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EDMUND G. BROWN JR.  
GOVERNOR

April 29, 2011

ALL COUNTY LETTER NO. 11-33

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  
ALL CalWORKs PROGRAM SPECIALISTS  
ALL WELFARE-TO-WORK COORDINATORS  
ALL COUNTY REFUGEE COORDINATORS  
ALL COUNTY CalFRESH SPECIALISTS  
ALL CONSORTIA REPRESENTATIVES

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO  
KIDS (CalWORKs) PROGRAM: NEW 48-MONTH TIME LIMIT FOR  
CalWORKs ADULTS

REFERENCE: Senate Bill (SB) 72 (Chapter 8, Statutes of 2011) All County Letter (ACL) 97-65, ACL 99-90, ACL 01-66, ACL 02-33, ACL 02-66, ACL 03-21; All County Information Notice (ACIN) I-95-02, ACIN I-40-03; and Welfare and Institutions Code (WIC) Sections 11454, 11454.2, and 11454.5.

The purpose of this letter is to inform the County Welfare Departments (CWDs) of changes to the CalWORKs program pursuant to SB 72 (Chapter 8, Statutes of 2011) which was signed by the Governor on March 24, 2011. This letter includes instructions to be used in the implementation of the new CalWORKs 48-month time limit for aided adults.

SB 72 directs the California Department of Social Services (CDSS) to implement the statute initially through an All County Letter (ACL) followed by emergency regulations. These CalWORKs changes created by SB 72 go into effect on July 1, 2011.

CDSS will distribute a mass informing notice to all CalWORKs recipients in May 2011 containing information regarding these changes. CWDs can use the mailer that is included in Attachment C as an additional tool to inform adults of the new adult 48-month time limit at intake and at annual redetermination.

Separate letters are being issued containing instructions on the other provisions of SB 72, which are as follows:

- an eight percent reduction to the Maximum Aid Payment (MAP) levels (ACL 11-29);
- additional grant reductions for certain Child-Only cases;
- the suspension of the Cal-Learn Program (ACL 11-36);
- changes to CalWORKs mental health and substance abuse funding (ACL 11-34);
- changes to the AB 98 (Chapter 589, Statutes of 2007) subsidized employment program (ACL 11-32);
- the extension of the CalWORKs Short-Term exemptions for cases with young children and cases with good cause for lack of supportive services (ACL 11-34).

The CalWORKs Long-Term Reforms, which were due to be implemented on July 1, 2011, have been repealed as a result of SB 72.

Please see Attachment A for a summary of all the SB 72 CalWORKs provisions.

**Implementation of the New CalWORKs 48-Month Time Limit for Aided Adults:**

Effective July 1, 2011, adults will only be eligible to receive CalWORKs for a maximum of 48 countable months. This new 48-month CalWORKs time clock replaces the 60-month CalWORKs time clock that was implemented January 1, 1998.

In implementing the new CalWORKs 48-month time limit for adults, CWDs must consider the following months of aid received:

- All countable months of CalWORKs time-on-aid (TOA) received in California since January 1, 1998;
- All months of Temporary Assistance for Needy Families (TANF) TOA received from other states since January 1, 1998. As a reminder, CWDs must continue to treat months of Tribal TANF assistance as out-of-state TOA.

The following months of aid will continue to not count toward the CalWORKs 48-month time limit:

- Months of TANF aid received in California or any other state between September 1, 1996 (when some states first implemented their TANF program) and December 1997;
- Months in which the adult was exempt from the CalWORKs time limit clock, for any of the reasons listed in Manual of Policies and Procedures (MPP) Sections

- 42-302.11 - .12 and 42-302.21 and ACL 11-34, or were not aided due to a sanction from the Welfare-To-Work program.

Effective July 1, 2011 when the adult reaches the new CalWORKs 48-month time limit, the CWD must remove the adult from the Assistance Unit (AU) and reduce the AU's grant effective July 1, 2011, unless the adult meets a time limit extension criterion listed in MPP Sections 42-302.11- .12. (This process is consistent with the treatment of a 60-month timed-out adult prior to July 1, 2011.) For cases in which there is only one aided adult, once the adult has reached the CalWORKs 48-month time limit and has been removed from the AU, the children remain aided in a Child-Only Safety Net case, if otherwise eligible. For two-parent cases, the case does not become a Child-Only Safety Net case until all aided adults in the AU have been discontinued as a result of reaching their CalWORKs time limit. On an ongoing basis, removal of the adult from the AU and the resulting grant reduction will be effective the first day of the month following the month in which the adult reaches their CalWORKs 48-month time limit and is considered an allowable county-initiated mid-quarter action pursuant to MPP Section 44-316.331 (QR)(a).

CWDs must continue to move the eligible children of a timed-out adult into a Safety Net case under the appropriate state-funded Safety Net aid codes. Please refer to ACL 02-66 for instructions regarding Safety Net aid codes.

When reviewing the instructions above and in ACL 02-66, and other information on CalWORKs time on aid, it is important to note that the CalWORKs time clock has been changed from 60 months to 48 months.

Attachment B of this ACL provides examples to illustrate how to implement the new CalWORKs 48-month time limit rules.

### **The 60-Month Federal TANF Time Limit for Aided Adults:**

SB 72 does not make any changes to the federal TANF 60-month time limit rules. Therefore, CWDs must continue to count all federally non-exempt months of TANF assistance in all states, including California (whether the month was exempted from the CalWORKs time limit or not) toward the federal TANF 60-month time limit. Depending on when states implemented a TANF program, all federally non-exempt months of TANF assistance received by an adult since September 1, 1996, from any state including California, will apply toward the federal TANF 60-month time clock.

Additionally, when an adult reaches their 60-month federal TANF time clock and they do not meet federal extender criteria, CWDs must move that case into the TANF timed-out aid code (32 or 3W). If the adult has any remaining CalWORKs TOA after they have

exceeded their federal TANF time clock, they shall be aided with state-only funds, as they are ineligible to be aided with federal TANF funds.

Due to the new CalWORKs 48-month time limit, there will be times when an adult will reach the CalWORKs 48-month time limit before reaching the TANF federal 60-month time limit. When these adults reach 48 countable months of aid, the adult must be removed from the AU in accordance with the 48-month time limit provisions, and the eligible children are to be transferred into a state funded Safety Net case with the appropriate aid code (3A or 3C), if otherwise eligible.

**Services for Safety Net Families:**

Pursuant to MPP Section 42-717, if provided for in a county's CalWORKs County Plan, additional services including, but not limited to, case management and supportive services may be provided at CWD option to employed or unemployed individuals who have reached the 48-month time limit (based on W&I Code Section 11320.15). CWDs may determine who is eligible for the services; the duration and types of services provided; the reimbursement rate for supportive services, such as transportation; and participation requirements for activities, including those for community service, that must continue to be performed in the public and/or private nonprofit sector. Unemployed individuals who receive these services must participate in community service. For employed individuals, there is no community service requirement. In addition, an individual in the Safety Net may now be eligible for AB 98 funded subsidized employment due to the changes that have been made to that program through SB 72. Refer to ACL 11-32 for AB 98 implementation instructions and eligibility requirements, including eligibility requirements for an individual in the Safety Net program.

Former recipients who need child care to work or participate in other approved activities may receive subsidized child care for up to 24 months in Stages One and Two after leaving CalWORKs cash aid as described in MPP Section 47-230 (Eligible Former CalWORKs Clients). After exhausting the 24 months of subsidized child care in Stages One and Two, a former recipient may continue receiving subsidized child care services in Stage Three as long as they continue to meet eligibility requirements and funding is available.

**Recipient Noticing Requirements:**

**Notices of Action (NOAs) for June 2011 through December 31, 2011:**

Because of the significant impact this new policy will have on our recipients, CWDs are required to provide 30-day NOAs to cases that will be affected by these changes (by either a grant reduction or discontinuance of aid) during the initial six months of

transition. During this transition period, CWDs must also include the new TEMP 2186A (4/11) form with each 30-day NOA that they send to impacted cases. This 30-day NOA will temporarily replace the existing 10-day NOA requirement through December 2011. Consistent with 10-day noticing provisions at MPP Section 22-072.4, in computing the notice period, the 30-day notice period shall not include the date of mailing or the date the action is to take effect.

**Noticing Requirements After January 1, 2012:**

Consistent with current practice, beginning January 1, 2012, adult recipients who are subject to the CalWORKs 48-month time limit will receive a NOA or an informing notice at their 42<sup>nd</sup> month of aid, and a NOA between their 42<sup>nd</sup> and 46<sup>th</sup> months of aid, notifying them of their TOA. A NOA shall be sent 10 days prior to the decrease or discontinuance action in accordance with existing 10-day noticing provisions at MPP Section 22-072.

