

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207351 | DDID 1311

Update the Specialized Supportive Service
Detail page and the PA 1913 form

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Rainier Dela Cruz
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
02/10/2020	1.0	Initial Revision	Rainier Dela Cruz
3/10/2020	2.0	Updated revised requirement to include standard language.	Amy Gill
03/18/2020	3.0	Added additional assumptions and updated the recommendation for the document parameters page.	Rainier Dela Cruz
03/30/2020	4.0	Updated the document based on QA feedback.	Rainier Dela Cruz
04/08/2020	5.0	Updated Section 1.4.3 to correctly state the right form number.	Rainier Dela Cruz
05/28/2020	6.0	Updated the page mapping	Rainier Dela Cruz
06/09/2020	7.0	Update assumption #3 to mention the CSF 100 will be available to all counties until CA-214197 is implemented.	Rainier Dela Cruz

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1 OVERVIEW

1.1 Current Design

The PA 1913 form is used to provide and collect information about domestic violence. When the client has signed the form, the date is captured on the Specialized Supportive Services Detail page by completing the 'PA 1913 Signed Date' field.

1.2 Requests

Since the PA 1913 form is specific to Los Angeles County, a new form based on the PA 1913 form will be added to LRS/CalSAWS. This new form will have the same content as the current PA 1913, however, will not contain any Los Angeles County specific references. The name of the date field on the Specialized Supportive Services Detail page will also be renamed from 'PA 1913 Signed Date' to 'DV Form Signed Date'.

1.3 Overview of Recommendations

1. Create a new form based on the PA 1913 form. The form name will be 'Confidential Domestic Violence (DV) Information' and the form number will be 'CSF 100'.
2. Update the field on the name on the Specialized Supportive Service Detail page from 'PA 1913 Signed Date' to 'DV Form Signed Date'.

1.4 Assumptions

1. No updates will be made to the existing PA 1913 form and no additional translations will be provided.
2. The CSF 100 will be available to all counties until CA-214197 is implemented. The system change request will categorize the forms under LA County only, Common, or Migration County only. The CSF 100 will be categorized under Migration County only.
3. Hiding the PA 1913 form from the 57 Migration Counties will not be part of this enhancement. It will be part of DDID 2663. It contains the requirement to make the LA County specific forms not available to the 57 Migration Counties.

2 RECOMMENDATIONS

2.1 Add the new Domestic Violence Form

2.1.1 Overview

A new form based on the PA 1913 form will be added to LRS/CalSAWS. This new form will have the same content as the existing PA 1913, however, will not contain any Los Angeles County specific references.

Programs: Welfare to Work, Cal-Learn

Attached Forms: None

Form Categories: Form

Languages: English, Spanish, Armenian, Arabic, Cambodian, Chinese*, Farsi, Tagalog/Filipino, Hmong, Korean, Lao, Russian, Vietnamese

**One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.*

2.1.2 Description of Change

1. Create the new CSF 100 form based on the existing PA 1913 form. The form will be two impressions. The new form will have the county name dynamically populate based on the county the case is managed in. The reference to 'Department of Public Social Services' will be removed (please refer to the mockup for specifics). Any references to Los Angeles County specific forms will also be removed.

Form Name: Confidential Domestic Violence (DV) Information

Form Number: CSF 100

Include NA Back 9: No

Form Mockups/Examples: Please refer to Supporting Document #1 - #13

2. Add form variable population for the new CSF 100 form. The form will be populated as follows:

Variable	Description	Population
CountyName	The name of the county.	This variable will be populated with the name of the county the case is managed in.

3. Add form control for the new CSF 100 form. The new form will not have a tracking barcode, BRM barcode, or an imaging barcode.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	N

4. Add the new CSF 100 form to the Template Repository. The Document Parameters page that opens in a separate window after clicking the hyperlink will contain the Case Number and Language fields.

Figure 2.1.1 – Document Parameters

5. Add form print options for the new CSF 100 form. The user will only be able to print the form locally without saving it.

Blank Template	Print Local without Save	Print Local with Save	Print Central with Save	Reprint Local	Reprint Central
N	Y	N	N	N	N

Mailing Requirements:

Mail-To (Recipient): N/A
 Mailed From (Return): N/A
 Mail-back-to Address: N/A
 Outgoing Envelope Type: N/A
 Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A
 Enclosures: N/A
 Electronic Signature: N
 Post to YBN/C4Y: N

2.2 Specialized Supportive Services Detail

2.2.1 Overview

The Specialized Supportive Services Detail page allows the user to add, edit, and view Specialized Supportive Services entries. There is a field on the page called 'PA 1913 Signed Date'. This field captures the date when the form was signed. The field name will be updated to match the updated form name.

2.2.2 Specialized Supportive Services Detail Mockup

The screenshot shows a web interface titled "Specialized Supportive Services Detail". At the top right, there are "Edit" and "Close" buttons. Below the title, a red asterisk indicates required fields. The form contains the following fields:

- Name:** * (Required) Value: Test, Test 40F
- Domestic Violence (DV):** * (Required) Value: Yes
- Mental Health (MH):** * (Required) Value: No
- Substance Use Disorder (SUD):** * (Required) Value: No
- DV Form Signed Date:** Value: 01/01/2020 (This field is highlighted with a red box in the mockup)
- Begin Date:** * (Required) Value: 01/01/2019
- End Date:** (Optional)

At the bottom right, there are "Edit" and "Close" buttons.

