

October 21, 2011

COUNTY FISCAL LETTER (CFL) NO. 11/12-29

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE FISCAL OFFICERS

SUBJECT: ASSISTANCE CLAIM (CA 800) INSTRUCTIONS FOR THE
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO
KIDS (CALWORKS) PROGRAM

REFERENCE: CFL NO. 11/12-23, DATED SEPTEMBER 30, 2011 and
CFL NO. 11/12-18, DATED SEPTEMBER 16, 2011

This letter provides additional information for Fiscal Year (FY) 2011-12 regarding the CalWORKs assistance grants due to Assembly Bill (AB) 118 (Chapter 40, Statutes of 2011) and ABX1 16, (Chapter 13, First Extraordinary Session, Statutes of 2011) as indicated in CFL No. 11/12-18, dated September 16, 2011 and CFL No. 11/12-23 dated September 30, 2011.

The Department of Finance (DOF) provided a county-specific percentage distribution schedule for the CalWORKs Maintenance of Effort (MOE) Subaccount to the State Controller's Office as indicated in CFL No. 11/12-23. To ensure each county is reimbursed properly, the California Department of Social Services (CDSS) will be monitoring each county's expenditures in comparison to the funds received in the CalWORKs MOE Subaccount to determine the appropriate time, if necessary, for a percentage redistribution. The structure for this reconciliation is being finalized with CDSS, the County Welfare Directors Association (CWDA), and DOF.

The CalWORKs assistance grant provides cash aid to eligible needy California families to help pay for housing, food, and other necessary expenses. In concurrence with CWDA, the cash advance methodology and claiming process for the assistance costs and the *Statement of Cash Advances* report (AA190) display will remain substantially the same as in FY 2010-11. The following minor changes to the report are outlined below:

CA 800 CLAIM CHANGES:

Counties will continue to claim the costs as expended for the CalWORKs grant assistance Aid Codes. The only claim change is to the funding titles, which have been expanded to add County 2011 for the additional share of cost due to AB 118. The previous 2.5 percent county share remains in effect pursuant to Welfare and Institutions Code. These claim changes will allow CDSS to monitor the expenditures for reporting purposes and amend the distribution schedule if necessary. The revised CA 800 claim is effective with the September 2011 claim. Therefore, the reimbursement to counties for the July 2011 and August 2011 CA 800s will be paid as claimed. Copies of the affected claims are attached (Attachment I) and outlined below:

Claim TAB Name	Aid Codes	Funding Title prior to AB 118 and ABX1 16	Funding Title Change due to AB 118 and ABX1 16
CA 800 FED	30/3P, 33/3R, 35, 32, 3J, 3K	Federal/State State	Federal/State/County 2011 State/County 2011
CA 800S	3A, 3C, 3X, 3Y	State	State/County 2011
CA 800M	3E, 3H, 3U, 3W	Federal/State State	Federal/State/County 2011 State/County 2011
CA 800L	3L, 3G, 3M	State	State/County 2011
CA 800M1	Case Count: 3E, 3H, 3U, 3W	State	State/County 2011

CASH ADVANCE, METHODOLOGY, AND CHANGES TO THE STATEMENT OF CASH ADVANCE – AA190

Due to the three month delay between the revenues earned and distribution, the advances for July and August 2011 were not affected. The advance methodology remains the same as FY 2010-11 by using the most current available county audited expenditures. However, beginning with the advance for October 2011, the advance methodology adds a new step to include the revenues counties receive from their CalWORKs monthly MOE Subaccount. The monthly advances will be reduced by the amount of the estimated revenue the county may receive in its CalWORKs MOE Subaccount.

The CDSS will reconcile the advance and estimated revenues with the corresponding period's audited expenditures and distributed revenues from the CalWORKs MOE Subaccount beginning with the October 2011 CA 800. The estimated monthly revenues, actual monthly revenues received via the CalWORKs MOE Subaccount, and its impact to the General Fund and federal fund advances will be displayed in the Miscellaneous Adjustment section of the AA190 (Attachment II, Page 1). The CDSS, DOF, and CWDA will continue to analyze the distribution methodology and adjust the distribution accordingly.

If you have any questions regarding this CFL, please direct them to:
CDSSAB118@dss.ca.gov.

