

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



June 18, 1991

ALL-COUNTY LETTER NO. 91-51

TO: ALL COUNTY WELFARE DIRECTORS
ALL FOOD STAMP COORDINATORSSUBJECT: FOOD STAMP EMPLOYMENT AND TRAINING (FSET) PROGRAM PLAN
UPDATE FOR FEDERAL FISCAL YEAR 1992REFERENCE: MPP 63-407.842;
ALL-COUNTY LETTER NO. 89-64

The purpose of this letter is to provide you with FSET Program plan guidelines for Federal Fiscal Year (FFY) 1992. The Food and Nutrition Service (FNS) is developing new rules for the FSET Program that would move the current performance standard measures (placements) to an outcome-based measure (see All-County Food Stamp Coordinator letter dated May 3, 1991). These rules are anticipated to be effective sometime in October 1992. Despite the potential changes in FFY 1992, FNS has requested that either a new one-year State Plan or a plan update be submitted in August. Because we anticipate that the State's FSET plan for FFY 1992 will need to be amended once the Federal rules are final, we are requiring Counties to only update their current FSET plan to cover FFY 1992 rather than submit a new FSET plan.

I. County Plan Update

A. Tables (Attachment 1)

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

Your FSET plan update for FFY 1992 must include completed Tables 4 through 6 shown above and may include Tables 1 through 3. Guidelines for completing Tables 1 through 3 are contained below. (Refer to All-County Letter No. 89-64 for more specific instructions regarding tables.) Your County plan update may also include an updated geographic exclusion request and/or plan amendment(s), if applicable.

Table 1 - Estimated Participant Levels

This table must be included as part of your FFY 1992 plan if participation levels change from the levels contained in the currently approved FFY 1991 plan.

Table 2 - Estimated FSET Placement Levels

This table must be included if the participation data in the component description changes from that of FFY 1991.

Table 3 - Summary of Interagency Coordination for the FSET Program

This table must be included if placements are expected to change from FFY 1991 levels or if contractors/cooperating agencies are expected to change.

B. Geographic Exclusion Request

If your County is geographically excluded and plans to continue in that status for FFY 1992, you must submit a request that includes any applicable updates to the one submitted for FFY 1991. If you want to request a geographic exclusion or plan to begin operating a program in FFY 1992, refer to All-County Letter No. 89-64 for instructions. However, if 1992 will be your first year of operation, submit a one-year plan only.

C. County Plan Amendments

If you plan to make any substantive changes to your FSET program for FFY 1992, you must submit a plan amendment. Please note that the amendment(s) 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, deleting, or reconfiguring 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) and incorporate those changes in the pertinent sections of your FSET plan. You should contact your GAIN and Employment Services Operations Bureau analyst to verify whether your proposal requires a plan amendment.

II. Funding for the FSET Program

Your County should revise and/or update its FSET plan with an understanding that the State and County funding ratios, and amount of State General Fund available for the FSET program, are subject to change in the final State budget.

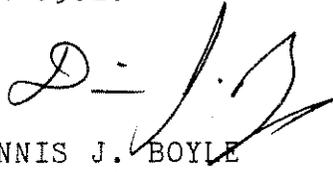
The FNS has notified the SDSS that the State's 100 percent Federal allocation for the administrative cost of the program is \$7,566,497 for FFY 1992. The change in the State allocation amount is due to a new allocation formula for FSET funds (Public Law 101-624, Section 1753). The new allocation is based on the number of work registrants in each State as a percentage of the number of work registrants nationwide. Attachment II reflects your County's estimated administrative share of the 100 percent Federal, and 50 percent Federal/25 percent State/25 percent County funding based on your County's percent to total of the statewide nonassistance food stamp caseload.

Final allocations will be issued when FNS approves the State Plan. The final allocation will be based on: (1) Counties' requests for funds, (2) State funds available for program costs in excess of 100 percent Federal amounts, and (3) FNS approval of the State Plan and budget. The "50 percent Federal/25 percent State/25 percent County" funds are estimated 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. 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 1992, 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.