Figure 2.2.1 – Specialized Supportive Services Detail View Mode

Specialized Supportive Services Detail

*- Indicates required fields

Save and Return Cancel

Name: *
Test, Test 40F

Domestic Violence (DV) * Yes ▾

Mental Health (MH) * No ▾

Substance Use Disorder (SUD) * No ▾

DV Form Signed Date: 01/01/2020 📅

Begin Date: * 01/01/2019 📅 **End Date:** 📅

Save and Return Cancel

Figure 2.2.2 – Specialized Supportive Services Detail Edit Mode

2.2.3 Description of Changes

Update the field name on the Specialized Supportive Services Detail page from 'PA 1913 Signed Date' to 'DV Form Signed Date'.

2.2.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Specialized Supportive Services**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

Update the page mapping to reflect the updated field name on the page by updating the field name from 'PA 1913 Signed Date' to 'DV Form Signed Date' and the comment from ' This column holds the date that the PA 1913 form was signed -LRS_FIELD-' to 'This column holds the date that the DV Form was signed'.

2.2.7 Page Usage/Data Volume Impacts

N/A

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	English CSF 100	CSF 100.pdf
2	Correspondence	Spanish CSF 100	CSF 100 SP.pdf
3	Correspondence	Armenian CSF 100	CSF 100 AE.pdf
4	Correspondence	Arabic CSF 100	CSF 100 AR.pdf
5	Correspondence	Cambodian CSF 100	CSF 100 CA.pdf
6	Correspondence	Chinese CSF 100	CSF 100 CN.pdf
7	Correspondence	Farsi CSF 100	CSF 100 FA.pdf
8	Correspondence	Filipino/Tagalog CSF 100	CSF 100 FI.pdf
9	Correspondence	Hmong CSF 100	CSF 100 HM.pdf
10	Correspondence	Korean CSF 100	CSF 100 KO.pdf
11	Correspondence	Lao CSF 100	CSF 100 LA.pdf
12	Correspondence	Russian CSF 100	CSF 100 RU.pdf
13	Correspondence	Vietnamese CSF 100	CSF 100 VI.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1311	<p>Original: The CONTRACTOR shall update the Specialized Supportive Services Detail page as follows:</p> <ol style="list-style-type: none"> 1) Relabel "PA 1913 Signed Date" to "DV Form Signed Date" 2) Create a new generic version of the PA 1913 to be applicable for the 57 Counties 3) Update the PA 1913 Los Angeles County form number to "DV Form" 4) Generate the Los Angeles version of the DV form for Los Angeles County and generate the new generic version of the "DV form" for the 57 Counties <p>Revised: The CONTRACTOR shall update the Specialized Supportive Services Detail page as follows:</p> <ol style="list-style-type: none"> 1) Create a new form based on the PA 1913 form. The form title will be 'Confidential Domestic Violence (DV) Information' and the form number will be 'CSF 100'. This new form 	<p>Original: The PA 1913 will be implemented in the following languages:</p> <ul style="list-style-type: none"> - Armenian - Cantonese (Chinese) - English - Korean - Mandarin (Chinese) - Other Chinese Language - Russian - Spanish <p>Revised: The PA 1913 will continue to be available in the following languages:</p> <ul style="list-style-type: none"> - English - Spanish - Armenian - Other Chinese - Cantonese - Mandarin - Korean - Russian <p>The CSF 100 will be implemented in the following languages:</p> <ul style="list-style-type: none"> - English - Spanish - Armenian - Arabic - Cambodian - Other Chinese - Cantonese 	<p>The new CSF 100 is added to CalSAWS. The name of the field on the Specialized Supportive Services Detail page is updated from "PA 1913 Signed Date" to "DV Form Signed Date".</p>

	<p>will only available for non-Los Angeles counties.</p> <p>2) Update the field name on the Specialized Supportive Services Detail page from 'PA 1913 Signed Date' to 'DV Form Signed Date'.</p>	<ul style="list-style-type: none"> - Mandarin - Farsi - Tagalog/Filipino - Hmong - Korean - Lao - Russian - Vietnamese 	
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CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207467 | DDID-347

Migrate Rush Warrant Functionality and Warrant
Print Stocks to LRS/CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Pramukh Karla
	Reviewed By	Lawrence Samy

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/06/2020	1.0	Original	Pramukh Karla
03/04/2020	2.0	Added assumption #6 and removed GA/GR program from impacted programs list	Pramukh Karla
3/12/2020	3.0	Removed SCR from document title, added reviewed by, updated mockup description and requirements text	Lawrence Samy
3/30/2020	4.0	Made cosmetic changes to the document as per DEL comments	Pramukh Karla
4/2/2020	5.0	Update 2.1.3 to specify 57 counties excluding LA county	Pramukh Karla
5/27/2020	6.0	Updated 2.3.5 Security Rights section to add new security right for Print button on Issuance Detail page	Pramukh Karla

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1 OVERVIEW

The purpose of this change is to enable Rush Warrant functionality in LRS/CalSAWS for the 57 counties and generate Rush Warrant Templates from Issuance Detail page for the 39 C-IV counties.

