

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



August 14, 1991

ALL-COUNTY LETTER NO. 91-81

TO: ALL COUNTY WELFARE DIRECTORS

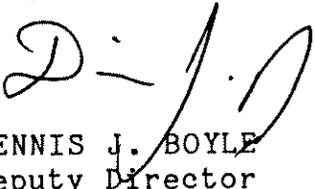
SUBJECT: REPORTING OF AFDC STATE-ONLY UNEMPLOYED PARENT (U)
PROGRAM DATA ON THE AFDC DISCONTINUANCE AND DENIAL
REPORTS

REFERENCE: ACL NO. 91-59

The purpose of this All-County Letter is to provide you with information regarding the elimination of the State-Only AFDC-U Program effective August 1, 1991. Because of this action, it is no longer necessary to report State-Only AFDC-U data on AFDC Discontinuance Report (Form ABCD 253) and the AFDC Denial Report (Form ABCD 255).

Reporting of State-Only AFDC-U data was required as a footnote (Item 11.a.) on the ABCD 253, and as "Item 9" on the ABCD 255. Effective August 1, 1991, the footnoted data on the ABCD 253 report is no longer necessary and the ABCD 255 report has been revised to eliminate Item 9 ("State-Only AFDC-U Eligibility Exhausted"). A reproductive copy of the ABCD 255 report and revised instructions are enclosed.

Any questions regarding these changes should be directed to Levy St. Mary, Statistical Services Bureau, at (916) 445-2135.


DENNIS J. BOYLE
Deputy Director

Enclosures

cc: CWDA

Send this copy to:
 DEPARTMENT OF SOCIAL SERVICES (SDSS)
 Statistical Services
 744 P Street, M.S. 19-81
 Sacramento, CA 95814

AFDC-FAMILY GROUP AND UNEMPLOYED
 REPORT ON REASONS FOR DENIALS AND OTHER NONAPPROVALS
 OF APPLICATIONS FOR CASH GRANT

ITEM	AFDC	
	FG	U
STATE USE ONLY COUNTY		
FOR MONTH ENDING (MONTH, DAY, YEAR)		
PART A. REASONS FOR DENIALS OF CASH GRANT		
Total denials of cash grant (Same at Item 4b. Form CA 237 FG/U).....		
1. No eligible child.....		
2. Not deprived of support or care.....		
3. Resources exceeds limits.....		
4. Income exceeds standards.....		
5. Failure to comply with procedural requirements.....		
6. Failure to comply with JOBS program requirements		
7. Undocumented alien.....		
8. Nonresident.....		
PART B. REASONS FOR NONAPPROVALS OTHER THAN DENIALS		
9. Application withdrawn.....		
10. Unable to locate or moved.....		
PART C. SPECIAL INFORMATION		
11. To be used only on Instructions from SDSS:		
a. _____		
b. _____		
c. _____		
Report prepared by:	Telephone	Date Prepared
	()	/ /

INSTRUCTIONS

AFDC - FAMILY GROUPS AND UNEMPLOYED REPORT ON DENIALS AND OTHER NONAPPROVALS OF APPLICATIONS FOR CASH GRANT (FORM ABCD 255)

CONTENT

This report provides monthly data on applications and requests for restoration of the AFDC-FG and AFDC-U programs which have been denied or otherwise disposed of without approval, classified by primary reason for action.

PURPOSE

The purpose of this report is to provide data for analysis of the reasons for denial or other nonapproval of request for aid. The data will be used in the preparation of estimates concerning the implications of changes in eligibility requirements and in the evaluation of eligibility requirements now in effect.

DISTRIBUTION

Information on the reasons for denial or other nonapproval of applications for money payments is required to meet the reporting requirements of the U.S. Department of Health and Human Services.

DUE DATE

Reports are to be received in Sacramento not later than the 12th working day of the calendar month following the report month.
Mail to:

Department of Social Services
Statistical Services Bureau
744 P Street, Mail Station 19-81
Sacramento, CA 95814

DEFINITIONS

An application for aid (cash grant) which is not approved may be disposed of by (1) denial, or (2) other nonapproval. A finding that an applicant is ineligible to receive a cash grant results in a denial. Also, by regulations, the application of an applicant (1) whose whereabouts are unknown or (2) who has established residence in another state is denied. Removal of the applicant to another county in this state is not a cause or

reason for denial; the county receiving the application completes the determination of eligibility and, if appropriate, initiates intercounty transfer procedures. Referral of an applicant to another program or agency is not, in itself, a reason for denial of an application for cash grant.

GENERAL INSTRUCTIONS

When an application for cash grant is denied or otherwise disposed of without approval (withdrawal or cancellation), the reason for the action will be reported on Form ABCD 255. One form is to be submitted monthly. Only one reason for each application not approved may be reported; it must be chosen from those set forth in the following sections and appearing on the form. If more than one reason is applicable, the reason that is considered most important by the caseworker is to be used. Reasons for denial of AFDC applications have been categorized, and grouped accordingly, to correspond with the specific reasons for denial classifications required for federal reporting and are part of these instructions (see Denial Reason Code Classification List: 26-219.90).

