

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

TRANSMITTAL NUMBER: 00-04 (FS)

March 1, 2000

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

SUBJECT/PURPOSE: California Food Assistance Program

**RELATED REFERENCE: Eligibility: MPP. 63-403; ACLs 99-78, 99-64, 98-66
Allotment Computation: ACLs 99-64 and 98-66
Work Requirements/PA: EAS. 42-700
Work Requirements/NA: MPP. 63-410; FNS-310 section
850.7, Transmittals 00-02, 97-27**

SUPERSEDES: Transmittals 98-14, 98-09, and 98-01

EFFECTIVE DATE: Upon Receipt

BACKGROUND:

Since its inception, the California Food Assistance Program (CFAP) has had many changes in program eligibility and benefit calculation methodology. Transmittals with review procedures were issued as these program changes were implemented. Because these transmittals were issued as changes occurred, there is no single document that covers CFAP eligibility, allotment computation, and quality control (QC) review procedures.

This transmittal brings together in summary form the most current information (as of June, 2000) related to CFAP. In addition, references have been included so that the reader can consult these sources for more detailed information.

This transmittal supersedes Transmittals 98-01, 98-09, and 98-14.

INSTRUCTIONS:

Use the following information and review procedures to complete CFAP case reviews.

ELIGIBILITY

The Food Stamp household member is CFAP eligible only if he/she is first determined to be federally ineligible. CFAP participants are those who:

- are not eligible to participate in the Federal Food Stamp program solely because they do not meet the noncitizen eligibility criteria in MPP. 63-405;
- Meet the federal eligibility criteria in effect on August 21, 1996;
- Are sponsored aliens (regardless of date of entry into the United States (U.S.) whose sponsor has died, is disabled, or the sponsor and/or sponsor's spouse is abusive;
- Are battered noncitizens currently ineligible for the federal program per MPP. 63-405.118;
- Are Cuban/Haitians whose 7-year time limit has expired; or Entered the U.S. on or after August 22, 1996. (These noncitizens are eligible for one year, from October 1, 1999 through September 30, 2000.)

Most noncitizens will be federally ineligible/CFAP eligible because they do not have 40 work quarters, do not have a military connection, or their time limits for federal eligibility have expired.

REVIEW PROCEDURES

Use the flow chart in Section 3 of All-County Letter (ACL) 99-64 to determine/verify federal ineligibility/CFAP eligibility. Use the Qualifying Quarters and Quarters of Coverage charts in the same ACL to verify the lack of 40 quarters if this information is not provided on the IEVS report. (If it is provided on the IEVS report, accept it.) For establishing military connection, if the case does not contain documentation from the Department of Defense, then a military connection does not exist as the only acceptable verification of such a connection is Department of Defense documents. (The military connection need not be established for Hmong/Laotian tribal members who aided U.S. personnel during the Vietnam war; see ACL 99-64, Section I, page 9.)

ALLOTMENT COMPUTATION

Two budgets must be computed when the household has participants from the Federal and state programs or if the case is CFAP-only. The Combined Budget computes benefits for the entire household (both Federal and CFAP), and the end result is the amount that is issued. The Federal Budget, which has just the Federal household members, is used solely for the purpose of determining the federal and state share of the combined allotment.

When the Combined amount is LESS THAN the Federal amount, the entire issuance is Federal. (Combined \$216, Federal \$321, issuance \$216 Federal.)

When the Combined amount is GREATER THAN the Federal amount, the issuance is the Federal amount plus the difference between the Federal and Combined amounts. This difference is the issuance amount paid out of CFAP funds. (Combined \$285, Federal \$244 equals issuance of Federal \$244 plus CFAP \$41; total: \$285.)

COMPUTATION PROCESS

1. Calculate benefits for the entire household as if all members were federally eligible. (Combined Budget.)
2. Calculate benefits for the federally eligible members only. (Federal Budget.)
Subtract step 2 from step 1. The result is the CFAP issuance amount:

Special Rules for the Federal Budget:

1. A. Count all income of a Federal household member.
2. B. Count the Federal household member's share of an excluded person's income.
3. C. Do not count any income of a CFAP household member.
4. D. Do not count the CFAP household member's share of an excluded person's income.