Sincerely,

Original Document Signed By:

FRAN MUELLER
Deputy Director
Administration Division

Attachments

**SUMMARY REPORT OF ASSISTANCE EXPENDITURES
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs)
ASSISTANCE, CALWORKS DIVERSION, AND KinGAP
FEDERAL**

County	Date (Month/Year)
Claim Contact	Telephone

Aid Code	All Families 30/3P	Zero Parent 33/3R	2 Parent 35	TANF Timed Out 32	Diversion AF 3J	Diversion 2Pr 3K	KinGAP 4F	Total
<u>Current Month</u>								
1 Main Payroll								-
2 Current Month Supplemental Payroll								-
3 Current Month Cancellation Contra Roll								-
4 Prior Month Supplemental Payroll								-
5 Current Month Adjustment								-
6 Subtotal (Lines 1 - 5)	-	-	-	-	-	-	-	-
7 Amount payable with State/County Funds Only								-
8 Federal/State/County 2011 Share (Line 6 minus Line 7) x 97.5%	-	-	-	-				-
Prior Month								
9 Prior Month Cancellation Contra Roll								-
10 Recoveries of Aid								-
11 Prior Month Negative Adjustment								-
12 Subtotal (Lines 9 - 11)	-	-	-	-	-	-	-	-
13 Amount payable with State/County funds only								-
14 Federal/State/County 2011 Share (Line 12 minus Line 13) x 97.5%	-	-	-	-				-
15 Prior Month Positive Adjustment								-
16 Grant-Based On-the-Job Training (OJT) (Wage Subsidy)								-
17 Amount payable with State/County Funds Only								-
18 Supplemental Clothing Allowance								-
19 Federal/State/County 2011 Share (Line 15 + Line 16 - Line 17) x 97.5%	-	-	-	-	-	-	-	-
20 TOTAL AID PAYMENTS, Current + Prior Months (Lines 6+12+15+16-18)	-	-	-	-	-	-	-	-
21 Number of Federal Assistance Units								-
22 Amount Payable by State/County 2011 Funds - Multiplied by \$1.00	-	-	-	-	-	-	-	-
23 Persons Count								
<u>SUMMARY BY FUNDING</u>								
24 Federal				1/	2/	3/		-
25 State/County 2011 (Line 7 + Line 13 + Line 17) x 96% + (Line 22 x 5%)	-	-	-	-	-	-	-	-
26 Fed/State/County 2011 (Line 8 + Line 14 + Line 19)	-	-	-	-	-	-	-	-
27 County (Line 20 - Line 25 - Line 26)	-	-	-	-	-	-	-	-
28 Total	-	-	-	-	-	-	-	-
<u>SUMMARY BY PROGRAM</u>								
29 All Families/Zero Parent/2 Parent (30, 3P, 3R, 35)		Fed/State/Co 2011	County	Total				
30 TANF Timed-Out (32)	-	-	-	-				
31 Diversion (3J, 3K)								
32 KinGAP (4F)	-	-	-	-				
33 Total	-	-	-	-				
34 Grant-Based OJT (Wage Subsidy) Information Only								

1/ Funding 97.5% State-County 2011 and 2.5% County for the basic grant.

2/ 97.5%/2.5% (Fed-State-County 2011/County)

3/ 75% State-County 2011 /21% County

**SUMMARY REPORT OF ASSISTANCE EXPENDITURES
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS
(CalWORKs) ASSISTANCE, CALWORKS DIVERSION, AND KingAP
NONFEDERAL**

County	Date (Month/Year)
Claim Contact	Telephone

Aid Code			Safety Net AF 3A	Safety Net 2Pr 3C	Diversion AF 3X	Diversion 2Pr 3Y	KingAP 4G	Total
Current Month								
1	Main Payroll							-
2	Current Month Supplemental Payroll							-
3	Current Month Cancellation Contra Roll							-
4	Prior Month Supplemental Payroll							-
5	Current Month Adjustment							-
6	Subtotal (Lines 1 - 5)	-	-	-	-	-	-	-
	Prior Month							
7	Prior month cancellation Contra Roll							-
8	Recoveries of aid							-
9	Prior month Negative Adjustment							-
10	Subtotal (Lines 7 - 9)	-	-	-	-	-	-	-
11	Prior Month Positive Adjustment							-
12	Supplemental Clothing Allowance							-
13	TOTAL AID PAYMENTS, Current + Prior Months (Lines 6+10+11+12)	-	-	-	-	-	-	-
Amount Payable with State/County 2011 Funds Only								
14	Total Number of Assistance Units							-
15	Multiplied by \$2.00	-	-	-	-	-	-	-
16	Persons Count							-
County Use Only								
								-
Summary by Funding (State-County 2011/County)								
17	State/County 2011	-	(97.5/2.5)	(97.5/2.5)	(95/5)	(95/5)	(79/21)	-
18	County	-	-	-	-	-	-	-
19	Total	-	-	-	-	-	-	-