PART A. REASONS FOR DENIALS OF CASH GRANT

Total denials of cash grant - Enter the number of applications denied aid during the quarter due to ineligibility for a cash grant. Individual denials are to be classified according to the reason included in the written notification to the applicant that the application has been denied. This item will be the sum of Items 1 through 9. Also, Item 1 through 9 must equal the quarterly total of the figures reported in Item 4b on Form CA 237 FG/U.

1. **No eligible child** - Enter in this item the number of denials that resulted from a determination that the applicant has no child who met the specific conditions of eligibility for AFDC. Include the following applicable reason codes as indicated on the Denial Reason Code Classification List: Codes 10, 13, 15, 16, 29.
2. **Not deprived of support or care** - Enter in this item the number of denials that resulted from a determination that the child(ren) for whom the application for a cash grant was made was not deprived of parental support or care. Include the following applicable reason codes as indicated on the Denial Reason Code Classification List: Codes 14, 17 (AFDC-U only).

3. **Resource exceeds limits** - Enter in this item the number of denials with a determination made that the applicant had resources in excess of limits permitted for AFDC eligibility: Code 02.
4. **Income exceeds standards** - Enter in this item the number of denials that resulted from a determination that the applicant had income in excess of limits permitted for AFDC eligibility: Code 01.
5. **Failure to comply with procedural requirements** - Enter in this item the number of denials that resulted from the failure of a member of the applicant group to comply with procedural requirements specified for AFDC eligibility. Include the following applicable reason codes as indicated in the Denial Reason Code Classification List: Codes 31, 32, 33, 34, 35, 39.
6. **Failure to comply with JOBS procedures.** Enter in this item the number of denials that resulted from the failure of a member of the applicant group to comply with a procedural requirement specified for JOBS program eligibility. For example, applicant refused to accept training services, register for work, appear for work, etc. Codes 36, 37, 38.
7. **Undocumented alien** - Enter in this item the number of denials that resulted from a determination that the applicant did not meet the citizenship requirements for AFDC eligibility: Code 19.
8. **Nonresident** - Enter in this item the number of denials that resulted from a determination that the applicant did not meet the residence requirements for AFDC eligibility: Code 18.

Enter the number of nonapprovals other than denials.

9. **Application withdrawn** - Enter in this item the number of applications disposed of due to the withdrawal of the application. Include the following applicable reason codes as indicated on the Denial Reason Code Classification List: Code 42, 43.

10. Unable to locate or moved - Enter in this item the number of applications denied because the agency was unable to locate the applicant, the applicant moved to another jurisdiction or state. Include the following applicable reason codes as indicated on the Denial Reason Code Classification List:
Codes 40, 41.
11. To be used only on instructions from the Department of Social Services:
 - a. Code 51
 - b. Code 52
 - c. _____

FORM ABCD 255 AND DENIAL REASON CODE CLASSIFICATION LIST

Fill in the information requested at the top and bottom of the report form and show the figures required for each item. If there is nothing to report on an item, enter "0"; however, if there is nothing to report on any of the items in Part A or Part B, draw a line across the entire Part - zero entries need not be made in this instance.

DENIAL REASON CODE CLASSIFICATION LIST
FOR FORM ABCD 255

1. No eligible child

Code	Reason for Denial
10	Age
13	Living in a public nonmedical institution
15	Child not living with relative of required relationship
16	Child not enrolled in school (18 year olds only)
29	Other (do not use if applicable reason is listed above)

2. Not deprived of support or care

Code	Reason for Denial
14	Child not deprived of parental support or care
17	Parent not unemployed (AFDC-U only)

3. Resource exceeds limits

Code	Reason for Denial
02	Other resources exceed allowable limits

4. Income exceeds standards

Code	Reason for Denial
01	Income exceeds allowable limits

**DENIAL REASON CODE CLASSIFICATION LIST
FOR FORM ABCD 255 (Continued)**

5. Failure to comply with procedural requirements

Code	Reason for Denial
31	Relatives' responsibility provision
32	Refused to register for and to seek work
33	Refused suitable work, referred by Employment Development Department
34	Refused suitable work, other source of employment
35	Refused to accept training or education
39	Other refusal to comply with requirements

6. Failure to comply with JOBS program procedures

Code	Reason for Denial
36	Refused to accept training services (under JOBS)
37	Refused to register, appear for or seek work (Under JOBS)
38	Other refusal to comply with JOBS program requirements

7. Undocumented alien

Code	Reason for Denial
19	Ineligible because of alien status

**DENIAL REASON CODE CLASSIFICATION LIST
FOR FORM ABCD 255 (Continued)**

8. Nonresident

Code	Reason for Denial
18	Does not meet residence requirements

Reason for Nonapprovals Other Than Denials

9. Application withdrawn

Code	Reason for Nonapproval
42	Death of applicant or dependent child
43	Withdrawal of application by applicant

10. Unable to locate or moved

Code	Reason for Denial
40	Unable to locate
41	Established residence in another state

11. To be used only on instructions from the Department of Social Services

Code

51

52