1.1 Current Design

EDBC does not support issuance of Rush Warrants in LRS/CalSAWS, the application generates a hard stop validation message when staff select Method is set as "Warrant" and the Immediacy Indicator is selected as "Rush" on the EDBC summary page.

1.2 Requests

Migrate the Rush Warrant functionality along with the County Warrant Print Stock Template to LRS/CalSAWS for the 57 Counties.

1.3 Overview of Recommendations

1. Remove Rush Warrant Validation from <Program> EDBC Summary pages.
2. Migrate C-IV Rush Warrant Templates.
3. Enable Print button on the Issuance Detail page.

1.4 Assumptions

1. Rush warrant functionality will only be added to 39 C-IV counties.
2. Rush warrant templates cannot be generated from Template Repository.
3. Rush warrants for remaining 18 CalWIN counties will be added with CA-213675.
4. The Approved Relative Caregiver (ARC) program will be converted into LRS/CalSAWS as a Foster Care program with ARC Aid Codes.
5. The C-IV General Assistance (Managed) or GM program will be migrated into the LRS/CalSAWS System with DDCR 10002 (CA-201377). The Rush Warrant validation message will be removed for General Assistance (Managed) with DDCR 1002 (CA-201377).
6. Rush Warrant alignment testing for C-IV counties will be conducted by CA-213129.

2 RECOMMENDATIONS

2.1 Remove Rush Validation on <Program> EDBC Summary page

2.1.1 Overview

When the Issuance Method is set as “Warrant” and the Immediacy Indicator is selected as “Rush” on the <Program> EDBC Summary page, the following validation message is displayed.

Validation Message: “Issuance Method – Unable to rush warrants”

2.1.2 Description of Changes

1. Remove the following validation message from the <Program> EDBC Summary page when Immediacy Indicator is set to “Rush”, Issuance Method is “Warrant”, and the Accept button is clicked for the 57 counties (excluding Los Angeles county).

Validation Message: “Issuance Method – Unable to rush warrants”

2.1.3 Rush Warrant Impacted Programs

Rush Warrant validation will be removed for the following programs for 57 counties (excluding Los Angeles county):

- Adoptions Assistance Program
- Cal-Learn
- CalWORKs
- CAPI
- Diversion
- Foster Care
- Homeless – Perm
- Homeless – Temp
- Immediate Need
- Kin-GAP
- RCA

2.1.4 Performance Impacts

N/A

2.2 Migrate C-IV Rush Warrant Templates to LRS/CalSAWS

2.2.1 Overview

This effort is to add Rush Warrant Templates for the 39 C-IV counties to LRS/CalSAWS.

2.2.2 Description of Change

1. Create Rush Warrant Template XDPs for all 39 C-IV counties and add them to LRS/CalSAWS. Refer to Supporting Documents #1 through #39
2. Pre-populate data elements on the Rush Warrant Templates based on county and program specific details. Please see Supporting Document #40.

2.3 Issuance Detail Page

2.3.1 Overview

This effort is to make the print button visible on Issuance Detail page and add the generation of Rush Warrant Templates when the print button is clicked on Issuance Detail page for 39 C-IV counties.

2.3.2 Issuance Detail Mockup

Mockup below include the updates to Issuance Detail page to make the Print button visible.

Issuance Detail

*- Indicates required fields

Print

Edit

Close

Control Number: 102	Category: Supplemental Benefit	Benefit/Service Month: 02/2020
Case Number: 2020560	Case Name: Tets Test	Program: Foster Care

Payee Information

Payee: * 899243039 Org Name	Payee Address: 903675210 Main St GOLD RIVER, CA 95670-7629	Reference: Tets Test
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Basic Information

Issuance Method: Warrant	Immediacy: * Rush	Payment Amount: 1,000.00
Issue Date:	Expiration Date:	Delivery Method: Mail
Status: Ready For Issuance	Status Reason: New	

Financial Information

Pay Code: Ward Foster Family Home	
Aid Code: 42 - AFDC-FC (Fed)	Fund Code:
EDBC: 1067372277	Authorized Worker: 278823

Status History

Status	Reason	Date	Authorized By
Ready For Issuance	New	04/05/2020 9:42:14 PM	90AS9090PS

Pay Code History

Print

Edit

Close

Figure 2.3.1 – Print Button on Issuance Detail Page

Print Dialogue box will be displayed when the Print button is clicked on the Issuance Detail page. Mockup below is from a Windows based Operating System so Print Dialog box from another Operating System will look different.