SUMMARY BY PROGRAM/REPORTING CATEGORY			
	State/County 2011	County	Total
20 Safety Net All Families/Two-Parent (3A/3C)	-	-	-
21 Diversion (3X, 3Y)	-	-	-
22 KingAP (4G)	-	-	-
23 Total	-	-	-

Last Modified: 06/20/11

**SUMMARY REPORT OF ASSISTANCE EXPENDITURES
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CaWORKS)
ASSISTANCE, RECENT NON-CITIZENS MIXED CASES**

County	Date (Month/Year)
Claim Contact	Telephone

ATTACHMENT I (continued)

Aid Code	All Families 3E	Zero Parent 3H	2 Parent 3U	TANF Timed Out 3W	Total
<u>Current Month</u>					
1 Main Payroll					-
2 Current Month Supplemental Payroll					-
3 Current Month Cancellation Contra Roll					-
4 Prior Month Supplemental Payroll					-
5 Current Month Adjustment					-
6 Subtotal (Lines 1 - 5)	-	-	-	-	-
Prior Month					
7 Prior Month Cancellation Contra Roll					-
8 Recoveries of Aid					-
9 Prior Month Negative Adjustment					-
10 Subtotal (Lines 7 - 9)	-	-	-	-	-
11 Prior Month Positive Adjustment					-
12 Grant-Based On-the-Job Training (OJT) Wage Subsidy (CA800M1 Line 17)	-				-
13 TOTAL AID PAYMENTS, Current + Prior Months (Lines 6+10+11+12)	-	-	-	-	-
14 Amount Payable with State/County 2011 and County Funds Only (CA800M1 Line 16)		-	-	-	-
15 Net Total of Amounts Subject to FFP (Lines 13 - 14)	-	-	-	-	-
16 Federal/State /County 2011 Share (Line 15 x 97.5%)	-	-	-	-	-
<u>Amount with State Funds Only</u>					
17 Number of Federal Assistance Units (CA 800M1 Line 14)	-	-	-	-	-
18 Multiplied by \$100 = Amount Payable with State/County 2011 Funds	-	-	-	-	-
<u>Summary by Funding</u>					
19 State/County 2011 Line 14 x 95% + Line 18 (Line 18 x 95%)	-	-	-	-	-
20 Fed/State/County 2011 (Line 16)	-	-	-	-	-
21 County (Line 13-19-20)	-	-	-	-	-
22 Total	-	-	-	-	-
<u>County Use Only</u>					
					-

SUMMARY BY PROGRAM/REPORTING CATEGORY	Fed/State/Co 2011	State/County 2011	County	Total
23 All Families/Zero Parent/Two-Parent (3E/3H/3U)	-	-	-	-
24 TANF Timed-Out Families (3W)		-	-	-
25 Total	-	-	-	-
26 Grant-Based OJT Information Only	-	-	-	-

Last Modified 09/29/11

ATTACHMENT I (continued)

CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKS)
ASSISTANCE, RECENT NON-CITIZENS MIXED CASES
CASE COUNT INFORMATION

Grady	Other Adult Patient
Clark, Crystal Patient	"Admission"

[illegible]

**SUMMARY REPORT OF ASSISTANCE EXPENDITURES
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS
ASSISTANCE, RECENT NON-CITIZENS,
NONFEDERAL**

County	Date (Month/Year)
Claim Contact	Telephone

Aid Code	All Families 3L	Zero Parent 3G	2 Parent 3M	Total
<u>Current Month</u>				
1 Main Payroll				-
2 Current Month Supplemental Payroll				-
3 Current Month Cancellation Contra Roll				-
4 Prior Month Supplemental Payroll				-
5 Current Month Adjustment				-
6 Subtotal (Lines 1 - 5)	-	-	-	-
Prior Month				
7 Prior Month Cancellation Contra Roll				-
8 Recoveries of aid				-
9 Prior Month Negative Adjustment				-
10 Subtotal (Lines 7 - 9)	-	-	-	-
11 Prior Month Positive Adjustment				-
12 Grant-Based On-the-Job Training (OJT) (Wage Subsidy)				-
13 TOTAL AID PAYMENTS, Current + Prior Months (Lines 6+10+11+12)	-	-	-	-

