

CalWORKs Division

April 2008



NEWSLETTER

WHAT IS THE LINKAGES PROGRAM?

The Linkages Program is an interdepartmental partnership between DCFS and DPSS to address the common barriers that limit parents' abilities to parent and their ability to work. Linkages ensures families who are involved in both CalWORKs and DCFS to have the opportunity to maximize resources and coordinate case planning to provide a safe and stable home for their children while working toward self-sufficiency.

The first step is for DCFS to screen families for potential eligibility to DPSS programs. The potentially eligible families are then referred to the district office via the DCFS 5122, Department of Children and Family Services Referral form. District Office staff receiving these forms are to expedite the application processing of these applications, provided the applicant meets all eligibility requirements.

For additional information, please see Administrative Directive No. 4551, dated 2/13/06.

SPONSORED NONCITIZENS

Q: A family consisting of a mom, dad and child applied for CalWORKs benefits. Mom and dad are sponsored noncitizens and are making an effort to provide the sponsor's information but were unsuccessful in their attempt. Should the entire case be denied, or just the mom and dad and aid the child?

A: The application would be accepted and processed for the family excluding the sponsored noncitizen mom and dad. Only the US citizen child is aided. This further clarifies the Q&A that was provided in the October 2007 CalWORKs Newsletter.

See the LEADER Handbook CalWORKS Policy Section 40-105 and 44-133.7 for detailed information regarding sponsored noncitizens.

Non-Needy Vs. Needy Caretaker Relative Comparison Chart

Caretaker relatives (non-parent) are optional Assistance Unit (AU) members. They can choose to be included or excluded from the AU.

Needy Caretaker Relatives	Non-Needy Caretaker Relatives
<ul style="list-style-type: none"> • Are aided 	<ul style="list-style-type: none"> • Are not aided
<ul style="list-style-type: none"> • Must meet all CW eligibility requirements. 	<ul style="list-style-type: none"> • Do not need to meet CW eligibility requirements (only child).
<ul style="list-style-type: none"> • Must provide proof of income, property, resources, etc. 	<ul style="list-style-type: none"> • Do not need to provide proof of income, property, resources, etc. (only required for eligible child).
<ul style="list-style-type: none"> • Income is used in CW grant computation. 	<ul style="list-style-type: none"> • Income is not used in CW grant computation. When non-needy caretaker status is correctly indicated on LEADER, the income will NOT be considered in the grant computation.
<ul style="list-style-type: none"> • Must be fingerprinted unless he/she qualifies for a fingerprint exemption. 	<ul style="list-style-type: none"> • Must be fingerprinted, unless he/she qualifies for a fingerprint exemption.
<ul style="list-style-type: none"> • Must cooperate with the Child Support Enforcement program or 25% grant penalty is applied. 	<ul style="list-style-type: none"> • Is not required to cooperate with the Child Support Enforcement program. A 25% penalty cannot be applied if they do not cooperate.
	<ul style="list-style-type: none"> • May voluntarily contribute income or need items to the eligible child (ren). This is considered In-Kind Income.

See the LEADER handbook CalWORKs Policy Section 82-800 for detailed information regarding Caretaker Relatives.

PROOF OF RELATIONSHIP

Q: What is acceptable proof of relationship for a Caretaker Relative?

A: Verification/evidence includes but is not limited to:

- Birth certificate(s)
- Baptismal records of birth and parentage
- Adoption papers or records
- Paternity records maintained by a Child Support Agency
- Hospital or public health records of birth and parentage
- Court records of parentage (including Minute Order, Court report, etc.)
- Church records (including a statement from priest, minister, etc.) of parentage or relationship
- Child support records
- School or day care center records
- Divorce papers
- Insurance policy
- Juvenile court records (including DCFS documents)
- Marriage licenses or records
- PA 853, Affidavit. When verification is not accessible, the caretaker's attempts to obtain the verification are documented in the Case Comments screen, and evidence is not conflicting

See the LEADER Handbook CalWORKs Policy Section 82-800 for detailed information regarding Caretaker Relatives.

Cal-Learn Program

Cal-Learn is a mandatory program for CalWORKs participants who are under 19 years of age, pregnant or the custodial parent who lives with her/his child in the same AU, and has not completed her/his high school education.

When a CalWORKs payee (on an approved case) reports her/his daughter is pregnant, the EW must determine if that child is Cal-Learn eligible. If the child is Cal-Learn eligible, the EW must transfer the case to the approved Minor Parent EW.

CalWORKs Child Care Coordinators Meeting

The next Child Care Coordinators (CCC) meeting will be held on June 18, 2008 (Wednesday) at 9:00 AM, at the El Monte/San Gabriel Valley District, 3350 Aerojet, El Monte, CA 91731, in the Garden Level Conference Room. Parking is available in the parking structure adjacent to the building.

Deputy District Directors and Deputy Regional Directors responsible for child care are encouraged to attend the meeting with their CCC. This will help to ensure that the appropriate material related to the CalWORKs Child Care Program is shared with Districts and GAIN Regional Staff.



Reminder-EBT Out-of-State Transactions Report

Cases in which all EBT transactions have occurred out-of-state for three consecutive months are to be reviewed and processed as instructed in Administrative directive (AD) #4662, dated 8-16-07 – **EBT Transaction Occurring Out-of-State.**

A quarterly report of these cases may be accessed by the District Deputy Director via the Oracle Discoverer Viewer. The Deputy District Director is to update the "Review Status" and "Action Taken" fields on the Oracle Discoverer Viewer system by the due date as stated on AD 4662. District Administrators may direct questions regarding AD 4662 to the appropriate CalWORKs, General Relief, CAPI, or Food Stamp program liaison at DPSS Headquarters.