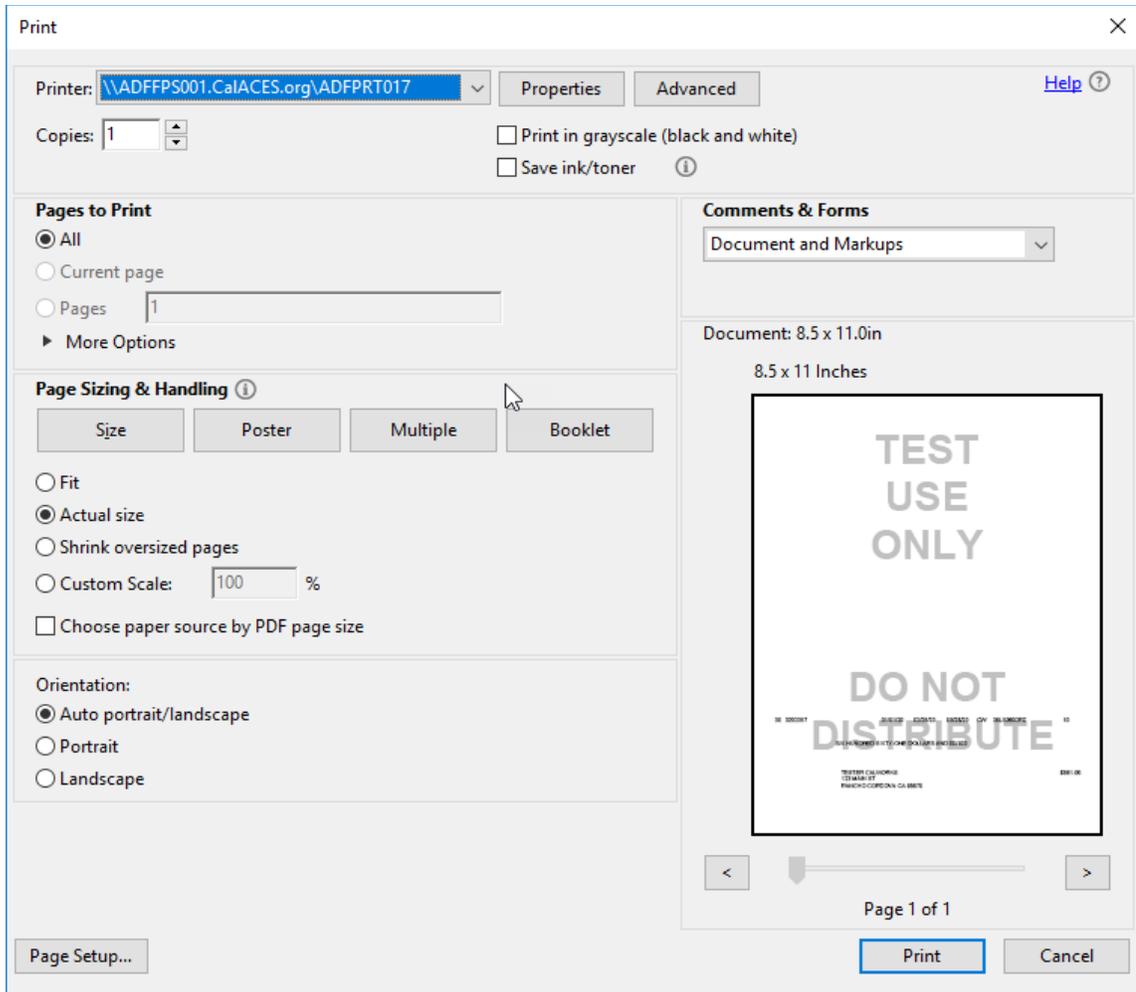


Figure 2.3.2 – Rush Warrant Template Print Dialogue From Windows Based Operating System

2.3.3 Description of Change

1. Update Issuance Detail page to make Print button visible for Rush Warrants for all 57 counties.
2. Clicking on Print button on the Issuance Detail page will generate the Rush Warrant Template for all 39 C-IV counties. Rush warrants for remaining 18 CalWIN counties will be added with CA-213675.

Note: Clicking on the Print button will open a system Print Dialog box as shown in the Figure 2.3.2 above. Mockup above is from a Windows based Operating System so Print Dialog box from another Operating System will look different.

2.3.4 Page Location

- **Global: Fiscal**

- **Local: Issuances**
- **Task: Issuance Search**

2.3.5 Security Updates

Please see supporting document #41 for "CA-207467 DDID 347 Security Matrix" Security Matrix.