Amount Payable with State/County 2011 Funds Only

14 Total Number of Assistance Units				-
15 Multiplied by \$2.00	-	-	-	-

County Use Only

Summary by Funding (State-County 2011/County)				
16 State/County 2011 (95%)	-	-	-	-
17 County (5%)	-	-	-	-
18 Total	-	-	-	-

SUMMARY BY PROGRAM/REPORTING CATEGORY

	State/County 2011	County	Total
19 All Families/Zero Parent/Two-Parent (3L/3G/3M)	-	-	-
20 Total	-	-	-
21 Grant-Based OJT (Wage Subsidy (Information Only))	-	-	-

ATTACHMENT I (continued)

ATTACHMENT II

STATEMENT OF CASH ADVANCE - AA190 STATE OF CALIFORNIA HEALTH AND HUMAN SERVICES AGENCY - DEPARTMENT OF SOCIAL SERVICES

CONTACTS:
EBT INQUIRES: John Lopes @ (916) 654 - 1694 FISCAL SYSTEMS
COUNTY ASSISTANCE PAYMENT UNIT
PAYMENT PROBLEMS: AA190 AND CLAIM LETTER INQUIRIES
SHOULD BE ADDRESSED VIA assistance.claims@dss.ca.gov

ADVANCE MONTH: October 2011
COUNTY: Control
Warrant Release Date: September 28, 2011

ASSISTANCE PROGRAM		FEDERAL	STATE	TOTAL
CALWORKS ASST, CWKS DIVERSION, & KINGAP				
ADVANCES (100%) (CFDA #93.558)				
CalWORKS Asst	Oct-11 MO	133,194,584.00	88,805,416.00	222,000,000.00
CWKS Safety Net Asst	Oct-11 MO		18,600,000.00	18,600,000.00
CWKS TANF Timed-Out Asst	Oct-11 MO		18,500,000.00	18,500,000.00
CWKS Diversion Asst	Oct-11 MO	11,500.00		11,500.00
KinGAP Asst	Oct-11 MO		5,500,000.00	5,500,000.00
SUPP ADVANCE				
Total Advances		133,206,084.00	131,405,416.00	264,611,500.00
ADJUSTMENT FOR PRIOR PERIOD:				
Actual Expenditures				
CalWORKS Asst	Jul-11 MO	2,847.00	222,010,067.00	222,012,914.00
CWKS Safety Net Asst	Jul-11 MO		26,390,006.00	26,390,006.00
CWKS TANF Timed-Out Asst	Jul-11 MO		14,017,889.00	14,017,889.00
CWKS Diversion Asst	Jul-11 MO	23,147.00		23,147.00
KinGAP Asst	Jul-11 MO		6,017,544.00	6,017,544.00
Less: Advances				
CalWORKS Asst	Jul-11 MO	(2,000,000.00)	(249,997,903.21)	(251,997,903.21)
CWKS Safety Net Asst	Jul-11 MO		(18,600,000.00)	(18,600,000.00)
CWKS TANF Timed-Out Asst	Jul-11 MO		(18,500,000.00)	(18,500,000.00)
CWKS Diversion Asst	Jul-11 MO	(15,000.00)	(1,000.00)	(16,000.00)
KinGAP Asst	Jul-11 MO		(5,500,000.00)	(5,500,000.00)
Net Adjustments				
CalWORKS Asst	Jul-11 MO	(1,997,153.00)	(27,987,836.21)	(29,984,989.21)
CWKS Safety Net Asst	Jul-11 MO		7,790,006.00	7,790,006.00
CWKS TANF Timed-Out Asst	Jul-11 MO		(4,482,111.00)	(4,482,111.00)
CWKS Diversion Asst	Jul-11 MO	8,147.00	(1,000.00)	7,147.00
KinGAP Asst	Jul-11 MO		517,544.00	517,544.00
Total Net Adjustments		(1,989,006.00)	(24,163,397.21)	(26,152,403.21)
Net Adjustment Deferred - Recoupment				
Net Adjustment Deferred - Payment				
Total Prior Period Adjustment	Jul-11 MO	(1,989,006.00)	(24,163,397.21)	(26,152,403.21)
MISC. ADJUSTMENT				
CalWORKs Monthly MOE Subaccount Est	Oct-11 MO		(88,805,416.00)	(88,805,416.00)
CalWORKs Monthly MOE Subaccount Act	Jul-11 MO	####	####	####
CalWORKs Monthly MOE Subaccount Est	Jul-11 MO	####	####	####
Fraud Incentives				
Fraud Incentives	Sep-10 QTR	4,836.00		
Fraud Incentives	Jun-11 QTR	72,396.00		
Fraud Incentives	Mar-11 QTR	(40,567.00)		(40,567.00)
EBT FS Recoupment				
EBT FS Recoupment	Jun-11 MO		(226,254.75)	(226,254.75)
EBT FS Recoupment	Jul-11 MO		(230,139.97)	(230,139.97)
Total Miscellaneous Adjustment		36,665.00	(89,261,810.72)	(89,302,377.72)
TOTAL		131,253,743.00	17,980,208.07	149,156,719.07
Sch No. 020690J				

