



Huddle! Hike! Pass! SCORE! Kick Off a Winning Season for our Cash Aid Programs

LEADER-GENERATED SAWS 2

Look for future revisions to the LEADER-generated SAWS 2 which will affect all cash programs (CalWORKs, General Relief, Cash Assistance Program for Immigrants, and Refugee Cash Assistance). At application & redetermination, Eligibility Workers will soon be required to obtain the applicant's/participant's initials and the date at the end of four specific questions identified by an asterisk. DPSS adopted the procedure as a result of an Auditor-Controller recommendation to improve welfare fraud programs and to enhance/successfully prosecute court cases. Advance notification/instructions will be released to affected staff via an Administrative Memorandum in January 2004. An official announcement of the actual date the revisions will appear and when action should be taken by workers will be conveyed via a LEADER Broadcast in early 2004. A participant's refusal to adhere to this procedure will result in the denial of benefits or case termination for failure to complete the application or redetermination process. This procedure will not be required for the manual/pre-printed SAWS 2.

QUARTERLY REPORTING COMMUNICATION

The word is getting out that Quarterly Reporting is coming to Los Angeles County in June 2004. How is the word getting out? Well I'm glad you asked. Our first informational flier, "Quarterly Reporting is Coming June 2004", was mailed in December 2003 to all CalWORKs, Food Stamp and General Relief participants. Our next scheduled mailing will be in January 2004 with the "Quarterly Reporting is Still Coming in June 2004" flier. Stay tuned, there is more quarterly reporting information coming soon!

CAPI COLA

Effective January 1, 2004, the CAPI payment increased due to a 2.1% COLA increase. The one person grant, previously \$768.00, is now \$780.00 and the couple grant, previously \$1,362.00, is now \$1,379.00. LEADER programming was completed on 12/15/03 to reflect this COLA increase in the January payment. Manual Letter No. 31, dated 12/31/03, provides detailed information on the COLA. An advanced copy was sent to the Wilshire Special District last month.

OUT WITH INS, IN WITH "BCIS"

A new name and new responsibilities have been given to the agency formerly known as the Immigration and Naturalization Service (INS). Effective October 2003, the "Bureau of Citizenship and Immigration Services (BCIS)" was established as part of the Department of Homeland Security. The goal of the newly created BCIS is to improve its services to the public by focusing exclusively on immigration and citizenship issues. All forms or other documents which refer to INS will be appropriately changed to reflect the new Bureau name.

Are you waiting for your VAWA participant's immigration petition to be approved?

Is the Prima Facie notice about to expire and the Vermont Service Center is not responding?

Based on All-County Information Notice (ACIN) No. 1-69-03, staff may now obtain an immediate update on the status of the VAWA participant's immigration petition. This may be done by using the Bureau of Citizenship and Immigration Services (BCIS), (formerly known as INS) Case Status Online Services or by calling the BCIS toll-free line .

BCIS case status updates can be found on the internet at <http://www.uscis.gov> or staff can call the toll-free number at (800) 375-5283. To get immediate, up-to-date information, the receipt number found on the prima facie notice must be entered.

VAWA Reminder...

It has been brought to our attention that VAWA participants are being denied cash aid or being removed from the assistance unit because they did not provide a Social Security Number.

As a reminder, per Admin Memorandum No. 01-22, dated 9-25-01, staff are required to assist a legal non citizen, such as a VAWA participant, to obtain a Social Security Number by providing the applicant/participant with a letter on DPSS letterhead requesting that the Social Security Administration issue the applicant/participant a non-work Social Security Number. A sample letter is included in Admin Memo 01-22.

As long as the applicant/participant has met all other eligibility requirements and provides verification of the application for a Social Security Number, the applicant/participant shall be aided. If the applicant/participant is unable to provide verification, the applicant/participant may be aided if "good cause" exists.

CLARIFICATION

This is to clarify that the procedure described in the December 2003 newsletter article, "Authorizing Aid for the Newborn," also ensures that an MFG child receives/retains Medi-Cal. Workers are reminded that they may obtain the required information via the telephone in order to immediately authorize cash-aid and/or cash-based Medi-Cal pending receipt of necessary verification. An MFG child is considered eligible, and a recipient, of CalWORKs. However, the family's MAP is not increased. The child is included in the MBSAC for determining applicant's financial eligibility. The MFG child is also considered eligible for: a) special needs, including temporary payments for homeless assistance, b) food stamps, c) childcare, and d) cash-based Medi-Cal. However, benefits that are derived from the MAP, such as permanent housing for homeless assistance will not include the MFG child.



No Goals, No Glory!!!