1. Security Rights

Security Right	Right Description	Right to Group Mapping
IssuanceRushPrint	Access to the Print button on Issuance Detail page.	Issuance Rush Print

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Issuance Rush Print	Print Rush Warrants from Issuance Detail page.	System Administrator

2.3.6 Page Mapping

N/A

2.3.7 Page Usage/Data Volume Impacts

Unknown

3 SUPPORTING DOCUMENTS

#	Functional Area	Description	Attachment
1	Correspondence	Alpine County Warrant Templates	Alpine_Default_Person.pdf Alpine_Default_Vendor.pdf
2	Correspondence	Amador County Warrant Templates	Amador_Default_Person.pdf Amador_FosterCare_Vendor.pdf Amador_Homeless-Temp_Vendor.pdf Amador_Homeless-Perm_Vendor.pdf
3	Correspondence	Butte County Warrant Templates	Butte_Default_Person.pdf Butte_Default_Vendor.pdf
4	Correspondence	Calaveras County Warrant Templates	Calaveras_Default_Person.pdf Calaveras_Default_Vendor.pdf Calaveras_FosterCare_Vendor.pdf
5	Correspondence	Colusa County Warrant Templates	Colusa_Default_Person.pdf Colusa_Default_Vendor.pdf Colusa_FosterCare_Vendor.pdf Colusa_Homeless-Temp_Vendor.pdf Colusa_Homeless-Perm_Vendor.pdf
6	Correspondence	Del Norte County Warrant Templates	Del Norte_Default_Person.pdf Del Norte_Default_Vendor.pdf Del Norte_FosterCare_Vendor.pdf Del Norte_Homeless-Temp_Vendor.pdf Del Norte_Homeless-Perm_Vendor.pdf
7	Correspondence	El Dorado County Warrant Templates	El Dorado_Default_Person.pdf El Dorado_Default_Vendor.pdf El Dorado_FosterCare_Vendor.pdf El Dorado_AAP_Vendor.pdf
8	Correspondence	Glenn County Warrant Templates	Glenn_Default_Person.pdf Glenn_Default_Vendor.pdf

#	Functional Area	Description	Attachment
9	Correspondence	Humboldt County Warrant Templates	Humboldt_Default_Person.pdf Humboldt_Default_Vendor.pdf Humboldt_FosterCare_Vendor.pdf Humboldt_Homeless-Temp_Vendor.pdf Humboldt_Homeless-Perm_Vendor.pdf
10	Correspondence	Imperial County Warrant Templates	Imperial_Default_Person.pdf Imperial_Default_Vendor.pdf Imperial_FosterCare_Vendor.pdf Imperial_Homeless-Temp_Vendor.pdf Imperial_Homeless-Perm_Vendor.pdf
11	Correspondence	Inyo County Warrant Templates	Inyo_Default_Person.pdf Inyo_Default_Vendor.pdf
12	Correspondence	Kern County Warrant Templates	Kern_Default_Person.pdf Kern_Default_Vendor.pdf Kern_Homeless-Temp_Vendor.pdf Kern_Homeless-Perm_Vendor.pdf
13	Correspondence	Kings County Warrant Templates	Kings_Default_Person.pdf
14	Correspondence	Lake County Warrant Templates	Lake_Default_Person.pdf Lake_Default_Vendor.pdf
15	Correspondence	Lassen County Warrant Templates	Lassen_Default_Person.pdf Lassen_Default_Vendor.pdf Lassen_FosterCare_Vendor.pdf
16	Correspondence	Madera County Warrant Templates	Madera_Default_Person.pdf Madera_Default_Vendor.pdf
17	Correspondence	Marin County Warrant Templates	Marin_Default_Person.pdf Marin_Default_Vendor.pdf Marin_FosterCare_Vendor.pdf

#	Functional Area	Description	Attachment
18	Correspondence	Mariposa County Warrant Templates	Mariposa_Default_Person.pdf Mariposa_FosterCare_Vendor.pdf Mariposa_Homeless-Temp_Vendor.pdf Mariposa_Homeless-Perm_Vendor.pdf
19	Correspondence	Mendocino County Warrant Templates	Mendocino_Default_Person.pdf Mendocino_Default_Vendor.pdf Mendocino_FosterCare_Vendor.pdf Mendocino_Homeless-Temp_Vendor.pdf Mendocino_Homeless-Perm_Vendor.pdf
20	Correspondence	Merced County Warrant Templates	Merced_Default_Person.pdf Merced_Default_Vendor.pdf
21	Correspondence	Modoc County Warrant Templates	Modoc_Default_Person.pdf Modoc_Default_Vendor.pdf Modoc_FosterCare_Vendor.pdf Modoc_AAP_Vendor.pdf
22	Correspondence	Mono County Warrant Templates	Mono_Default_Person.pdf Mono_FosterCare_Vendor.pdf Mono_Homeless-Temp_Vendor.pdf Mono_Homeless-Perm_Vendor.pdf
23	Correspondence	Monterey County Warrant Templates	Monterey_Default_Person.pdf Monterey_Default_Vendor.pdf Monterey_WTW_Vendor.pdf
24	Correspondence	Napa County Warrant Templates	Napa_Default_Person.pdf Napa_Default_Vendor.pdf Napa_FosterCare_Vendor.pdf Napa_Homeless-Temp_Vendor.pdf Napa_Homeless-Perm_Vendor.pdf