Please send **three copies** of your County plan update, plan amendments, and geographic exclusion narratives, if applicable, by **July 15, 1991** 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 analyst at (916) 324-6962.



DENNIS J. BOYLE
Deputy Director

Attachments

cc: CWDA

Table 1Estimated Participant Levels
Fiscal Year 1992

A.	Total number of work registrants in County during the planned Federal Fiscal Year	_____
B.	Number of work registrants categorically deferred from FSET participation	
	1. Substitute Program	_____
	2. Geographical Excluded	_____
		Total: _____
C.	Number of work registrants individually deferred from FSET participation	
	1. Physical or Mental Problems	_____
	2. Lack of Child Care	_____
	3. Lack of Transportation	_____
	4. Family Difficulties	_____
	5. Legal Difficulties	_____
	6. Temporary Unemployed	_____
		Total: _____
D.	Total number of work registrants deferred from FSET (B + C)	_____
E.	Percent of all work registrants deferred from FSET (D / A)	_____
F.	Number of FSET mandatory participants (A - D)	_____

Table 2Estimated FSET Placement Levels
Fiscal Year 1992

- | | | |
|----|--|-------|
| 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
(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)			

Planned Fiscal Year Costs of the County FSET Program by Category of Funding - FY 1992

	Estimate of FY 1991 Expenditures	Fiscal Year 1992
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:	_____	_____
4. Total FSET Program Costs (1 + 2 + 3)	_____	_____

Table 5

Operating Budget
Federal Fiscal Year 1992

	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 6

Work Registrant Population

1. The number of work registrants expected to be in the County as of October 31, 1991 _____
2. The anticipated number of new work registrants to be added between November 1, 1991 and September 30, 1992 _____
3. The total number of work registrants in the County between October 1, 1991 and September 30, 1992 _____

FSET PLANNING ALLOCATION

October 1, 1991 - September 30, 1992

County	Program		County	Program	
	100% Federal	50/25/25 Fed/State/Co		100% Federal	50/25/25 Fed/State/Co
Alameda	\$481,126	\$105,575	Orange	\$305,854	\$67,115
Alpine	1,235	271	Placer	23,559	5,170
Amador	4,622	1,014	Plumas	4,582	1,005
Butte	68,737	15,083	Riverside	131,977	28,960
Calaveras	12,029	2,639	Sacramento	263,932	57,916
Colusa	9,827	2,156	San Benito	15,553	3,413
Contra Costa	131,336	28,820	San Bernardino	319,977	70,214
Del Norte	13,002	2,853	San Diego	367,821	80,712
El Dorado	20,186	4,430	San Francisco	217,836	47,801
Fresno	394,125	86,484	San Joaquin	150,783	33,087
Glenn	12,445	2,731	San Luis Obispo	32,142	7,053
Humboldt	50,522	11,086	San Mateo	42,704	9,371
Imperial	82,516	18,107	Santa Barbara	90,417	19,841
Inyo	6,362	1,396	Santa Clara	185,474	40,699
Kern	255,344	56,031	Santa Cruz	50,546	11,092
Kings	61,619	13,521	Shasta	73,900	16,216
Lake	25,674	5,634	Sierra	1,263	277
Lassen	9,230	2,025	Siskiyou	22,157	4,862
Los Angeles	2,314,389	507,855	Solano	37,939	8,325
Madera	43,728	9,595	Sonoma	46,178	10,133
Marin	26,178	5,744	Stanislaus	122,181	26,811
Mariposa	6,236	1,368	Sutter	28,753	6,309
Mendocino	40,920	8,979	Tehama	30,343	6,658
Merced	88,531	19,427	Trinity	5,844	1,282
Modoc	7,956	1,746	Tulare	223,002	48,934
Mono	1,103	242	Toulumne	13,756	3,019
Monterey	105,394	23,127	Ventura	120,067	26,347
Napa	13,564	2,976	Yolo	23,642	5,188
Nevada	11,545	2,533	Yuba	39,832	8,740