**Overpayment (OP) Instructions:**

Although adults who exhaust their CalWORKs 48-month time limit as of July 1, 2011 will be discontinued from the case, some of these adults will have exhausted their CalWORKs 48-month time limit well before this date. CWDs shall not assess overpayments for any months in which these adults exceed the CalWORKs 48-month time limit prior to July 1, 2011. For example, if as of July 1, 2011, the adult has had 55 countable CalWORKs months of aid, no OP shall be established for the additional seven months (beyond the 48) that the adult received aid.

As noted in the "Recipient Noticing Requirements" section of this letter, until December 2011, CWDs will be required to issue 30-day NOAs when imposing the 48-month time limit. It is likely that the reprogramming of the Statewide Automated Welfare Systems (SAWS) will not be completed in time to generate NOAs by June 2, 2011, as required by the statute, in order to issue the first NOA 30 days in advance of the July 01, 2011 effective date. If NOAs cannot be issued by June 1, overpayments would be incurred for the month of July 2011. However, because those July overpayments will not be cost-effective to establish and recover, CWDs may forgo overpayment determinations and collection efforts that meet the cost-effectiveness criteria for the month of July 2011 only.

If appropriate action (e.g. timely removal of the adult, grant reduction, or case discontinuance) does not occur or if the CWD was not able to provide a timely 30-day NOA for actions effective on or after August 1, 2011, an Administrative Error

Overpayment shall be assessed for all months in which the AU received aid to which they were not entitled.

**Welfare Data Tracking Implementation Project (WDTIP) Tracking Recipients Across California (TRAC) Impact:**

Currently, WDTIP sends the SAWS Consortia a monthly report file to show any individual who is in one of the following months of the 60-month time limit for the CalWORKs and/or TANF Programs: 48, 53, 54, 55, 56, 57, 58, 59, or 60.

To assist CWDs in tracking the new CalWORKs 48-month time limit and other changes as a result of SB 72, the WDTIP system will need to be modified as well as the SAWS systems. The new CalWORKs 48-month time limit provision requires that once the adult reaches the 48th cumulative month on aid, the adult will be removed from the grant.

Consistent with current report intervals used for the CalWORKs 60-month time limit, WDTIP will modify the report file to include individuals who have reached the following CalWORKs months of aid: 36, 41, 42, 43, 44, 45, 46, 47 or 48. The report intervals for the TANF time limit will not change. The SAWS Consortia will need to provide this information to the CWDs for distribution to workers.

**CalFresh Impact:**

Since the removal of the adult as a result of the new CalWORKs 48-month time limit is not considered a failure to comply with program requirements of another "means tested" program, the AU's CalFresh benefits will be recalculated and may be increased as a result of the reduction in the CalWORKs grant.

**Child Care Impact:**

Although the changes described in this ACL will not result in child care policy changes, CWDs are reminded that former CalWORKs recipients who need child care to work or participate in other approved activities may receive subsidized child care for up to 24 months in Stages One and Two, after leaving CalWORKs cash aid as described in MPP Section 47-230, Eligible Former CalWORKs Clients. After exhausting the 24 months of subsidized child care in Stage One and Two a former recipient may continue receiving subsidized child care services in Stage Three as long as they continue to meet eligibility requirements and funding is available.

**Medi-Cal Impact:**

CWDs will continue current practice of determining ongoing Medi-Cal eligibility to timed-out individuals.

**Refugee Cash Assistance (RCA)/ Entrant Cash Assistance (ECA) and Trafficking and Crime Victims Assistance Program (TCVAP) Impact:**

The information contained in this letter is not applicable to recipients of RCA, ECA, and TCVAP Cash Assistance who are single adults or in families without children.

**TCVAP CalWORKs Impact:**

The information contained in this letter also applies to recipient families of TCVAP CalWORKs.

**General Assistance (GA) Impact:**

As a reminder, GA will not be impacted as a result of the SB 72 changes. Under current law, CalWORKs adults who have lost their eligibility for CalWORKs due to reaching their time limits are not eligible to receive county GA program benefits until all of the children of the individual on whose behalf aid was received, whether or not currently living in the home with the individual, reach age 18. This restriction does not apply to health care benefits provided under county GA programs (ACIN I-95-02).

**Forms and Notices of Action (NOAs):**

This letter includes several revised forms and NOAs, which will be used to provide notice to recipients affected by the new CalWORKs 48-month time limit for adults. In addition, the NA 530 (4/11), NA 531 (04/11) and NA 532 (04/11) have been revised to show the new CalWORKs budget calculations based on the following SB 72 changes: modification of earned income disregard structure, the addition of the child-only incremental grant reductions, and removal of the Cal-Learn penalty deduction. (Reminder – the policy changes behind each of these budget calculation changes will be included in separate ACLs.)

**Camera Ready Copies and Translations:**

For a camera-ready copy in English, contact the Forms Management Unit at [fmudss@dss.ca.gov](mailto:fmudss@dss.ca.gov). If your office has internet access you may obtain these forms from the CDSS webpage at [http://www.dss.cahwnet.gov/cdssweb/FormsandPu\\_271.htm](http://www.dss.cahwnet.gov/cdssweb/FormsandPu_271.htm). When all translations

are completed per MPP Section 21-115.2, including Spanish forms, they are posted on an on-going basis on our web site. Copies of the translated forms can be obtained as they become available [http://www.dss.cahwnet.gov/cdssweb/FormsandPu\\_274.htm](http://www.dss.cahwnet.gov/cdssweb/FormsandPu_274.htm). For questions on translated materials, please contact Language Services at (916) 651-8876. Until translations are available, clients who have elected to receive Spanish, Russian, Vietnamese, and written Chinese materials should be sent the GEN 1365 interpretation informing notice with a local contact number.

**Fiscal Claiming and Reporting Instructions:**

CDSS will issue claiming instructions in a subsequent County Fiscal Letter.

**Data Reporting:**

Instructions will follow in a subsequent ACL.

If you have any questions or need further information regarding this letter, please contact the following CDSS representatives:

- CalWORKs Eligibility County Consultant (916) 654-1322
- Employment County Consultant (916) 654-2137
- Child Care Programs (916) 657-2144
- Fiscal Policy [fiscal.systems@dss.ca.gov](mailto:fiscal.systems@dss.ca.gov)
- CalFresh Policy (916) 651-8047
- Program Integrity (WDTIP) (916) 654-2125
- Refugee Programs (916) 654-4356

Sincerely,

***Original Document Signed By:***

CHARR LEE METSKER  
Deputy Director  
Welfare to Work Division

Enclosures: Attachments A, B, and C

***SUMMARY OF CalWORKs CHANGES  
EFFECTIVE JULY 1, 2011***

**Eight Percent Maximum Aid Payment (MAP) Reduction**

All CalWORKs MAP levels will be reduced by eight percent. This reduction will affect Regions 1 and 2 and exempt and non-exempt MAP levels.

**CalWORKs 48-Month Time Limit**

The CalWORKs time limit for adults is reduced from 60 months to 48 months. All months on aid received in California since January 1, 1998 will count unless the adult has/had a time limit exemption. The federal Temporary Assistance for Needy Families (TANF) 60-month time clock does not change. All current time clock exemptions, domestic abuse waivers, and extenders, continue to apply. Children of time-expired adults will continue to receive aid in the Safety Net program, if otherwise eligible.

**Incremental Grant Reductions (IGRs) for Certain Child-Only Cases**

Grants for certain Child-Only cases will be reduced by five, 10, and 15 percent at months 61, 73 and 85, respectively. All months in which the aided member of the Assistance Unit (AU) who has received CalWORKs the longest since January 1, 1998 will count towards these time limits. The cases subject to IGRs are: Safety Net families and AUs with a non-needy caretaker relative or a caretaker relative who is an undocumented non-citizen, drug or fleeing felon, or is in sanction status. Child-Only cases in which the parent(s) or caretaker relatives are unaided due to their SSI/SSP status are not subject to these IGRs.

**Changes to the Earned Income Disregard**

The \$225 disregard for Disability-Based Unearned Income (DBI) has not changed. However, the disregard for non-exempt earned income is changed. If the DBI does not exceed \$225, the disregard for the non-exempt earned income will be the lesser of the remainder of the DBI or \$112. After that calculation is made, 50 percent of the remaining non-exempt earned income is disregarded.

**Changes to the Cal-Learn Program**

The Cal-Learn Program is suspended for a one-year period. Counties are required to transition pregnant and parenting teens currently participating in Cal-Learn into the Welfare-to-Work (WTW) program. Under WTW, the teen's primary requirement is to attend school, make satisfactory progress, and graduate or obtain a high school diploma or its equivalent. These teens are entitled to receive bonus payments for satisfactory attendance, progress and high school graduation. Pregnant and parenting teens who fail to comply with their new WTW requirements are subject to WTW sanctions, rather than the sanctions imposed under Cal-Learn.

**Changes to Mental Health and Substance Abuse Funding**

Counties shall continue to have the option to redirect funding, both from and to, the CalWORKs mental health and substance abuse allocations and from and to other CalWORKs employment services. This funding change will become inoperative on July 1, 2012.