#	Functional Area	Description	Attachment
25	Correspondence	Nevada County Warrant Templates	Nevada_Default_Person.pdf Nevada_Default_Vendor.pdf Nevada_FosterCare_Vendor.pdf Nevada_Homeless-Temp_Vendor.pdf Nevada_Homeless-Perm_Vendor.pdf
26	Correspondence	Plumas County Warrant Templates	Plumas_Default_Person.pdf Plumas_Default_Vendor.pdf
27	Correspondence	Riverside County Warrant Templates	Riverside_Default_Person.pdf Riverside_Default_Vendor.pdf Riverside_Homeless-Temp_Vendor.pdf Riverside_Homeless-Perm_Vendor.pdf Riverside_WTW_Vendor.pdf Riverside_CFET_Vendor.pdf Riverside_CalLearn_Vendor.pdf Riverside_Diversion_Vendor.pdf
28	Correspondence	San Benito County Warrant Templates	San Benito_Default_Person.pdf San Benito_Default_Vendor.pdf San Benito_FosterCare_Vendor.pdf
29	Correspondence	San Bernardino County Warrant Templates	San Bernardino_Default_Person.pdf
30	Correspondence	San Joaquin County Warrant Templates	San Joaquin_Default_Person.pdf San Joaquin_Default_Vendor.pdf
31	Correspondence	Shasta County Warrant Templates	Shasta_Default_Person.pdf
32	Correspondence	Sierra County Warrant Templates	Sierra_Default_Person.pdf Sierra_Default_Vendor.pdf
33	Correspondence	Siskiyou County Warrant Templates	Siskiyou_Default_Person.pdf Siskiyou_Default_Vendor.pdf

#	Functional Area	Description	Attachment
34	Correspondence	Stanislaus County Warrant Templates	Stanislaus_Default_Person.pdf
35	Correspondence	Sutter County Warrant Templates	Sutter_Default_Person.pdf Sutter_Default_Vendor.pdf Sutter_FosterCare_Vendor.pdf Sutter_Homeless-Temp_Vendor.pdf Sutter_Homeless-Perm_Vendor.pdf
36	Correspondence	Tehama County Warrant Templates	Tehama_Default_Person.pdf Tehama_Default_Vendor.pdf Tehama_Homeless-Temp_Vendor.pdf Tehama_Homeless-Perm_Vendor.pdf
37	Correspondence	Trinity County Warrant Templates	Trinity_Default_Person.pdf Trinity_Default_Vendor.pdf Trinity_FosterCare_Vendor.pdf
38	Correspondence	Tuolumne County Warrant Templates	Tuolumne_Default_Person.pdf Tuolumne_Default_Vendor.pdf Tuolumne_FosterCare_Vendor.pdf
39	Correspondence	Yuba County Warrant Templates	Yuba_Default_Person.pdf Yuba_Default_Vendor.pdf Yuba_FosterCare_Vendor.pdf Yuba_Homeless-Temp_Vendor.pdf Yuba_Homeless-Perm_Vendor.pdf
40	Correspondence	Warrant Variations and Field Mapping for C-IV Counties	Warrant Variations.xlsx
41	Fiscal	Issuance Detail page Print button security	CA-207467 DDID 347 Security Matrix.xlsx

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
347	<p>Original: The CONTRACTOR shall migrate the following for the 58 Counties:</p> <ol style="list-style-type: none"> 1) Rush Warrant functionality 2) County Warrant Print Stock Templates for C-IV counties 3) The 18 County Warrant Print Stock Template Files from CalWIN <p>Revised: The CONTRACTOR shall migrate the following for the 57 Counties:</p> <ol style="list-style-type: none"> 1) Rush Warrant functionality 2) County Warrant Print Stock Templates for C-IV counties 3) The 18 County Warrant Print Stock Template Files from CalWIN 	<ul style="list-style-type: none"> • The County Warrant Print Stock Templates that exist in C-IV and CalWIN at the time the existing Rush Warrant functionality is migrated will also be ported into CalSAWS. • The Rush Warrant functionality will only be applicable to the C-IV and CalWIN counties. • Existing Rush Warrant functionality will remain unchanged. 	<p>With SCR CA-207467, Rush Warrant Functionality including with generating Rush Warrant Templates from Issuance Detail page will be added to LRS/CalSAWS.</p>

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211764 | DDID 1967

Migrate M40-181C SAR (09/13)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Pramukh Karla
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/06/2019	1.0	Original	Pramukh Karla
05/28/2020	2.0	Updated design document to add Imaging Barcode code updates	Pramukh Karla

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1 OVERVIEW

The purpose of this change is to add the M40-181C SAR form to the LRS/CalSAWS Template Repository and generate this form via Batch.

1.1 Current Design

M40-181C SAR form does not exist in LRS/CalSAWS.

1.2 Requests

Migrate the M40-181C SAR (09/13) version of the form to the LRS/CalSAWS Template Repository with the following updates:

1. Remove SAR 1027 from Template Repository.
2. Update PB19R700 batch job to PB00R700 and generate M40-181C SAR form instead of SAR 1027 form.

1.3 Overview of Recommendations

1. Add M40-181C SAR (09/13) form to LRS/CalSAWS Template Repository.
2. Remove SAR 1027 from Template Repository.
3. Update PB19R700 batch job to PB00R700 and generate M40-181C SAR form instead of SAR 1027 form.

