 must equal to (Cell 55 plus Cell 56)

CELL 60: Cell 60 must equal to (Cell 58 plus Cell 59)

CELL 63: Cell 63 must equal to (Cell 61 plus Cell 62)

CELL 66: Cell 66 must equal to (Cell 64 plus Cell 65)

CELL 69: Cell 69 must equal to (Cell 67 plus Cell 68)

CELL 72: Cell 72 must equal to (Cell 70 plus Cell 71)

CELL 75: Cell 75 must equal to (Cell 73 plus Cell 74)

CELL 78: Cell 78 must equal to (Cell 76 plus Cell 77)

Native Hawaiian or Other Pacific Islander must be equal to (Native Hawaiian plus Guamanian plus Samoan plus Other Pacific Islander plus Reporting More Than One Native Hawaiian or Pacific Islander Group)

CELL 79: Cell 79 must equal to (Cell 85 plus Cell 91 plus Cell 97 plus Cell 103 plus Cell 109)
 CELL 80: Cell 80 must equal to (Cell 86 plus Cell 92 plus Cell 98 plus Cell 104 plus Cell 110)
 CELL 81: Cell 81 must equal to (Cell 87 plus Cell 93 plus Cell 99 plus Cell 105 plus Cell 111)
 CELL 82: Cell 82 must equal to (Cell 88 plus Cell 94 plus Cell 100 plus Cell 106 plus Cell 112)
 CELL 83: Cell 83 must equal to (Cell 89 plus Cell 95 plus Cell 101 plus Cell 107 plus Cell 113)
 CELL 84: Cell 84 must equal to (Cell 90 plus Cell 96 plus Cell 102 plus Cell 108 plus Cell 114)

Total Households Column must be equal to PA Households Column plus NA Households Column

CELL 87: Cell 87 must equal to (Cell 85 plus Cell 86)
 CELL 90: Cell 90 must equal to (Cell 88 plus Cell 89)
 CELL 93: Cell 93 must equal to (Cell 91 plus Cell 92)
 CELL 96: Cell 96 must equal to (Cell 94 plus Cell 95)
 CELL 99: Cell 99 must equal to (Cell 97 plus Cell 98)
 CELL 102: Cell 102 must equal to (Cell 100 plus Cell 101)
 CELL 105: Cell 105 must equal to (Cell 103 plus Cell 104)
 CELL 108: Cell 108 must equal to (Cell 106 plus Cell 107)
 CELL 111: Cell 111 must equal to (Cell 109 plus Cell 110)
 CELL 114: Cell 114 must equal to (Cell 112 plus Cell 113)
 CELL 117: Cell 117 must equal to (Cell 115 plus Cell 116)
 CELL 120: Cell 120 must equal to (Cell 118 plus Cell 119)

2. Household Contacts Who Marked Two Races**Total Households Column must be equal to PA Households Column plus NA Households Column**

CELL 123: Cell 123 must equal to (Cell 121 plus Cell 122)
 CELL 126: Cell 126 must equal to (Cell 124 plus Cell 125)
 CELL 129: Cell 129 must equal to (Cell 127 plus Cell 128)
 CELL 132: Cell 132 must equal to (Cell 130 plus Cell 131)
 CELL 135: Cell 135 must equal to (Cell 133 plus Cell 134)
 CELL 138: Cell 138 must equal to (Cell 136 plus Cell 137)
 CELL 141: Cell 141 must equal to (Cell 139 plus Cell 140)
 CELL 144: Cell 144 must equal to (Cell 142 plus Cell 143)

3. Household Contacts Who Chose Racial Combinations Not Included Above**Total Households Column must be equal to PA Households Column plus NA Households Column**

CELL 147: Cell 147 must equal to (Cell 145 plus Cell 146)
 CELL 150: Cell 150 must equal to (Cell 148 plus Cell 149)

4. Nonreporting Household Contacts Where Worker Unable to Make Race Determination**Total Households Column must be equal to PA Households Column plus NA Households Column**

CELL 153: Cell 153 must equal to (Cell 151 plus Cell 152)
 CELL 156: Cell 156 must equal to (Cell 154 plus Cell 155)

5. Totals

Totals must be equal to (American Indian or Alaska Native plus Asian Categories plus Black or African American plus Native Hawaiian or Other Pacific Islander plus White plus American Indian or Alaska Native and White plus Asian and White plus Black or African American and White plus American Indian or Alaska Native and Black or African American plus Reporting Races Not Included Above plus Worker Unable to Determine Race)

CELL 157: Cell 157 must equal to (Cell 1 plus Cell 7 plus Cell 73 plus Cell 79 plus Cell 115 plus Cell 121 plus Cell 127 plus Cell 133 plus Cell 139 plus Cell 145 plus Cell 151)

CELL 158: Cell 158 must equal to (Cell 2 plus Cell 8 plus Cell 74 plus Cell 80 plus Cell 116 plus Cell 122 plus Cell 128 plus Cell 134 plus Cell 140 plus Cell 146 plus Cell 152)

CELL 159: Cell 159 must equal to (Cell 3 plus Cell 9 plus Cell 75 plus Cell 81 plus Cell 117 plus Cell 123 plus Cell 129 plus Cell 135 plus Cell 141 plus Cell 147 plus Cell 153)

CELL 160: Cell 160 must equal to (Cell 4 plus Cell 10 plus Cell 76 plus Cell 82 plus Cell 118 plus Cell 124 plus Cell 130 plus Cell 136 plus Cell 142 plus Cell 148 plus Cell 154)

CELL 161: Cell 161 must equal to (Cell 5 plus Cell 11 plus Cell 77 plus Cell 83 plus Cell 119 plus Cell 125 plus Cell 131 plus Cell 137 plus Cell 143 plus Cell 149 plus Cell 155)

CELL 162: Cell 162 must equal to (Cell 6 plus Cell 12 plus Cell 78 plus Cell 84 plus Cell 120 plus Cell 126 plus Cell 132 plus Cell 138 plus Cell 144 plus Cell 150 plus Cell 156)