

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



June 19, 1990

ALL-COUNTY LETTER NO. 90-51

TO: ALL COUNTY WELFARE DIRECTORS  
ALL FOOD STAMP COORDINATORS

SUBJECT: FOOD STAMP EMPLOYMENT AND TRAINING (FSET) PROGRAM PLAN  
UPDATE FOR FEDERAL FISCAL YEAR 1991

REFERENCE: MPP 63-407  
ALL-COUNTY LETTER NO. 89-64

The purpose of this letter is to provide Counties with FSET Program plan guidelines for Federal Fiscal Year (FFY) 1991. The Food and Nutrition Service (FNS) requires the State Department of Social Services (SDSS) to update our State FSET plan for FFY 1991.

The update to your FSET plan for FFY 1991 must include the following completed tables (see Attachments I through VI and refer to All-County Letter No. 89-64 for specific instructions):

- Table 1 Estimated Participant Level
- Table 2 Estimated FSET Placement Level
- Table 3 Summary of Interagency Coordination for the FSET Program
- Table 4 Operating Budget
- Table 5 Planned Fiscal Year Cost
- Table 6 Work Registrant Population

All Counties submitted plans for both FFY 1990 and 1991 in August of last year. The completed tables and any applicable changes to your proposed 1991 plan will constitute your plan update.

If you plan to add or delete a component or change contractors, you must make changes to pertinent pages in your current plan for FFY 1991. If your County is geographically excluded and plans to continue in that status for FFY 1991 you must submit a request that includes any applicable updates to the one submitted for FFY 1990. If you want to request a geographic exclusion or plan to begin operating a program in FFY 1991, refer to All-County Letter No. 89-64 for instructions.

### Funding for the FSET Program

The FNS has notified the SDSS of the State's 100 percent Federal allocation for the administrative cost of the program totaling \$8,216,530 for FFY 1991. This amount exceeded our estimate for FFY 1991 by \$911,533. Attachment VII reflects this increase and includes your County's estimated share of the 100 percent Federal, and 50 percent Federal/25 percent State/25 percent funding authority based on your County's percent to total of the statewide nonassistance food stamp caseload.

Final allocations will be determined based on proposed County program modifications and the final number of Counties approved by FNS to operate an FSET Program. The normal 50 percent Federal/25 percent State/25 percent County budget remains at \$1.6 million total. The State 25 percent share for program cost may be subject to reduction based on available funds. Program expenditures in excess of the 100 percent Federal allocation and the 50/25/25 allocation can be funded, at County option, with 50 percent Federal/50 percent County funds. The FNS has informed us that all fund requests, particularly requests for additional administration funds at the 50 percent Federal expenditure level must be accurate and justifiable. At the end of FFY 1991, 100 percent Federal funds not claimed will be redistributed to offset 50 percent Federal/25 percent State/25 percent County expenditures based on the percentage of nonassistance food stamp recipients in each County.

### Federal Performance Standards

The FNS performance standard in FFY 1991 is at the 50 percent level. For the first two quarters of FFY 1991 (October 1, 1990 through March 31, 1991) the Secretary of Agriculture has maintained the current method of calculating the performance standards based on a percentage of registrants who are expected to participate and who: (1) actually do participate or (2) are sanctioned for nonparticipation. The FNS has informed us that the performance standard system will change from process-based to outcome-based in April 1991. The FNS will publish proposed rules on the outcome-based standards in June 1990. We will notify you of the effect of these standards as soon as possible.

Plan Amendments

As a reminder, you must submit a plan amendment to SDSS when any significant changes are to be made to your FSET program during the operation of an approved FSET plan. The amendment must be approved by FNS before implementing the changes. You may be liable for costs associated with the implementation of a requested amendment if implementation occurs prior to approval by FNS. The following are examples of changes that would require a formal amendment to your plan:

- o Major change in components (e.g., adding or deleting workfare).
- o Change in the amount of expenditures expected to exceed the 100 percent FSET grant level.
- o Change in the method of paying participant reimbursement.
- o Change in local program locations (offices).

The plan amendment must include an explanation of the proposed change(s) as well as page changes to the appropriate sections of your FSET plan. Prior to implementing a change, you should contact your GAIN and Employment Services Operation Bureau Consultant to verify whether your proposal requires a plan change.

County Plan Updates and Amendments

All Counties currently operating a program must complete Tables 1 through 6. Counties choosing to change their geographic exclusion status must refer to All-County Letter No. 89-64 for instructions.

Please send three copies of your tables, and plan amendments if applicable, by July 16, 1990 to:

GAIN and Employment Services Policy Bureau  
744 P Street, M.S. 6-138  
Sacramento, CA 95814  
Attn: Greg Huerta

If you have any questions, please have your staff contact your GAIN and Employment Services Operations Consultant at (916) 324-6962.