1.4 Assumptions

1. M40-181C SAR form will have the LRS/CalSAWS Standard Header.
2. The new job PB00R700 will run for all 58 counties but will not pick up any records for 57 counties since there is currently no data for counties other than Los Angeles in LRS/CalSAWS.
3. Imaging Barcode on M40-181C SAR will be added with CA-207108 (DDID 2302 – Updates to Standardized Bar Codes)

2 RECOMMENDATIONS

2.1 Add M40-181C SAR (09/13) - Balderas Reminder Notice to Template Repository

2.1.1 Overview

This section will cover the updates needed to add M40-181C SAR Form to LRS/CalSAWS.

State Form: M40-181C SAR

Programs: CalWORKs

Attached Forms: N/A

Forms Category: Form

Languages: English, Spanish, Armenian, Arabic, Cambodian, Chinese*, Farsi, Tagalog/Filipino, Hmong, Korean, Lao, Russian, Vietnamese

**One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.*

2.1.2 Description of Change

Create a new M40-181C SAR – Balderas Reminder Notice Form that can be generated from the template repository.

1. Create M40-181C SAR Form XDP with just 1 impression. Add the following rules at the bottom of the form

Rules: These rules apply; you may review them at your welfare office: MPP 40-181.18; 40-181.2; W&I Code 11265.2

See Supporting Document #2 for rules translations

Form Header: LRS/CalSAWS State Standard Header

Form Title: Balderas Reminder Notice

Form Number: M40-181C SAR

Include NA Back 9: No

Form Mockup/Example: See Supporting Document #1

2. Add the M40-181C SAR – Balderas Reminder Notice Form to Template Repository. The following parameters will be required:

Required Form Input: Case Number, Customer Name, Program, and Language.

- Populate the following elements on the M40-181C SAR when the form is triggered from Batch.

Section	Field	Description
M40-181C SAR Page 1	I did not get it – Checkbox Field	Will be checked if the latest SAR 7 Customer Reporting Status is Generated or Sent
M40-181C SAR Page 1	I got it but it was not complete – Checkbox Field	Will be checked if the latest SAR 7 Customer Reporting Status is Incomplete

- Add the following barcode options for the M40-181C SAR Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	N

- Add the following print options for the M40-181C SAR Form:

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Y	Y	Y	Y	Y	Y

Mailing Requirements:

Mail-To (Recipient): Primary Applicant of the CalWORKs Program

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N/A

Post to YBN/C4Y: Yes

2.2 Remove SAR 1027 form from Template Repository

2.2.1 Overview

Since M40-181C SAR will replace SAR 1027 form in LRS/CalSAWS, the SAR 1027 form will be removed from the template repository.

2.2.2 Description of Change

End date SAR 1027 form from the Template Repository.

2.3 Update Balderas Reminder (PB19R700) Batch Job

2.3.1 Overview

Balderas Reminder batch job runs 5 business days prior to the end of the SAR 7 submit month when the SAR 7 form is not received, or it is received incomplete. The Balderas Reminder batch job - PB19R700 will be updated to PB00R700 job for all counties and the job will be updated to generate M40-181C SAR form instead of SAR 1027 form.

2.3.2 Description of Change

PB19R700 will be updated with the following conditions

1. Update the job (PB19R700) to be a '00' job.
2. Update the job (PB00R700) to use the CountyCodeList to determine which counties the job should run for.
3. Create a BPCR to update the CountyCodeList property to include all 58 counties.
4. Update the job (PB00R700) to generate M40-181C SAR instead of SAR 1027 form.
5. Create a BSCR to schedule the new job (PB00R700) using the same schedule as (PB19R700)

2.3.3 Execution Frequency

No updates

2.3.4 Key Scheduling Dependencies

No updates

2.3.5 Counties Impacted

No updates

2.3.6 Data Volume/Performance

Unknown

2.3.7 Failure Procedure/Operational Instructions

No updates

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	M40-181C SAR	M40-181C_SAR_EN.pdf M40-181C_SAR_SP.pdf M40-181C_SAR_AE.pdf M40-181C_SAR_AR.pdf M40-181C_SAR_CA.pdf M40-181C_SAR_CN.pdf M40-181C_SAR_FA.pdf M40-181C_SAR_FI.pdf M40-181C_SAR_HM.pdf M40-181C_SAR_KO.pdf M40-181C_SAR_LA.pdf M40-181C_SAR_RU.pdf M40-181C_SAR_VI.pdf
2.	Correspondence	Rules Translations	Rules_Translations.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	<p>As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.</p> <p>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.</p> <p>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.</p>	<ul style="list-style-type: none"> - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. - For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. 	<p>As per SCR CA-211764, M40-181C SAR will be added to LRS/CalSAWS, where the form can be generated from Template Repository and batch. Batch job PB00R700 will generate M40-181C SAR instead of SAR 1027. Since M40-181C SAR is replacing SAR 1027, SAR 1027 will be removed from Template Repository.</p>

