

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



July 17, 2006

Regulation Package #1005-16

CDSS MANUAL LETTER NO. FS-06-02

TO: HOLDERS OF THE FOOD STAMP MANUAL, DIVISION 63

Regulation Package #1006-16**Effective 04/03/06****Section 63-407**

This manual letter has been posted on the Office of Regulations Development website at http://www.dss.cahwnet.gov/ord/FoodStamps_618.htm.

This manual letter includes a revision to Handbook Section 63-407.241(b) as a result of a CalWORKs emergency regulations package implementing Senate Bill (SB) 1104 (Chapter 229, Statutes of 2004) and SB 68 (Chapter 78, Statutes of 2005).

The regulations were adopted on an emergency basis effective April 3, 2006 and were considered at the Department's public hearing held on January 18, 2006.

FILING INSTRUCTIONS

Revisions to all manuals are shown in graphic screen. The attached pages are to be entered in your copy of the Manual of Policies and Procedures. The latest prior manual letter containing Food Stamp Manual changes was FS-06-01.

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Attachments

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63-407 WORK REGISTRATION REQUIREMENTS (Continued) 63-407

.23 Substitute Programs

Persons registered in the following programs shall be considered as registered for work under the Food Stamp Program:

- o General Assistance Work Program
- o Non-WIN Public Assistance (PA) Program
- o Refugee Resettlement Program

.231 Those persons registered in a substitute program as specified in Section 63-407.23, who are deemed ineligible to participate in that program due to a change in household circumstances other than failing to comply with work registration requirements of that program, shall be subject to the work registrant requirements of the Food Stamp Program in Section 63-407.4, within 10 days from the date they lose their eligibility for that program. For treatment of persons who fail to comply with the work registration requirements of these programs see Section 63-407.54.

.24 CalWORKs Unpaid Community Service and Work Experience

Participants in unpaid community service and work experience activities under CalWORKs shall be considered to be participating in the Food Stamp Workfare Program, subject to the following:

.241 Such persons shall be subject to all CalWORKs Welfare-to-Work (WTW) Program statutes and regulations, including WTW exemptions, except that, consistent with Section 2029(a)(1) of Title 7 of the United States Code, the hours of participation shall be limited as follows:

- (a) The hours of participation in unpaid community service and work experience shall be limited to the number of hours each month, determined collectively for the CalWORKs assistance unit, equal to the CalWORKs assistance unit's grant plus the assistance unit's portion of the food stamp allotment divided by the higher of the state or federal minimum wage. This monthly limit shall be considered to have been met by participation in an average weekly number of hours determined by dividing the monthly amount by 4.33 (average number of weeks per month).

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- (b) The WTW Program regulations are located in MPP Chapter 42-700. See Section 42-716.31(j) for further instructions on hours of participation for community service. See Section 42-716.31(d) for further instructions on hours of participation for work experience.

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- .242 Persons identified in Section 63-407.24 who are sanctioned for failing to comply with their CalWORKs WTW assignment shall be subject to the food stamp sanction requirements at Section 63-407.54.

.3 CWD Requirements

- .31 Upon reaching a determination that an applicant or other members of the applicant's household are required to be registered, the CWD shall:
 - .311 Explain to the applicant the work registrant requirements in Section 63-407.4 and, if assigned to the FSET Program, the requirements in Section 63-407.8, the rights and responsibilities, and the consequences of failure to comply.
 - (a) The applicant shall be informed that he/she may be deferred from FSET Program participation if monthly expenses identified in Section 63-407.83 exceed the allowable reimbursable amounts identified in that section.
 - .312 Provide a written statement of the requirements in Section 63-407.311 to each work registrant.
 - .313 Provide a written statement:
 - (a) at recertification, and
 - (b) when a previously exempt individual or new household member is required to be registered.
- .32 Household members are considered to be registered when the registration is annotated by the CWD on an existing record designated by SDSS.