**Changes to the Subsidized Employment Program**

The state's maximum contribution (outside of the Single Allocation) toward wage subsidies under the AB 98 subsidized employment program has been increased to 100 percent of the computed grant for the participant's AU in the month prior to participation in subsidized employment. The population that is eligible for AB 98 has been expanded to include individuals in the Safety Net program and to individuals in WTW sanction status. Counties may also continue AB 98 subsidized employment for the duration of the placement to participants who become ineligible for CalWORKs due to the subsidized employment income. The duration of the subsidized position placement can also be extended for up to 12 months, if determined by the county to be beneficial to the employer and the participant. However, entry into subsidized employment positions is limited to individuals who are not otherwise employed at the time of entry into the subsidized employment position.

**Extension and Expansion of the CalWORKs Short-Term Changes and Reengagement Strategies Workgroup**

The CalWORKs Short-Term changes (STC), also known as the young children exemptions have been extended and will remain in effect until July 1, 2012. The 48-month time clock exemption for good cause for Lack of Supportive Services is also extended through July 1, 2012.

An expansion of the young children exemption has been created for counties that have made a finding that, in order to implement its portion of the reduction to the CalWORKs program single allocation, it is necessary to extend the WTW participation exemption for clients with young children between 24 and 35 months of age. This exemption will expire on July 1, 2012. However, counties may rescind this extended age exemption at any time, with the proper noticing, if they determine that it is no longer necessary. Counties are reminded that they must have written criteria for the insufficient funding exemptions.

The reengagement strategies workgroup will be convened by CDSS no later than January 1, 2012.

**CalWORKs Long-Term Reforms (LTRs)**

The LTRs that were created by ABX4 8 in 2009 have been repealed as a result of SB 72.

**CalWORKs Child Care Changes, Senate Bill 70**

Effective July 1, 2011, all license-exempt provider payment rates will be reduced from 80 to 60 percent of the Regional Market Rate payment ceilings established for family child care homes; eligibility for subsidized child care services will be limited to children who are 10 years of age or younger, with specific exceptions; families who are otherwise eligible for subsidized child care will continue to be eligible until their income reaches 70 percent of the State Median Income; and the existing family fee schedule is being increased by 10 percent, but shall not exceed 10 percent of the family's monthly income.

**CalWORKs 48-Month Time Limit Examples**

To assist CWDs in the transition to the new CalWORKs 48-month time limit rules, examples for how to apply the new rules have been provided below. These examples do not include grant calculations that reflect the removal of the adult after reaching their time limits, because additional instructions will be provided in a separate ACL with new rules for certain Child-Only cases that will change how Child-Only grants will be calculated.

**Example 1 – 48-Month CalWORKs Time Limit Only:** An AU of three (mom and two children) has been receiving aid in California since July 2007. The mom reaches her 48-month time limit in June 2011, never having received a time limit exemption. In this scenario, mom would be removed from the AU effective June 30, 2011, and her children would be moved into the Safety Net program July 1, 2011, if otherwise eligible.

|                                       | <b>May<br/>2011</b> | <b>June<br/>2011</b> | <b>July<br/>2011</b>                               |
|---------------------------------------|---------------------|----------------------|--|
| <b>TANF TOA<br/>in months</b>         | 47                  | 48                   | N/A  |
| <b>CalWORKs<br/>TOA in<br/>months</b> | 47                  | 48                   | Mom<br>removed<br>from AU<br>June 30 <sup>th</sup> |

**Example 2 - Counting Out of State Months Toward the CalWORKs 48-Month Time Limit:** In May 2011, an AU of three (mom and two children) moves to California from Michigan, applies for CalWORKs, and is determined to be eligible May 1. The AU received 12 months of TANF in Michigan during 2010 and 2011. In this scenario, mom is eligible to receive 36 countable months of CalWORKs time-on-aid in California. The 36 months of aid received in California would be added to her 12 months of aid received in Michigan, exhausting her CalWORKs 48-month time clock in April 2014. Unless the mom meets a California time limit exemption or extension criteria, once her CalWORKs 48-month time limit is exhausted, she would be removed from the AU effective April 30, 2014 (after her 48th month of CalWORKs aid). The children would be moved into the Safety Net program on the first of the following month, May 2014, if otherwise eligible.

|                                       | <b>May<br/>2011</b> | <b>June<br/>2011</b> | <b>March<br/>2014</b> | <b>April<br/>2014</b> | <b>May<br/>2014</b>                                 |
|---------------------------------------|---------------------|----------------------|-----------------------|-----------------------|---|
| <b>TANF TOA<br/>in months</b>         | 13                  | 14                   | 47                    | 48                    | N/A   |
| <b>CalWORKs<br/>TOA in<br/>months</b> | 13                  | 14                   | 47                    | 48                    | Mom<br>removed<br>from AU<br>April 30 <sup>th</sup> |

**Example 3 - Counting Out of State Months Toward the CalWORKs 48-Month Time Limit:** In June 2011, an AU of three (mom and two children) moves to California from New York, with 45 months of TANF time-on-aid, which they received during the years of 2007 through 2011. The AU is determined eligible for CalWORKs as of June 1, 2011. In this scenario, mom is eligible to receive three countable months of CalWORKs time-on-aid in California. The three months of aid received in California would be added to the 45 months of TANF received in New York, exhausting her CalWORKs 48-month time clock in August 2011. Unless the mom meets a California time limit exemption or extension criteria, once her CalWORKs 48-month time limit is exhausted, she would be removed from the AU effective August 31, 2011 (after her 48th month of CalWORKs aid). The children would be moved into the Safety Net program on the first of the following month, September 2011, if otherwise eligible.

|                               | June 2011 | July 2011 | August 2011 | September 2011                              |
|-------------------------------|-----------|-----------|-------------|---|
| <b>TANF TOA in months</b>     | 46        | 47        | 48          | N/A   |
| <b>CalWORKs TOA in months</b> | 46        | 47        | 48          | Mom removed from AU August 31 <sup>st</sup> |

**Example 4 - Counting Out of State Months Toward the CalWORKs 48-Month Time Limit:** In August 2011, an AU of three (mom and two children) moves to California from New York, with 51 months of TANF time-on-aid received during the years 2007 through 2011. Since Mom has already received 48 months of out-of-state aid (after January 1, 1998), she is not eligible to receive CalWORKs for herself; however, because her children can be aided in a Safety Net case beginning in August 2011, if otherwise eligible.

|                                       | <b>July<br/>2011</b>         | <b>August<br/>2011</b>                             |
|---------------------------------------|------------------------------|--|
| <b>TANF TOA<br/>in months</b>         | 51 (in<br>New<br>York)       | N/A  |
| <b>CalWORKs<br/>TOA in<br/>months</b> | 51 out of<br>state<br>months | Mom is not<br>eligible to<br>be added<br>to the AU |

**Example 5 - Counting Out of State Months of TANF Received Prior to January 1, 1998.** In August 2011, an AU of three (mom and two children) moves to California from South Carolina, where they previously received TANF aid for 19 months from November 1996 through May 1998. South Carolina implemented its TANF program October 12, 1996. From June 1998 until she moved to California, mom and her children were not receiving aid in any state. In this case, Mom has a total of 19 months of countable federal aid, but only five months can be counted toward her CalWORKs clock (January through May 1998.) Therefore, when she comes to California and if determined to be eligible in August 2011, she still has 43 months remaining on her CalWORKs clock, but only 41 remaining on her federal clock. In December 2014, mom reaches her federal 60-month time limit, but since she still has two remaining months on her CalWORKs 48-month time clock, her case is moved to the TANF timed-out and she is aided with state-only funds. Unless the mom meets a California time limit exemption or extension criteria, once her CalWORKs 48-month time limit is exhausted, she would be removed from the AU effective February 28<sup>th</sup> (following her 48th month of CalWORKs aid). The children would be moved into the Safety Net program on the first of the following month, March 2015, if otherwise eligible.

|                                       | <b>July<br/>2011</b>        | <b>August<br/>2011</b> | <b>December<br/>2014</b> | <b>January<br/>2015</b> | <b>February<br/>2015</b> | <b>March<br/>2015</b>   |
|---------------------------------------|-----------------------------|------------------------|--------------------------|-------------------------|--------------------------|---|
| <b>TANF TOA<br/>in months</b>         | 19                          | 20                     | 60                       | TANF<br>timed-out       | N/A                      | N/A   |
| <b>CalWORKs<br/>TOA in<br/>months</b> | 5 out<br>of state<br>months | 6                      | 46                       | 47<br>Aid code<br>32/3W | 48                       | Mom<br>removed from<br>AU February<br>28 <sup>th</sup><br><br>Aid code<br>3A/3C |