  
DENNIS J. BOYLE  
Deputy Director

Attachments

cc: CWDA



Table 2Estimated FSET Placement Levels  
Fiscal Year 1991

- |    |   |       |
|----|---|-------|
| 1. | Number of times mandatory participants expected to begin a component                  | _____ |
| 2. | Number of times volunteer participants expected to begin a component                  | _____ |
| 3. | Number of NOAA's which will be sent for FSET noncompliance                            | _____ |
| 4. | Total number of placements the County expects to make during the year<br>(1 + 2 + 3 ) | _____ |

Table 3

Summary of Interagency Coordination  
for the FSET Program

<u>Area of Coordination</u>	<u>Agencies</u>	<u>Number of FSET Participants Expected To Be Served</u>	<u>Methods of Coordination</u>
1. Delivers a FSET component			
2. The FSET Program delivers a service for another agency or program			
3. Joint component of the FSET Program and another agency or program			
4. Referral of individuals from FSET Program to another program or agency			
5. Other form of coordination (Specify)			

Table 4

Planned Fiscal Year Costs of the County FSET Program by Category of Funding - FY 1991

	Estimate of FY 1990 Expenditures	<u>Fiscal Year 1991</u>
1. FSET Grant Funds (100% Federal):	_____	_____
2. a. Additional FSET Expenditures:		
50% Federal:	_____	_____
25% State:	_____	_____
25% County:	_____	_____
b. Overmatch 50 percent Federal/50 percent County		
50% Federal	_____	_____
50% County	_____	_____
3. Participant Expenses Reimbursed:		
a. <u>Up to \$25 per month for transportation</u>		
<u>and other costs</u>		
50% Federal:	_____	_____
25% State:	_____	_____
25% County:	_____	_____
b. <u>Up to \$160 per dependent per month for</u>		
<u>dependent care costs</u>		
50% Federal:	_____	_____
25% State:	_____	_____
25% County:	_____	_____
c. <u>Above \$25 per month for transportation</u>		
<u>and other costs (optional)</u>		
100% County:	_____	_____
d. <u>Above \$160 per dependent per month for</u>		
<u>dependent care costs (optional)</u>		
100% County:	_____	_____
Total FSET Program Costs (1 + 2 + 3)	_____	_____

Table 5

Operating Budget  
Federal Fiscal Year 1991

	Total Cost		Total Contractual Costs	Total Participant Reimbursement	Total Dependent Care Cost
	Salary & Benefits	Other Costs (Overhead)			
First component (Name)					
Second component (Name)					
Third Component (Name)					
Fourth Component (Name)					
Total Costs:					

Total Component Costs: \_\_\_\_\_.

Any other cost such as assessment: \_\_\_\_\_.  
(please specify)

Total County FSET Costs: \_\_\_\_\_.

Table 6Work Registrant Population

1. The number of work registrants expected to be in the County as of October 31, 1990 \_\_\_\_\_
2. The anticipated number of new work registrants to be added between November 1, 1990 and September 30, 1991 \_\_\_\_\_
3. The total number of work registrants in the County between October 1, 1990 and September 30, 1991 \_\_\_\_\_

## ATTACHMENT VII

## FSET ALLOCATION

October 1, 1990 - September 30, 1991

County	<u>100%</u> <u>Federal</u>	<u>50/25/25</u> <u>Fed/State/Co</u>	County	<u>100%</u> <u>Federal</u>	<u>50/25/25</u> <u>Fed/State/Co</u>
Alameda	\$498,934	\$100,521	Orange	\$303,396	\$61,126
Alpine	0	0	Placer	29,240	5,891
Amador	0	0	Plumas	4,638	934
Butte	77,701	15,655	Riverside	143,260	28,863
Calaveras	0	0	Sacramento	324,291	65,336
Colusa	0	0	San Benito	16,396	3,303
Contra Costa	149,505	30,121	San Bernardino	343,228	69,151
Del Norte	0	0	San Diego	441,159	88,881
El Dorado	23,757	4,786	San Francisco	251,602	50,691
Fresno	498,883	100,511	San Joaquin	196,359	39,561
Glenn	15,709	3,165	San Luis Obispo	33,590	6,767
Humboldt	61,077	12,305	San Mateo	51,036	10,282
Imperial	0	0	Santa Barbara	95,702	19,281
Inyo	6,176	1,244	Santa Clara	235,816	47,510
Kern	280,383	56,489	Santa Cruz	0	0
Kings	0	0	Shasta	85,726	17,271
Lake	0	0	Sierra	0	0
Lassen	0	0	Siskiyou	0	0
Los Angeles	2,745,160	553,074	Solano	44,293	8,924
Madera	48,855	9,843	Sonoma	56,116	11,306
Marin	28,173	5,676	Stanislaus	143,863	28,984
Mariposa	7,319	1,475	Sutter	0	0
Mendocino	43,991	8,863	Tehama	0	0
Merced	114,447	23,058	Trinity	6,968	1,404
Modoc	0	0	Tulare	238,286	48,008
Mono	0	0	Toulumne	17,861	3,598
Monterey	105,168	21,189	Ventura	126,387	25,463
Napa	16,801	3,385	Yolo	30,280	6,101
Nevada	0	0	Yuba	0	0