

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



October 18, 2007

ALL COUNTY INFORMATION NOTICE NO. I-64-07

REASON FOR THIS TRANSMITTAL

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

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO
KIDS (CalWORKs) CASH GRANT CASELOAD MOVEMENT REPORT
[CA 237 CW (12/02)]REFERENCE: ALL COUNTY LETTER (ACL) 02-69, DATED SEPTEMBER 10, 2002;
ACL 99-33, DATED APRIL 29, 1999

The purpose of this letter is to clarify a policy question pertaining to data collection for the CA 237 CW.

Prior to the implementation of the CalWORKs Program, the CA 237 CW report and instructions were revised from the previous CA 237 FG/U format. During this time the Data Systems and Survey Design Bureau (DSSDB) released ACL 99-33 addressing a number of questions directed towards the new program and its reporting. DSSDB is specifically revisiting an area of discussion under the 'Definitions' section of the ACL for additional clarification.

Question #12:

Why is it necessary to break down the AU to either a paid case or a zero-basic grant (ZBG) case as indicated on Part B, Line 8b? ZBG cases are not distinguished from other cases, and while it may be possible to develop a method to provide a case count, we cannot provide the number of aided parents/persons in each AU. Is this information required by federal or state law?

Answer:

Historically, the CA 237 report has required the case count to be divided between cases receiving cash grants and "other cases." Other cases are not simply defined as zero-grant cases, but include approved cases which will receive an initial warrant dated the following month, and cases authorized to receive aid, but are discontinued during the

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reporting month and no warrant is issued. In order to calculate the average cash grant per case, it is necessary to identify those cases that actually receive a cash grant.

The revised form does require a breakout for children and adults in the "other cases" category. CDSS and county work groups have determined that this additional data for the "other cases" category would provide greater consistency and, thereby, more meaningful data.

DSSDB recently received a request for clarification regarding the data reporting of a zero grant case that subsequently receives a supplemental payment. The following addresses the situation and ensuing response.

Scenario:

The CA 237 CW report month is April, 2007. Case A was an open case in April but did not receive an aid payment for April because the total eligible amount for April was less than \$10. On April 23rd, a supplemental payment for \$100 was issued for the retroactive eligible benefit month of February, 2007.

Question:

Do we report Case A as a 'paid case (Line 8a, receiving cash grant \$10 or more) or report Case A as an 'other case' (Line 8b, zero grant or less than \$10 case) on the CA 237 CW for April?

Answer:

Case A would continue to be reported as an 'other case' on Line 8b. Cases aided over \$10 for the **current benefit month** only will be reported on Line 8a and all other cases aided for less than \$10 or prior month benefits will be reported on Line 8b.

If you have questions regarding completion of this form, please contact Pam Kian of the Data Systems and Survey Design Bureau at (916) 651-8269. Program related questions should be directed to your CalWORKs Program analyst at (916) 654-1322.

Sincerely,

Original Document Signed By
Kären Cagle on 10/18/07

KÄREN CAGLE, Chief
Estimates and Research Services Branch

cc: CWDA
CSAC