**REVISED 48-MONTH TIME LIMIT  
FORMS AND NOTICES OF ACTION (NOAs)**

- Mass Informing Mailer
- Revised NA 530 (04/11)
- Revised NA 531 (04/11)
- Revised NA 532 (04/11)
- Revised 2184 (4/11)
- Revised TEMP 2186A (4/11)
- Revised 2187 (4/11)

**NOA Messages:**

| <b>Action</b>       | <b>Type</b>                                | <b>PURPOSE</b>   | <b>NOA #</b>  |
|---------------------|--|--|---------------|
| Discontinue         | 48-Month Time Limit                        | NOA to discontinue adult(s) when 48 months of aid have been received.                                  | TEMP M40-107e |
| Discontinue         | 48-Month Time Limit/<br>income exceeds MAP | NOA to discontinue case when 48 months of aid have been received and income exceeds the MAP.           | TEMP M40-107g |
| Change              | 48th Month on Aid<br>(MFG child)           | NOA to change benefits for MFG families based on the 48-month time limit.                              | TEMP M40-107h |
| Discontinue         | 48th Month on Aid (No<br>eligible child)   | NOA to discontinue case when 48 months of aid have been received and no eligible child is in the case. | TEMP M40-107i |
| Partial<br>approval | 48th Month on Aid<br>(Partial approval)    | NOA that approves part of the family and the reason for excluding others in the family.                | TEMP M40-107j |

## **New State Law Rules in California Work Opportunity and Responsibility to Kids (CalWORKs) Starting July 1, 2011**

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### **The CalWORKs time limit clock for adults will change from 60 months to 48 months.**

On July 1, 2011, if you are the adult(s) in the case and you already got 48 or more months of cash aid, you will be removed from cash aid. Your children will get aid in the Safety Net Program, if eligible. Time limit exemptions and domestic abuse waivers still apply.

### **There will be a new CalWORKs time limit and aid cuts for some child-only cases.**

On July 1, 2011, if you are the adult in the home and you are:

- A drug or fleeing felon, or avoiding prosecution for a felony charge;
- An undocumented non-citizen;
- Sanctioned for not meeting Welfare-to-Work requirements;
- Timed-out (and your children are getting aid in the Safety Net program); or
- A relative taking care of the children but not receiving cash aid.

Your children's cash aid will be cut after five years on aid, this way:

- After getting 60 total months of cash aid (five years), the aid will be cut by five percent;
- After getting 72 total months of cash aid (six years), the aid will be cut by another five percent for a total ten percent; and
- After getting 84 total months of cash aid (seven years), the aid will be cut by another five percent for a total 15 percent.

If you are the adult in the home and you are getting Supplemental Security Income/State Supplementary Payment (SSI/SSP), your children's cash aid will not be cut because of this new rule. All adults in the home must be getting SSI/SSP to be excluded from this rule.

You will get a notice of action 30 days before the cash aid cuts happen telling you what your cash aid will be.

### **New Welfare-to-Work Changes**

If you have a child between the ages of 12 and 23 months, you will be excused from Welfare-to-Work activities. This exemption will last until June 30, 2012 or until the child turns two, whichever comes first. In some counties, this exemption may be offered to clients with children up to 35 months of age. If your county has extended this exemption you will be sent a written notice.

You may also be exempt if you have two or more children under the age of six years old. This exemption will last until June 30, 2012 or until you do not have two children under age six, whichever comes first.

If you meet any of these exemptions, you will be excused from Welfare-to-Work activities. You can volunteer for Welfare-to-Work activities if your county has enough money to provide all of your needed supportive services, like transportation, child care, work clothing or tools, books, and supplies that are included in your approved Welfare-to-Work plan.

These exemptions stop your CalWORKs 48-month time clock. If you are currently sanctioned but are now eligible for one of these exemptions, your sanction will stop and you will get your part of your family's cash aid back.

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## **Nuevas reglas en la ley del Estado para el Programa de California de Oportunidades de Trabajo y Responsabilidad hacia los Niños (CalWORKs) comienzan el 1° de julio del 2011**

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**El reloj que marca el límite de tiempo de CalWORKs para los adultos cambiará de 60 meses a 48 meses.** El 1° de julio del 2011 se eliminará la asistencia monetaria que recibe, si usted (o ustedes) es el adulto en el caso y ya ha recibido 48 meses o más de asistencia monetaria. Si sus niños son elegibles, ellos recibirán asistencia del Programa de la Red de Seguridad, conocido en inglés como "*Safety Net Program*". Las exenciones en el límite de tiempo y las dispensaciones debido a abuso doméstico todavía aplican.

### **Habrá un nuevo límite de tiempo de CalWORKs y recortes en la asistencia para algunos casos designados como "niños solamente" (*child-only cases*).**

A partir del 1° de julio del 2011, si usted es el adulto en el hogar y:

- Ha sido declarado culpable de un delito mayor (*felony*) relacionado con las drogas, o si está huyendo porque ha sido declarado culpable de un delito mayor, o si está evitando enjuiciamiento por el cargo de un delito mayor;
- Es una persona no ciudadana que no tiene documentos;
- Está sancionado por no cumplir con los requisitos del Programa para la Transición de la Asistencia Pública al Trabajo (*Welfare to Work*);
- Es una persona que ha llegado al límite de tiempo para recibir beneficios de CalWORKs (*timed-out*) (y sus niños están recibiendo asistencia del Programa de la Red de Seguridad); o
- Es un pariente cuidando a los niños pero no está recibiendo asistencia monetaria.

La asistencia monetaria de sus niños se recortará de la siguiente manera después de cinco años de recibir asistencia:

- Después de recibir asistencia monetaria durante un total de 60 meses (cinco años), la asistencia se recortará un cinco por ciento.
- Después de recibir asistencia monetaria durante un total de 72 meses (seis años), la asistencia se recortará otro cinco por ciento para un total del diez por ciento; y
- Después de recibir asistencia monetaria durante un total de 84 meses (siete años), la asistencia se recortará otro cinco por ciento para un total del 15 por ciento.

Si usted es el adulto en el hogar y está recibiendo Ingresos Suplementales de Seguridad/Pagos Suplementarios del Estado (SSI/SSP), la asistencia monetaria de sus niños no se recortará debido a esta nueva regla. Todos los adultos en el hogar tienen que estar recibiendo SSI/SSP para estar excluidos de esta regla.

Usted recibirá una notificación de acción 30 días antes de que se recorte la asistencia monetaria y la notificación le indicará cuál será su asistencia monetaria.

### **Nuevos cambios en el Programa de Welfare-to-Work**

Si usted tiene un niño que tiene entre 12 y 23 meses de edad, tendrá una exención para no participar en las actividades de Welfare-to-Work. Esta exención continuará hasta el 30 de junio del 2012 o hasta que el niño cumpla los dos años de edad, lo que suceda primero. En algunos condados, es posible que esta exención se ofrezca a los beneficiarios con niños de hasta 35 meses de edad. Si su condado tiene esta exención ampliada, se le enviará una notificación por escrito.

Es posible que usted también esté exento si tiene dos o más niños menores de los seis años de edad. Esta exención durará hasta el 30 de junio del 2012 o hasta que usted no tenga dos niños menores de los seis años de edad, lo que suceda primero.

Si califica para alguna de esas exenciones, usted estará exento de participar en las actividades de Welfare-to-Work. Usted puede ser voluntario para participar en las actividades de Welfare-to-Work si su condado tiene suficiente dinero para proporcionar todos los servicios de apoyo que se necesitan, como el transporte, cuidado de niños, ropa o herramientas para trabajo, libros, y los artículos que estén incluidos en su plan aprobado de Welfare-to-Work.

Estas exenciones suspenden el reloj que marca el límite de tiempo de 48 meses de CalWORKs. Si actualmente usted está sancionado pero ahora es elegible para una de estas exenciones, su sanción se suspenderá y se le devolverá parte de la asistencia monetaria de su familia.

# NOTICE OF ACTION 48-MONTH TIME LIMIT

COUNTY OF \_\_\_\_\_

STATE OF CALIFORNIA  
HEALTH AND HUMAN SERVICES AGENCY  
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

(ADDRESSEE)

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Notice Date : \_\_\_\_\_  
Case Name : \_\_\_\_\_  
Number : \_\_\_\_\_  
Worker Name : \_\_\_\_\_  
Number : \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Questions? Ask your Worker.

**State Hearing:** If you think this action is wrong, you can ask for a hearing. The back of this page tells how. Your benefits may not be changed if you ask for a hearing before this action takes place.

## CONTACT YOUR WORKER RIGHT AWAY IF YOU DISAGREE WITH THE INFORMATION ON THIS NOTICE.

- If you and the county worker cannot reach an agreement, you must ask for a hearing within 90 days from the date of this notice.
- If you do not request a hearing, you may never get another chance to change the number of months shown on this notice for your 48-month time limit on aid.

**Medi-Cal:** This notice DOES NOT change or stop Medi-Cal Benefits. **Keep using your plastic Benefits Identification Card(s).** You will get another notice telling you about any changes to your health benefits.