ATTACHMENT II (continued)

STATEMENT OF CASH ADVANCE - AA190
STATE OF CALIFORNIA
HEALTH AND HUMAN SERVICES AGENCY - DEPARTMENT OF SOCIAL SERVICES

CONTACTS:
EBT INQUIRES: John Lopes @ (916) 654 - 1694 FISCAL SYSTEMS
COUNTY ASSISTANCE PAYMENT UNIT
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ADVANCE MONTH: October 2011
COUNTY: Control
Warrant Release Date: September 28, 2011

ASSISTANCE PROGRAM	FEDERAL	STATE	TOTAL
<i>CALWORKS, RECENT NON-CITIZENS MIXED CASES</i>			
<i>CALWORKS, RECENT NON-CITIZENS TANF TIMED-OUT</i>			
<i>CALWORKS, RECENT NON-CITIZENS NONFEDERAL</i>			
ADVANCES (100%) (CFDA #93.558)			
CWKS Recent Non-Citizens Mixed Cases Oct-11 MO		5,600,000.00	5,600,000.00
CWKS Recent Non-Citizens TANF Timed-Out Oct-11 MO		50,000.00	50,000.00
CWKS Recent Non-Citizens NonFederal Oct-11 MO		1,200,000.00	1,200,000.00
SUPP ADVANCE			
Total Advances		6,850,000.00	6,850,000.00
ADJUSTMENT FOR PRIOR PERIOD:			
Actual Expenditures			
CWKS Recent Non-Citizens Mixed Cases Jul-11 MO		4,836,656.00	4,836,656.00
CWKS Recent Non-Citizens TANF Timed-Out Jul-11 MO		27,970.00	27,970.00
CWKS Recent Non-Citizens NonFederal Jul-11 MO		864,740.00	864,740.00
Less: Advances			
CWKS Recent Non-Citizens Mixed Cases Jul-11 MO		(5,600,000.00)	(5,600,000.00)
CWKS Recent Non-Citizens TANF Timed-Out Jul-11 MO		(50,000.00)	(50,000.00)
CWKS Recent Non-Citizens NonFederal Jul-11 MO		(1,200,000.00)	(1,200,000.00)
Net Adjustments			
CWKS Recent Non-Citizens Mixed Cases Jul-11 MO		(763,344.00)	(763,344.00)
CWKS Recent Non-Citizens TANF Timed-Out Jul-11 MO		(22,030.00)	(22,030.00)
CWKS Recent Non-Citizens NonFederal Jul-11 MO		(335,260.00)	(335,260.00)
Total Net Adjustments		(1,120,634.00)	(1,120,634.00)
Net Adjustment Deferred - Recoupment			
Net Adjustment Deferred - Payment			
Total Prior Period Adjustment	Jul-11 MO	(1,120,634.00)	(1,120,634.00)
MISC. ADJUSTMENT			
Total Miscellaneous Adjustment			
TOTAL		5,729,366.00	5,729,366.00

AS SHOWN ON REMITTANCE ADVICES			
CALWORKS Asst	131,197,431.00	60,361,185.07	191,558,616.07
CWKS Safety Net Asst		26,390,006.00	26,390,006.00
CWKS TANF Timed-Out Asst		14,017,889.00	14,017,889.00
CWKS Diversion Asst	19,647.00	(1,000.00)	18,647.00
KinGAP Asst		6,017,544.00	6,017,544.00
CWKS Recent Non-Citizens Mixed Cases		4,836,656.00	4,836,656.00
CWKS Recent Non-Citizens TANF Timed-Out		27,970.00	27,970.00
CWKS Recent Non-Citizens NonFederal		864,740.00	864,740.00
CalWORKs MOE Subaccount		(88,805,416.00)	(88,805,416.00)
Fraud Incentives	36,665.00		36,665.00
TOTAL REMITTANCE	131,253,743.00	23,709,574.07	154,963,317.07
Sch No. 020690J			