REVIEW PROCEDURES

Dollar errors exist when the authorized amount from each program is incorrect, even if the total authorized issuance is correct.

Original Issuance: Fed \$263; CFAP \$48; TOTAL: \$311
QC Results: Fed \$233; CFAP \$78; TOTAL: \$311
Dollars in Error: Fed \$30 overissuance; CFAP \$30 underissuance

For Combined cases in Los Angeles County, do all steps listed above, leaving in any county error(s). The result should give you the Federal and CFAP issuance amounts for the original issuance. You will need to do the computations again after the QC review, factoring in any errors, to determine the correct amounts from each program. Compare the two sets of figures as shown above to determine the dollars in error for each program.

NOTE: The LEADER system will provide you the information as to how much of the issuance is from each program once the county has completed its conversion to this system. It is possible that cases already on this system have this information.

Reviewer in Case Data System (CDS) counties will need to re-prorate the computerized budgets because the system does not prorate correctly; see Transmittal 99-02.

Budgeting examples can be found in ACLs 98-66 and 99-64.

WORK REQUIREMENTS

The CFAP recipient who also receives CalWORKs benefits must comply with his/her Welfare-to-Work Plan unless he/she has been determined to be exempt. (If he/she is not exempt and fails to meet his/her work requirement, he/she can still participate in CFAP and is treated as work sanctioned.) Persons are exempt if they are:

1. under age 16;
2. Age 60 or older;
3. Age 16-18 and attending school full time;
4. Disabled;

5. An aided nonparent relative caring for a child who is a dependent or ward of the court;
6. Caring for an ill/incapacitated household member;
7. Pregnant; or
8. Caring for a child six months old or younger.

(See EAS. 42-712 for a complete description of these exemptions.)

CFAP participants who do not receive CalWORKs must comply with the able-bodied adults without dependents (ABAWD) work requirements unless exempt. The recipient must work an average of twenty hours per week each month for thirty-three months in a thirty-six-month period. (See MPP. 63-410, ACL 97-08 and transmittal 00-02 for more information.)

The recipient is exempt from the work requirement if he/she is:

- exempt from the work requirements at MPP. 63-407.21 (i.e., physically or mentally unfit for employment, applying for or in receipt of Unemployment Compensation, a regular participant in a drug addiction or alcoholic treatment and rehabilitation program, or a student enrolled at least half time);
- Under age 18;
- 50 years of age or older;
- Pregnant
- A parent or other household member responsible for the care of a dependent child. (The child must be in the Food Stamp household; the exemption applies to both parents.)

REVIEW PROCEDURES

All CFAP cases (including those in the State Sample that are determined to be correctly CFAP-only funded) are subject to review with one exception. Federal Sample cases that are determined to be correctly CFAP-only funded are not subject to review because there is no federal program participation in the sample month.

For public assistance (PA) households, use documentation in the CalWORKs case file to verify compliance with the recipient's Welfare-to-Work Plan. If there is no plan on file or no evidence of noncompliance with a plan and no other documentation, consider the recipient to be in compliance with the work requirements.

If the case file indicates that the recipient is exempt in the sample month, accept this documentation. If the documentation does not cover the sample month, contact the verification source or another acceptable source to obtain verification covering the sample month. If updated verification covering the sample month is obtained, consider the person to be exempt. If the verification is not obtained and/or does not cover the sample month, the recipient is not exempt.

For all households, verification for the exemptions based upon age, disability, Unemployment Compensation and school attendance will be the same as those obtained to complete the review of other classes of the review worksheet, so these classes can be cross referenced in the Comments for Class 165.

If the exemption is based upon participation in a drug or alcohol treatment program, caring for a child who is a dependent or ward of the court or pregnancy, look for documentation in the CalWORKs file. If the verifications are not on file, obtain a statement from the treatment program, or from a physician or a copy of court documents as appropriate.

INQUIRIES:

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Original Signed By Joana Carpenter

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