**CalFresh:** This notice DOES NOT stop or change your CalFresh benefits. You will get a separate notice telling you about any changes to your CalFresh benefits.

Receiving Medi-Cal and/or CalFresh only DOES NOT count against your cash aid time limits.

**Rules:** These rules apply; you may review them at your welfare office: Senate Bill 72 (Chapter 8, Statutes of 2011).

## YOUR HEARING RIGHTS

You have the right to ask for a hearing if you disagree with any county action. You have only 90 days to ask for a hearing. The 90 days started the day after the county gave or mailed you this notice. If you have good cause as to why you were not able to file for a hearing within the 90 days, you may still file for a hearing. If you provide good cause, a hearing may still be scheduled.

If you ask for a hearing before an action on Cash Aid, Medi-Cal, CalFresh (Food Stamps), or Child Care takes place:

- Your Cash Aid or Medi-Cal will stay the same while you wait for a hearing.
- Your Child Care Services may stay the same while you wait for a hearing.
- Your CalFresh (Food Stamps) will stay the same until the hearing or the end of your certification period, whichever is earlier.

If the hearing decision says we are right, you will owe us for any extra Cash Aid, CalFresh (Food Stamps) or Child Care Services you got. To let us lower or stop your benefits before the hearing, check below:

Yes, lower or stop:  Cash Aid  CalFresh (Food Stamps)  
 Child Care

**While You Wait for a Hearing Decision for:**

### Welfare to Work:

You do not have to take part in the activities.

You may receive child care payments for employment and for activities approved by the county before this notice.

If we told you your other supportive services payments will stop, you will not get any more payments, even if you go to your activity.

If we told you we will pay your other supportive services, they will be paid in the amount and in the way we told you in this notice.

- To get those supportive services, you must go to the activity the county told you to attend.
- If the amount of supportive services the county pays while you wait for a hearing decision is not enough to allow you to participate, you can stop going to the activity.

### Cal-Learn:

- You cannot participate in the Cal-Learn Program if we told you we cannot serve you.
- We will only pay for Cal-Learn supportive services for an approved activity.

## OTHER INFORMATION

**Medi-Cal Managed Care Plan Members:** The action on this notice may stop you from getting services from your managed care health plan. You may wish to contact your health plan membership services if you have questions.

**Child and/or Medical Support:** The local child support agency will help collect support at no cost even if you are not on cash aid. If they now collect support for you, they will keep doing so unless you tell them in writing to stop. They will send you current support money collected but will keep past due money collected that is owed to the county.

**Family Planning:** Your welfare office will give you information when you ask for it.

**Hearing File:** If you ask for a hearing, the State Hearing Division will set up a file. You have the right to see this file before your hearing and to get a copy of the county's written position on your case at least two days before the hearing. The state may give your hearing file to the Welfare Department and the U.S. Departments of Health and Human Services and Agriculture. **(W&I Code Sections 10850 and 10950.)**

## TO ASK FOR A HEARING:

- Fill out this page.
- Make a copy of the front and back of this page for your records. If you ask, your worker will get you a copy of this page.
- Send or take this page to:

OR

- Call toll free: 1-800-952-5253 or for hearing or speech impaired who use TDD, 1-800-952-8349.

**To Get Help:** You can ask about your hearing rights or for a legal aid referral at the toll-free state phone numbers listed above. You may get free legal help at your local legal aid or welfare rights office.

If you do not want to go to the hearing alone, you can bring a friend or someone with you.

### HEARING REQUEST

I want a hearing due to an action by the Welfare Department of \_\_\_\_\_ County about my:

- Cash Aid  CalFresh (Food Stamps)  Medi-Cal  
 Other (list) \_\_\_\_\_

Here's Why: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- If you need more space, check here and add a page.  
 I need the state to provide me with an interpreter at no cost to me. (A relative or friend cannot interpret for you at the hearing.)

My language or dialect is: \_\_\_\_\_

NAME OF PERSON WHOSE BENEFITS WERE DENIED, CHANGED OR STOPPED

BIRTH DATE PHONE NUMBER

STREET ADDRESS

CITY STATE ZIP CODE

SIGNATURE DATE

NAME OF PERSON COMPLETING THIS FORM PHONE NUMBER

- I want the person named below to represent me at this hearing. I give my permission for this person to see my records or go to the hearing for me. (This person can be a friend or relative but cannot interpret for you.)

NAME PHONE NUMBER

STREET ADDRESS

CITY STATE ZIP CODE

# NOTICE OF ACTION

## 48-MONTH TIME LIMIT (Continued)

COUNTY OF \_\_\_\_\_

STATE OF CALIFORNIA  
HEALTH AND HUMAN SERVICES AGENCY  
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

Notice Date : \_\_\_\_\_  
Case : \_\_\_\_\_  
Name : \_\_\_\_\_  
Number : \_\_\_\_\_

### ADULT REACHED CalWORKS 48-MONTH TIME LIMIT

#### Monthly Cash Aid Amount

##### Section A. Countable Income, Month of \_\_\_\_\_

1. Total Business Income . . . . . \$ \_\_\_\_\_
  2. Business Expenses:
    - a. 40% Standard . . . . . - \_\_\_\_\_
    - OR
    - b. Actual . . . . . - \_\_\_\_\_
  3. Net Earnings from Self-Employment . . . . . = \_\_\_\_\_
  4. Total Disability-Based Unearned Income (DBI)  
(Assistance Unit + Non-Assistance Unit Members) . . \$ \_\_\_\_\_
  5. \$225 DBI Disregard (if #4 is greater than \$225) . . . . - \_\_\_\_\_
  6. Nonexempt Unearned Disability-Based Income . . . . = \_\_\_\_\_
  - OR
  7. Unused DBI Disregard (up to \$112) . . . . . = \_\_\_\_\_
  8. Net Earnings from Self-Employment (from above) . . + \_\_\_\_\_
  9. Total Other Earned Income . . . . . + \_\_\_\_\_
  10. Unused Amount of \$225 (from #7) or \$112  
(whichever is less) . . . . . - \_\_\_\_\_
  11. Subtotal . . . . . = \_\_\_\_\_
  12. Earned Income Disregard 50%. . . . . - \_\_\_\_\_
  13. Subtotal . . . . . = \_\_\_\_\_
  14. Nonexempt Unearned Disability-Based Income  
(from #6) . . . . . + \_\_\_\_\_
  15. Subtotal . . . . . = \_\_\_\_\_
  16. Other Nonexempt Income (Assistance Unit + Non-  
Assistance Unit Members) . . . . . + \_\_\_\_\_
- Net Countable Income** . . . . . = \_\_\_\_\_

##### Section B. Your Cash Aid, Month of \_\_\_\_\_

1. Maximum Aid \_\_\_\_\_ Persons  
(Assistance Unit + Non-Assistance Unit Members) . . \$ \_\_\_\_\_
2. Special Needs (Assistance Unit + Non-Assistance  
Unit Members) . . . . . + \_\_\_\_\_
3. Net Countable Income from Section A (above) . . . . - \_\_\_\_\_
4. Subtotal . . . . . = \_\_\_\_\_
5. Maximum Aid \_\_\_\_\_ Persons (Assistance Unit only)  
(Excluding MFG, or Penalized Persons) . . . . . \$ \_\_\_\_\_
6. Special Needs (Assistance Unit only) . . . . . + \_\_\_\_\_
7. Maximum Aid Subtotal . . . . . = \_\_\_\_\_
8. **Full Month Aid Subtotal**  
(Lowest Amount on Line 4 or 7) . . . . . = \_\_\_\_\_
9. Line 8 Prorated for Part of Month . . . . . = \_\_\_\_\_
10. Adjustments: 25% Child Support Penalty(ies) . . . . - \_\_\_\_\_
  - Other Penalties . . . . . - \_\_\_\_\_
  - Overpayment . . . . . - \_\_\_\_\_
  - Child-Only Grant Cut (5%, 10%, 15%) . . . . . - \_\_\_\_\_
  - School Bonus (\$100 or \$500) . . . . . + \_\_\_\_\_
11. **Monthly Cash Aid Amount**  
(Line 8 or 9 Adjusted) . . . . . \$ \_\_\_\_\_

#### EXEMPT MONTHS

The following \_\_\_\_\_ months did not count toward your CalWORKs  
48-month time limit:

Year \_\_\_\_\_ - Jan Feb Mar Apr May June  
July Aug Sept Oct Nov Dec

Year \_\_\_\_\_ - Jan Feb Mar Apr May June  
July Aug Sept Oct Nov Dec

# NOTICE OF ACTION

## 48-MONTH TIME LIMIT (Continued)

COUNTY OF \_\_\_\_\_

STATE OF CALIFORNIA  
HEALTH AND HUMAN SERVICES AGENCY  
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

Notice Date : \_\_\_\_\_  
Case Name : \_\_\_\_\_  
Number : \_\_\_\_\_

### ADULT REACHED CalWORKS 48-MONTH TIME LIMIT - DISCONTINUE

#### Section A. Net Countable Income

1. Total Business Income . . . . . \$ \_\_\_\_\_
2. Business Expenses:
  - a. 40% Standard . . . . . - \_\_\_\_\_
  - OR
  - b. Actual . . . . . - \_\_\_\_\_
3. Net Earnings from Self-Employment . . . . . = \_\_\_\_\_
4. Total Disability-Based Unearned Income (DBI)  
(Assistance Unit + Non-Assistance Unit Members) . . \$ \_\_\_\_\_
5. \$225 DBI Disregard (if #4 is greater than \$225) . . . - \_\_\_\_\_
6. Nonexempt Unearned Disability-Based Income . . . . = \_\_\_\_\_
- OR
7. Unused DBI Disregard (up to \$112) . . . . . = \_\_\_\_\_
8. Net Earnings from Self-Employment (from above) . . + \_\_\_\_\_
9. Total Other Earned Income . . . . . + \_\_\_\_\_
10. Unused Amount of \$225 (from #7) or \$112  
(whichever is less) . . . . . - \_\_\_\_\_
11. Subtotal . . . . . = \_\_\_\_\_
12. Earned Income Disregard 50%. . . . . - \_\_\_\_\_
13. Subtotal . . . . . = \_\_\_\_\_
14. Nonexempt Unearned Disability-Based Income  
(from #6) . . . . . + \_\_\_\_\_
15. Subtotal . . . . . = \_\_\_\_\_
16. Other Nonexempt Income (Assistance Unit + Non-  
Assistance Unit Members) . . . . . + \_\_\_\_\_
17. Child Support collected by County, except for  
Maximum Family Grant child  
(for financial eligibility only) . . . . . + \_\_\_\_\_
- Net Countable Income** . . . . . = \_\_\_\_\_
1. Maximum Aid \_\_\_\_\_ Persons  
(Assistance Unit + Non-Assistance Unit Members) . . \$ \_\_\_\_\_
2. Special Needs (Assistance Unit + Non-Assistance  
Unit Members) . . . . . + \_\_\_\_\_
3. Net Countable Income from Section A (above) . . . . - \_\_\_\_\_
- (B) Maximum Aid Payment** . . . . . = \_\_\_\_\_

#### EXEMPT MONTHS

The following \_\_\_\_\_ months did not count toward your CalWORKS  
48-month time limit:

|              |      |     |      |     |     |      |
|--------------|------|-----|------|-----|-----|------|
| Year _____ - | Jan  | Feb | Mar  | Apr | May | June |
|              | July | Aug | Sept | Oct | Nov | Dec  |
|              |      |     |      |     |     |      |
| Year _____ - | Jan  | Feb | Mar  | Apr | May | June |
|              | July | Aug | Sept | Oct | Nov | Dec  |

## CALWORKS 48-MONTH TIME LIMIT



### CalWORKs 48-MONTH TIME LIMIT ON AID

Beginning July 1, 2011, an aided adult (parent, stepparent, and/or caretaker relative) can only receive 48 months (4 years) of cash aid from the California Work Opportunity and Responsibility to Kids (CalWORKs) program. This includes cash aid you got from California and other states' Federal Temporary Assistance for Needy Families (TANF) Programs.

#### The 48-month time limit does NOT apply to:

- Children
- Child Care
- Medi-Cal Benefits
- CalFresh Benefits
- Aid that was received from California or other states under the Aid to Families with Dependent Children (AFDC) Program before January 1, 1998.

### FACTS YOU SHOULD KNOW ABOUT THE CalWORKs 48-MONTH TIME LIMIT

#### **Time Limit Exemptions - "Clock Stoppers"**

A month on cash aid does **not** count toward your CalWORKs 48-month time limit if at any time during that month **you are**:

- Disabled (*You must have medical proof of a disability that is expected to last at least 30 days.*)
- 60 years or older.
- Caring for an ill or incapacitated person living in your home, which impairs you from working or participating in welfare-to-work activities.
- Caring for a dependent child of the court or a child at risk of placement in foster care, which impairs you from working or participating in welfare-to-work activities.
- A victim of domestic abuse and the county waives the 48-month time limit.
- A pregnant or parenting teen under the age of 20 and you are going to school to earn your high school diploma or GED.
- Living in Indian Country, as defined by federal law, or an Alaskan native village, in which at least 50 percent of the adults are unemployed.

#### **More "Clock Stoppers" to the CalWORKs 48-Month Time Limit**

A month does **not** count if:

- You did not get CalWORKs cash aid because your cash grant was less than \$10 or you were sanctioned, or for any other reason.
- Your cash grant is fully repaid by child support collection.
- You are off cash aid, employed and only getting supportive services such as child care, transportation, and case management.
- The parent or caretaker of one child who is between 12 and 23 months of age, or two or more children who are under six years of age.
- Living in a county that provides an exemption for a parent or caretaker of a child who is between 24 and 35 months of age.
- Living in a county that provides good cause from welfare-to-work participation due to lack of supportive services.

*(These three last exemptions will last until June 30, 2012, or until these age limits no longer apply in your case, whichever comes first.)*

***For more information regarding time limits, see back page.***

# CALWORKS 48-MONTH TIME LIMIT

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## Time Limit Exceptions - “Time Extenders”

When you have been aided for 48 months, you may get more cash aid, if **all** aided parents, stepparents, and/or caretaker relatives in the home are in one of the following situations:

- Caring for an ill or incapacitated person living in your home, which impairs you from working or participating in welfare-to-work activities.
- 60 years or older
- Caring for a dependent child of the court, or a child at risk of placement in foster care, which impairs you from working or participating in welfare-to-work activities.
- Evaluated by the county and are found to be unable to maintain work or take part in welfare-to-work activities. This exception only applies when the adult has a history of cooperating with welfare-to-work rules.
- Not in the assistance unit (AU) for any reason other than reaching the 48-month time limit.
- Disabled and receiving certain types of disability benefits (State Disability Insurance, Workers Compensation Temporary Disability Insurance, In-Home Supportive Services, or State Supplementary Program benefits). This exception only applies if the disability impairs you from working or participating in welfare-to-work activities.

## CalWORKs 48-Month Time Limit Waiver for Extending Aid

If you are a victim of domestic abuse and the county determines that your condition or situation impairs your ability to work or to participate in welfare-to-work activities, the county may waive the 48-month time limit, and you can get more than 48 months of aid.

## Request for Exemption or Extender

If you have a condition that qualifies as an exemption or extender, contact your worker to request the exemption/extender. You may also contact your worker to find out how many months of aid you used.

## Choosing to Leave Cash Aid

If your family is getting a monthly cash grant that is a small amount, you may choose to decline the grant and leave cash aid so that the months will not count toward your CalWORKs 48-month time limit. This **will** save you some months for cash aid in the future. You should contact your worker to find out more information about leaving cash aid and if it will be beneficial to you.

## Diversion

There are special time limit rules for diversion, which some applicants choose to get instead of on-going aid. The month that you get the diversion payment counts as one month toward the CalWORKs 48-month time limit, unless you reapply and get cash aid during the diversion period. In that case, you may choose to have all the months in the diversion period counted toward the 48-month time limit, or to repay the diversion payment by reducing your monthly cash grant.

### **RULES FOR OTHER STATES**

Other states have different time limit rules. If you have received TANF aid in another state - or if you plan to move to another state - you must contact that state to find out about its time limit requirements.

## CalWORKs TIME LIMIT and WELFARE-TO-WORK PARTICIPATION EXEMPTION REQUEST FORM

PLEASE PRINT

|                                    |        |                        |                             |
|------------------------------------|--------|------------------------|-----------------------------|
| YOUR NAME                          |        | <b>COUNTY USE ONLY</b> |                             |
| ADDRESS                            | STREET | COUNTY                 |                             |
| CITY                               | ZIP    | CASE NAME              |                             |
| PHONE<br>(     )                   |        | CASE NO.               | OTHER ID NO.                |
| <b>QUESTIONS? ASK YOUR WORKER.</b> |        | WORKER NAME            | WORKER PHONE NO.<br>(     ) |

Most adults can only get 48 months (4 years) of cash aid from the CalWORKs program. Unless exempt, you must do CalWORKs Welfare-to-Work activities as a condition for getting aid.

