

**CalWORKs and FOOD STAMP DATA SYSTEMS DESIGN TASKFORCE
Systems Maintenance Unit (SMU)**

TRANSMITTAL NUMBER: 02-07 (FS)

November 20, 2002

**TO: All Performance Measurement County and Field Operations
Bureau Staff**

SUBJECT/PURPOSE: Change in SUA Proration Methodology

RELATED REFERENCE: ACL 02-55 and Errata

SUPERSEDES: None

EFFECTIVE DATE: October-December, 2002

BACKGROUND:

See ACL 02-55 and its Errata for the information, instructions, and examples related to the change relative to the proration of the standard utility allowance (SUA).

INSTRUCTIONS:

This change is effective with the October 2002 sample month for prospectively budgeted cases and the December 2002 sample month for retrospectively budgeted cases. Therefore, if a prospectively budgeted case is changed in November or December or a retrospectively budgeted case is changed in October or November, there is an error if the sole reason for the change is the SUA proration. In these instances, the reviewer is to use the correct methodology and apply the result to the budget computation. For example, if the case is correctly retrospectively budgeted and the worker allowed the full SUA in November (even though the household contains an ineligible member), the reviewer will prorate the SUA because the policy change allowing the full SUA for these households who are retrospectively budgeted is effective December 2002.

INQUIRIES: Michael Bowman-Jones

**JOEANA CARPENTER, Chief
CalWORKs and Food Stamp Data Systems Design Taskforce**