



CDSS

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DEPARTMENT OF SOCIAL SERVICES

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ARNOLD SCHWARZENEGGER
GOVERNOR

July 8, 2009

ALL COUNTY INFORMATION NOTICE NO. I-49-09

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE-TO-WORK COORDINATORS
ALL CalWORKs PROGRAM SPECIALISTS
ALL FOOD STAMP COORDINATORS
ALL COUNTY CHILD CARE SERVICES WORKERS
ALL COUNTY REFUGEE COORDINATORS
ALL COUNTY CONSORTIUM PROJECT MANAGERS
ALL COMMUNITY COLLEGE CALWORKS COORDINATORS

SUBJECT: WELFARE TO WORK BEST PRACTICES WEBSITE

REASON FOR THIS TRANSMITTAL

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

The California Department of Social Services (CDSS) California Work Opportunity and Responsibility to Kids (CalWORKs) Best Practices (BP) website is up and running! The purpose of the BP website is to showcase and share best practices, promising practices, and lessons learned by providing access to programs and strategies used by counties and other service providers. “Best practice” strategies are defined as having sufficient results and data to prove that the practice is successful in engaging participants, improving service delivery, and/or improving work participation rates (WPR). “Promising practices” are strategies that have been implemented or developed but do not yet have sufficient results or data to be considered a best practice. “Lessons learned” are practices or strategies that were not successful; however, the counties or service provider’s experience could provide valuable insight for successful implementation by other counties or service providers under different circumstances.

The BP website is a resource for counties and service providers looking for innovative and successful strategies to engage CalWORKs recipients with a broad array of both abilities and barriers. The Employment Bureau at CDSS collaborated with a workgroup made up of representatives from other CDSS programs, other state departments and agencies, counties, and advocates to develop and implement the BP website.

Workgroup members will continue to serve on review committees to evaluate each practice submitted for inclusion on the BP website. Each review committee will include members with expertise related to the specific practice submittal being reviewed. For

example, if a county submits a practice designed to enhance the screening process for the existence of substance abuse, a Department of Alcohol and Drug Programs representative will participate in the review process. Similarly, a practice submitted by a community college will be reviewed by a California Community Colleges Chancellor's Office representative. This ongoing role of the workgroup will ensure consistency and appropriate expertise within the review process. If the review committee approves the submitted practice to be useful to other counties and providers, a description of the practice and the submitter's contact information will be posted on the BP website for public access. "Lessons learned" practices may be posted anonymously at the choice of the submitter.

When a submission is approved for posting on the website, the county or service provider will be sent a notification with the expected posting date. The data and/or materials provided with the submittal will be included in the posting so that they can be viewed together. Counties and service providers whose submittals are not approved for inclusion on the BP website will receive a letter explaining why the submittal was not approved for posting on the website.

Counties are encouraged to submit best practice strategies, promising practice strategies, and lessons learned strategies using the instructions and submittal form that can be found at the CalWORKs Best Practices website:

<http://www.cdss.ca.gov/calworks/bestpractices.htm>

The submittal form may be completed by county or provider staff; however, to ensure the submission has appropriate management approval, a director, deputy director, or similarly-qualified representative of the agency must submit the form and related data or materials to CDSS. Data elements and materials that may be included with the submittal form include impact on WPR and other outcome measures (e.g., engagement rate), research, implementation methods, training materials, PowerPoint presentations, forms, curricula, etc.

The BP website's value as a resource will increase as more proven practices are submitted and posted. Together, all parties can contribute to the BP website's success by providing strategies to help participants transition off aid and become self-sufficient, and improve the counties' and state's WPR.

ACIN I-49-09
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If you have any questions or comments related to the BP website, need additional information regarding this ACIN, or need assistance in preparing and submitting a practice, please contact your CDSS Employment Bureau county consultant at (916) 654-2137.

Sincerely,

Original Document Signed By:

KÄREN DICKERSON, Chief
Employment and Eligibility Branch

c: CWDA