If you are a pregnant and/or parenting teen under 20 years old and have not received a high school diploma or its equivalent, **these rules do not apply to you. For more information call your worker.**

### INSTRUCTIONS TO THE CLIENT:

If you answer "Yes" to any of these questions, you may be exempt for a month or longer from the CalWORKs 48-month time limit and/or Welfare-to-Work participation. You may need to give information to help the county decide if you should be exempt. Please answer all of the questions. **The county cannot answer these questions for you. Please be sure to sign and date the back of this form.**

#### **YES    NO    Welfare-to-Work Participation Exemptions Only**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Are you pregnant and does a doctor state that you cannot work or participate in Welfare-to-Work activities for 32 hours per week if you are a one-parent assistance unit or for 35 hours per week if you are a two-parent assistance unit?                 |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Are you the parent or caretaker of a child age _____ or under? (Depending on the County, you may be exempt if your child is 12 weeks old or under, six (6) months old or under, or 12 months old or under.) This exemption is available <u>only once</u> . |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. If you have used exemption #2, have you recently become the parent or caretaker of another infant? (Depending on the County, you may be exempt for 12 weeks to 6 months.)  |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Are you a full time volunteer in the Volunteers in Service to America (VISTA) Program?   |

#### **YES    NO    CalWORKs 48-Month Time Limit and Welfare-to-Work Participation Exemptions**

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Are you a 16-or 17-year old who has a high school diploma or its equivalent and is enrolled or planning to enroll in a educational, vocational or technical school training program?  |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Are you physically or mentally unable to work or participate in a Welfare-to-Work activity for 32 hours per week if you are a one-parent assistance unit, or for 35 hours per week if you are a two-parent assistance unit on a regular basis for at least 30 calendar days? Please provide any medical proof of your disability. |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Are you the nonparent caretaker of a child who is a dependent or ward of the court, or at risk of being placed in foster care?  |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Do you need to stay home to take care of someone in the household who cannot take care of him/herself, which makes it hard for you to work or participate in a Welfare-to-Work activity?  |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Are you living in Indian Country, as defined by federal law, in which 50 percent of the adults are unemployed? (This exemption applies only to the CalWORKs 48-month time limit, not the Welfare-to-Work participation exemption.)  |

**PLEASE READ THE BACK OF THIS FORM TO FIND OUT ABOUT MORE EXEMPTIONS.**

# CalWORKs TIME LIMIT and WELFARE-TO-WORK PARTICIPATION EXEMPTION REQUEST FORM (BACK)

**Welfare-to-Work Participation Exemptions** - You do NOT have to return this form for these exemptions.

You will not be required to participate in the Welfare-to-Work program if any of the reasons apply to you.

- You are under 16 years old.
- You are 16, 17, or 18 years old and in high school or adult school.
- You are 60 years or older.
- You are the parent or caretaker of one child who is between 12 and 23 months of age, or two or more children who are under six years of age.
- You live in a county that has provided an exemption for a parent or caretaker of a child who is between 24 and 35 months of age.

**CalWORKs 48-Month Time Limit Exemptions** - You do NOT have to ask for these exemptions, on this form. You may contact your worker if any of these reasons apply to you.

A month of aid will not count against your CalWORKs 48-month time limit if any of the reasons listed below apply to you.

- You did not receive CalWORKs cash aid because your grant was less than \$10.
- Your cash grant is fully repaid by child support collection.
- You are off cash aid, employed and only getting supportive services such as child care, transportation, and case management.
- You are 60 years or older.
- You are the parent or caretaker of one child who is between 12 and 23 months of age, or two or more children who are under six years of age.
- You live in a county that has provided an exemption for a parent or caretaker of a child who is between 24 and 35 months of age.
- You have been given good cause from Welfare-to-Work participation due to lack of supportive services.

## CalWORKs 48-Month Time Limit and Welfare-to-Work Participation Waivers

If you or a family member are a past or present victim of domestic abuse and the county finds that your condition or situation prevents or impairs your ability to be regularly employed or to participate in Welfare-to-Work activities, the county may waive the CalWORKs 48-month time limit and/or the Welfare-to-Work participation requirements. You do not have to complete this form to get a waiver to the time limits. You may contact your worker to ask for a domestic abuse waiver.

- You will be told in writing whether or not you are exempt from the CalWORKs 48-month time limit and/or Welfare-to-Work participation and the reason why.
- You may be asked to give the county proof of your reason for why you think you should be exempt.
- If you do not agree with the county, you may ask for a State hearing.
- Depending on your situation, you may be evaluated each month to determine if you continue to be exempt.

YOUR SIGNATURE

DATE

# YOUR CalWORKs 48-MONTH TIME LIMIT

|             |              |
|-------------|--------------|
| COUNTY      |              |
| CASE NAME   |              |
| CASE NO.    | OTHER ID NO. |
| WORKER NAME |              |

Questions? Ask your worker.

Date: \_\_\_\_\_

## THIS FORM GIVES YOU INFORMATION ABOUT YOUR CalWORKs 48-MONTH TIME CLOCK.

On \_\_\_\_\_, you \_\_\_\_\_ asked for information about your time on aid for the CalWORKs 48-month time clock.  
(DATE) (RECIPIENT'S NAME)

On the date of the last notice, \_\_\_\_\_, the County found that you used a total of \_\_\_\_\_ months of your lifetime 48-month time limit of CalWORKs cash aid.

Since the last notice, you got CalWORKs from \_\_\_\_\_ to \_\_\_\_\_.

The following months did not count toward your CalWORKs 48-month time limit:

Year \_\_\_\_\_ - Months \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,

Year \_\_\_\_\_ - Months \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

You may be eligible to get aid in California for \_\_\_\_\_ more months.

You will receive a Notice of Action (NOA) telling you the number of months of aid you used and the specific months that did not count toward your CalWORKs 48-month time limit. The county will give you this NOA:

- at application for cash aid.
- at redetermination of cash aid.
- between your 42nd and 46th months on cash aid.

State of California  
Department of Social Services

Noa Msg Doc No.: TEMP M40-107e Page 1 of 2  
Action : Change  
Issue: CalWORKs Time Limit  
Title: 48<sup>th</sup> Month on aid

Auto ID No.:  
Source :  
Issued by :  
Reg Cite : 40-107.147, 42-302, 42-302.2  
42-302.21, 42-712

Use Form No. : NA 530, attach NA 531  
Original Date : 4/26/11 New  
Revision Date :

MESSAGE:

As of \_\_\_\_\_ the county is changing your family's cash aid from \$\_\_\_\_\_ to \$\_\_\_\_\_.

Here's why:

Beginning July 1, 2011, State Law changes the CalWORKs time limit from 60 months to 48 months for aided adults.

As of \_\_\_\_\_, you, \_\_\_\_\_ have used a total of \_\_\_\_\_ months toward your lifetime 48 month time limit of CalWORKs cash aid so you can no longer get cash aid in California. The new amount of cash aid is for the remaining eligible members of your family.

You got cash aid:

From \_\_\_\_\_ to \_\_\_\_\_ = \_\_\_\_\_ months.

Months that did not count: - \_\_\_\_\_ months.

The total number of countable months is now \_\_\_\_\_ months.

If you were exempt, the month(s) did not count toward the 48-month CalWORKs time limit. These months are listed on the next page.

- The last page shows how child support was applied to exempt month(s).
- You may have months that will be exempt because of child support collection in the future.
- No child support was collected for children in your CalWORKs assistance unit.

Your new cash aid amount is figured on the next page.

Authority: Senate Bill 72 (Chapter 8, Statutes of 2011)

INSTRUCTIONS: Use at 48<sup>th</sup> month to inform an adult recipient that he/she has reached the CalWORKs time limit and is being removed from the AU.

Complete the following:

- Date of change.
- Current and new amount of cash aid.
- Date time limit is/will be reached.
- Name of timed-out adult.
- Total number of countable months used towards the time limit.
- Period of time that cash aid was received.
- Number of exempt months.
- Total countable months towards the life time limit.
- Check appropriate box(es) for child support exemption.

Use NA 530 (4/11), attach NA 531 (4/11) to show the new cash aid amount and the exempt months, including year and number of months that did not count. If child support exemption is applicable, use addendum for exempt months due to child support collection. **Use from June 2011 through December 2011.**

State of California  
Department of Social Services

Noa Msg Doc No.: TEMP M40-107g Page 1 of 2  
Action : Discontinue  
Issue: CalWORKs Time Limit/income exceeds MAP  
Title: 48<sup>th</sup> Month On Aid

Auto ID No.: Use Form No. : NA 530, attach NA 532  
Source : Original Date : 4-26-11 New  
Issued by : Revision Date :  
Reg Cite :40-107.147, 42-302, 42-302.21,  
42-712, 44-111, 44-113, 44-207.2

MESSAGE:

As of \_\_\_\_\_, the county is stopping your family's cash aid.

Here's why:

Beginning July 1, 2011, State Law changes the CalWORKs time limit from 60 months to 48 months for aided adults.

As of \_\_\_\_\_, you, \_\_\_\_\_ have used a total of \_\_\_\_\_ months toward your lifetime 48-month time limit of CalWORKs cash aid so you can no longer get cash aid in California. Your family's net countable income is now more than the maximum aid payment for your new smaller family size.

You got cash aid:

From \_\_\_\_\_ to \_\_\_\_\_ = \_\_\_\_\_ months.

Months that did not count: - \_\_\_\_\_ months.

