

# CalWORKs DIVISION SEPTEMBER 2004 NEWSLETTER

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## CalWORKs - RCA & Supportive Services Programs

### Cost-of-Living Adjustment (COLA) MBSAC/MAP Increase

The COLA for both MAP and MBSAC of 2.75% is effective 7/1/04. The retroactive grant increase for the months of July and August was centrally handled by LEADER. However, as part of the Social Services Trail Bill (SB 1104), the **MAP** levels must be suspended for three months (September, October and November, 2004). The MAP COLA will resume effective December 1, 2004.

The MBSAC increase will not have a suspension period - this means that the new MBSAC levels must be used in determining the applicant's financial eligibility test for families that apply on or after 7/1/04.

#### NATIONAL VOTER REGISTRATION ACT

The National Voter Registration Act of 1993, also known as Motor Voter, requires that we provide voter registration services to all visitors in district offices. To reinforce our policy, Eligibility Workers must offer and provide voter registration services in conjunction with:

- Intake
- Changes of address
- Redetermination
- Upon request

"Stay tuned, LEADER Handbook instructions will be released in late October 2004."

#### IFDS CORNER

Great news! Effective 9/1/04, the IFDS threshold levels for CalWORKs and Food Stamps increase to \$1000. Previously the threshold for CW and FS were \$301 and \$701 respectively. This means the Jan/Feb/March 2004 quarter we will receive in September will contain fewer abstracts. Hurray!!!

**Threshold amounts:** Quarterly, DPSS records are compared to EDD's employer earnings records. A match is produced if there is a discrepancy between what an employer has reported to EDD and what is on LEADER. For CalWORKs/RCA/Food Stamp and/or non-assistance Food Stamp cases, a match is produced if the discrepancy is greater than \$1,000 for the entire quarter. There is nothing for the EW to determine - printouts are received only on the cases exceeding the threshold amounts.

#### What Cases Are Referred to Fraud:

- If an overpayment is computed (client error), the case is referred to fraud. There is no threshold amount for referring cases to fraud whether the overpayment is \$1.00 or \$1,000, all client error overpayments are referred to fraud.
- If no earnings documentation is received, the case is referred to fraud.
- If the client fails to respond to the contact letter:
  - On active cases, aid is terminated and the case is referred to fraud
  - On closed cases, the case is **not** referred to fraud
- If an overpayment is computed (agency error), the case is **not** referred to fraud.
- If the earnings are exempt, there is no impact/overpayment - the case is **not** referred to fraud.

#### PA 1815 - IMPORTANT NOTICE REGARDING A MAILING ADDRESS

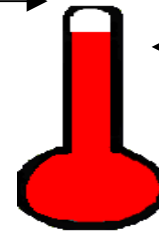
Forms Manual Letter No. 4547, dated 7/13/04, released the revised PA 1815, Important Notice Regarding a Mailing Address. This form is used to document that a homeless CalWORKs applicant/participant has been informed of the importance of a mailing address. The significant change is that once an individual has a residence, he/she cannot use the district office as a mailing address. Additionally, it documents the applicant's/participant's agreement to report to the district office at least once a week to pick up his/her mail.

The PA 1815 is available in English, Armenian, Cambodian, Chinese, Korean, Russian, Spanish, Tagalog, and Vietnamese. An initial supply was distributed to all districts on May 15, 2004. Additional supplies may be ordered via PA 16.

#### DIRECT DEPOSIT UPDATE

CalWORKs/RCA  
Target: 10,000

As of August 13, 2004:  
9,478



As of August 13, 2004, 9,478 CalWORKs and RCA participants were enrolled in direct deposit. This is a decrease of 98 participants from last month's report. However, we still have time to meet our goal, so let's continue to work together. **WE ONLY NEED 522 MORE ENROLLMENTS TO REACH OUR TARGET OF 10,000 BY SEPTEMBER 30, 2004.**

Once again **CONGRATULATIONS** to the Glendale District Office, which continues to maintain the highest direct deposit enrollment levels amongst CalWORKs and RCA Districts. **Good Job!**

As a reminder, don't forget to review direct deposit information with all applicants/participants at intake/redetermination and at any point of contact. Thank you for all your hard work.

#### INCREASING SUPPORTIVE SERVICES UTILIZATION RATE BY 6% IS A DEPARTMENTAL GOAL

The chart below indicates a monthly utilization rate.

Please continue to encourage participants to access and remain in services.