The total number of months is now \_\_\_\_\_ months.

If you were exempt, the month(s) did not Count toward the CalWORKs 48-month time limit. These months are listed on the next page.

- The last page shows how child support was applied to exempt month(s).
- You may have month(s) that will be exempt because of child support collection in the future.
- No child Support was collected for children in your CalWORKs assistance unit.

Your family's needs and income are figured on the next page.

Authority:  
Senate Bill 72 (Chapter 8, Statutes of 2011).

Instructions: Use at the 48<sup>th</sup> month on aid (or if the recipient already has more than 48 months) to inform an adult recipient that s/he has reached the CalWORKs time limit and the family is no longer eligible for cash aid because their net income is more than the MAP.

Complete the following:

- Date of discontinuance.
- Date time limit is/will be reached.
- Name of the adult recipient.
- Total number of months countable towards the time limit.
- Period of time in which cash aid was received (both in California and other states).
- Total number of exempt months.
- Total countable months towards the life time limit.
- Check the appropriate box(es) for child support exemption.

Use NA 530 (4/11), attach continuation page NA 532 (4/11) to show family's income (AU + Non-members AU) is more than the MAP and the exempt months, including year and number of months that did not count. If child support exemption is applicable, use addendum for exempt months due to child support collection. **Use this temp message from June 2011 through December 2011.**

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State of California  
Department of Social Services

Noa Msg Doc No.: TEMP M40-107h Page 1 of 2  
Action : change  
Issue: CalWORKs Time Limit  
Title: 48<sup>th</sup> Month On Aid-MFG Child  
Use Form No. : NA 530, attach NA 531  
Original Date : 4-26-11 New  
Revision Date :

Auto ID No.:  
Source :  
Issued by :  
Reg Cite : 40-107.147, 42-302, 42-302.21,  
42-712, 44-314

MESSAGE:

As of \_\_\_\_\_ the county is changing your family's cash aid from \$\_\_\_\_ to \$\_\_\_\_\_.

Here's why:

Beginning July 1, 2011, State Law changes the CalWORKs time limit from 60 months to 48 months for aided adults.

As of \_\_\_\_\_, you, \_\_\_\_\_ have used a total of \_\_\_\_\_ months toward your lifetime 48 month time limit of CalWORKs cash aid so you can no longer get cash aid in California. You cannot get cash aid for your child, \_\_\_\_\_ because your child was born into a family that got cash aid for 10 months in a row before his/her birth. Your new cash aid amount is now for \_\_\_\_\_

You got cash aid:

from \_\_\_\_\_ to \_\_\_\_\_ = \_\_\_\_\_ months.

Months that did not count: - \_\_\_\_\_ months.

The total number of months is now \_\_\_\_\_ months.

If you were exempt, the month(s) did not count toward the CalWORKs time limit. These months are listed on the next page.

- The last page shows how child support was applied to exempt month(s).
- You may have months that will be exempt because of child support collection in the future. The county will let you know about these months if your family is still on CalWORKs.
- No child support was collected for children in your CalWORKs assistance unit.

Your new cash aid amount is figured on the next page

Authority:  
Senate Bill 72 (Chapter 8, Statutes of 2011)

Instructions: Use at 48<sup>th</sup> month to inform an adult recipient that he/she has reached the CalWORKs time limit and there is an MFG child in the home.

Complete the following:

- Date of change.
- Current and new amount of cash aid.
- Date time limit is/will be reached.
- Name of adult recipient.
- Total number of months countable towards the time limit.
- Name of MFG child.
- Name(s) of remaining AU member(s)
- Period of time in which cash aid was received.
- Number of exempt months.
- Total countable months towards the life time limit.
- Check the appropriate box(es) for child support exemption.

Use NA 530 (4/11), attach continuation page NA 531 (4/11) to show the new cash aid amount and the exempt months, including year and number of months that did not count. If child support exemption is applicable, use addendum for exempt months due to child support collection. If MFG child is the only child in the home use TEMP M40-107i (Disc/timed out/no eligible child) **Use from June 2011 through December 2011.**

State of California  
Department of Social Services

Noa Msg Doc No.: TEMP M40-107i Page 1 of 2  
Action : Discontinue  
Issue: CalWORKs Time Limit  
Title: 48<sup>th</sup> Month on aid, No eligible child

Auto ID No.:  
Source :  
Issued by :  
Reg Cite : 40-107.147, 42-302, 42-302.21  
42-712, 82-832

Use Form No. : NA 530; attach NA 532  
Original Date : 4-26-11 New  
Revision Date :

MESSAGE:

As of \_\_\_\_\_ the county is stopping your family's cash aid.

Here's why:

Beginning July 1, 2011, State Law changes the CalWORKs time limit from 60 months to 48 months for aided adults.

As of \_\_\_\_\_, you, \_\_\_\_\_ have used a total of \_\_\_\_\_ months toward your lifetime 48-month time limit of CalWORKs cash aid, so you can no longer get cash aid in California. No one else in your family can get cash aid because:

- your child(ren) no longer lives with you.
- your child(ren) is receiving other aid from the \_\_\_\_\_ program.

You got cash aid:

From \_\_\_\_\_ to \_\_\_\_\_ = \_\_\_\_\_ months.

Months that did not count: - \_\_\_\_\_ months.

The total number of countable months is now \_\_\_\_\_ months.

If you were exempt, the month(s) did not count toward the 48-month CalWORKs time limit. These months are listed on the next page.

- The last page shows how child support was applied to exempt month(s).
- You may have months that will be exempt because of child support collection in the future.
- No child support was collected for children in your CalWORKs assistance unit.

Authority: Senate Bill 72 (Chapter 8, Statutes of 2011)

Instructions: Use at 48<sup>th</sup> month (or if recipient already has more than 48 months) to inform the adult recipient that s/he has reached the CalWORKs 48-month time limit and the family is no longer eligible because there is no eligible child in the home.

Complete the following:

- Date of discontinuance.
- Date time limit was reached or current date if over 48 months.
- Name of adult recipient.
- Check the applicable box showing reason for discontinuance (if second box is checked enter the name of the other program).
- Period of time in which cash aid was received (include cash aid months from other states).
- Number of exempt months.
- Total number of countable months toward the 48-month time limit.
- Check the appropriate box(es) for child support exemption.

Use the NA 530 (4/11) and attach NA 532 (4/11). If child support exemption is applicable, use addendum to show exempt months due to child support collection. **Use this TEMP message from June 2011 through December 2011.**

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State of California  
Department of Social Services

Noa Msg Doc No.: TEMP M40-107j Page 1 of 2  
Action : Partial Approval  
Issue: CalWORKs Time Limit  
Title: Timed-Out Adult

Auto ID No.:  
Source :  
Issued by :  
Reg Cite : 40-107.141, 40-171, 40-173  
42-302, 42-302.21, 42-712, and  
82-833

Use Form No. : NA 530, attach NA 531  
Original Date : 4-26-11 New  
Revision Date :

MESSAGE:

As of \_\_\_\_\_, the county has approved cash aid for some members of your family. The first day of cash aid is \_\_\_\_\_. The first month's cash aid amount is \$\_\_\_\_\_.

Aid has been denied for \_\_\_\_\_.

Here's why:

Beginning July 1, 2011, State Law changes the CalWORKs time limit from 60 months to 48 months for aided adults.

As of, \_\_\_\_\_, \_\_\_\_\_ has used all of his/her lifetime 48-months of CalWORKs and can no longer get cash aid in California.

You got cash aid:

From \_\_\_\_\_ to \_\_\_\_\_ = \_\_\_\_\_ months.

Months that did not count: - \_\_\_\_\_ months.

The total number of countable months is now \_\_\_\_\_ months.

If you were exempt, the month(s) did not count toward the 48-month CalWORKs time limit. These months are listed on the next page.

- The last page shows how child support was applied to exempt month(s).
- You may have months that will be exempt because of child support collection in the future. The county will tell you if your family is still on CalWORKs.
- No child support was collected for children in your CalWORKs assistance unit.

Your cash amount is figured on the next page. You will get a separate notice for Medi-Cal and CalFresh.

Authority: Senate Bill 72 (Chapter 8, Statutes of 2011)

Instructions: Use to approve cash aid and deny any member(s) of the AU who is a CalWORKs timed-out adult.

Complete the following:

- Date of approval.
- First day of cash aid.
- Amount of first month's cash aid.
- Date adult timed out
- Name of CalWORKs timed-out adult(s).
- Period of time in which cash aid was received by timed out adult(s) (include cash aid months from other states).
- Number of exempt months.
- Total number of countable months toward the 48-month CalWORKs time limit.
- Check the appropriate box(es) for child support exemption

Use NA 530 (4/11) and attach NA 531 (4/11) to show the cash aid amount without the CalWORKs timed-out adult(s). If child support exemption is applicable, use addendum to show exempt months due to child support collection

**Use this temp message beginning July 2011 through December 2011.**

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