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-200879

Disaster CalFresh Automation

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	David Wong, Esequiel Herrera-Ortiz, Howard Suksanti, Nithya Chereddy, Sidhant Garg, Sridhar Mullapudi
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
3/11/2020	1.0	Initial Version	
05/12/2020	1.1	<p>Corrections were made to report elements.</p> <p>Clarification added to the user facing pages along with updating screenshots to align with the documented recommendations.</p> <p>Added a few Existing hard validation to the new Disaster program during run EDBC. Added clarification on conditions for supplemental Disaster run reason and allotment calculations. Removed e-sign functionality for CF 385 form, added Spanish translations for NOAs and added clarifications.</p> <p>Added addition jobs to issuance sweep procedures</p> <p>Added clarification for EBT Outbound Food Benefit Writer Interface</p> <p>Added clarification to issuance detail and issuance replacement batch job. Updated the recommendation to specify IEVS inbound job number.</p>	Matthew Lower, Sridhar Mullapudi, Nithya Chereddy, Esequiel Herrera-Ortiz, Sidhant Garg, Howard Suksanti
5/21/2020	1.2	Updated the recommendation on IEVS job number	Howard Suksanti
6/4/2020	1.3	Updated existing validation messages associated to Disaster CalFresh Application Dates.	Matthew Lower

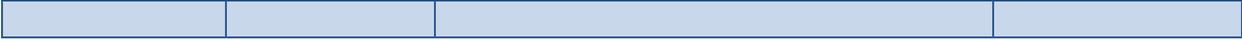


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1 OVERVIEW

1.1 Current Design

When a natural disaster occurs, the County can submit a request to the State to enable Disaster CalFresh benefits for the residents of the affected areas. If a participant was not receiving CalFresh benefits, they can apply for Disaster CalFresh program to receive disaster benefits. If the participant was already receiving CalFresh benefits, they may receive supplemental or replacement CalFresh benefits.

LRS/CalSAWS application pages capture disaster information when a disaster has been activated. Disaster CalFresh indicator on the CalFresh program application is used to distinguish Disaster CalFresh Applications (CF-385) from a regular CalFresh Application (CF 285) in LRS/CalSAWS Systems. Manual EDBC is created with a disaster specific manual EDBC reason and issuances are rushed to issue supplemental or disaster CalFresh benefits.

During a disaster, the California Department of Social Services (CDSS) mandates that counties affected by a disaster submit a Disaster CalFresh Daily report containing various information about disaster applications and aid distributed. This report is automated in LRS/CalSAWS Systems.

1.2 Requests

1. Add Disaster CalFresh into LRS/CalSAWS system and fully automate the eligibility determination and benefit issuance.
1. Update CF 385(APPLICATION FOR DISASTER CALFRESH), CF 303(REPLACEMENT OR DISASTER SUPPLEMENT AFFIDAVIT) and add CF 390(NOTICE OF APPROVAL/DENIAL FOR DISASTER CALFRESH) to the Template Repository.
2. Generate Approval or Denial NOA when the DCF program is approved or denied respectively.
3. Modify IEVS Inbound jobs to not load abstract that is associated to Disaster CalFresh.
4. Update image scanning (Kofax) web services to be able to send/receive DCF program between LRS/CalSAWS and Electronic Document Management System (EDMS).

1.3 Overview of Recommendations

1. Update pages to allow the tracking of the new Disaster CalFresh program. This will include:
 - a. Case Summary – Disaster CalFresh Program Detail
 - b. Disaster CalFresh Detail
 - c. Select Programs

- d. New Program Detail
 - e. New/Reapplication Detail
 - f. Application Detail
 - g. Rescind Detail
 - h. Disaster CalFresh Person Detail
 - i. Disaster CalFresh Person History
 - j. Disaster CalFresh History
 - k. Position Detail
 - l. Administrative Role Detail
 - m. Workload Reassignment Detail
 - n. Pending Assignment List
 - o. Household Income Resources Expenses List
 - p. Household Income Resources Expenses Detail
 - q. Other Program Assistance Detail
 - r. Eligibility Workload Inventory
2. Update the run EDBC and manual EDBC pages to include Disaster CalFresh program
 3. Add new Disaster CalFresh EDBC summary page for online and manual EDBC to display disaster CalFresh EDBC results. The user will be able to override the EDBC
 4. Add new Disaster CalFresh EDBC rules to determine the household's eligibility and benefits for Disaster CalFresh program. The financial eligibility is determined by one of two options which will be declared by the state at the time of disaster. This option will be inserted into the system when inserting the disaster information through a DCR. This option will be used by all Disaster CalFresh EDBCs for that disaster.
 5. Add new run reason for CalFresh EDBC that will be used as an indicator to determine the CalFresh household's eligibility to supplemental disaster CalFresh benefits
 6. Update CalFresh EDBC logic to determine the household's eligibility and benefits for supplemental disaster CalFresh program
 7. The supplemental disaster CalFresh EDBC is not used in determining the regular CalFresh/TCF benefits.
 8. CalFresh/TCF EDBC shall not provide additional supplements or create an overissuance if the household received maximum allotment of the household size due to a disaster supplement.
 9. Updated Disaster CalFresh Daily Report to reflect the logical changes made for the automation of the Disaster CalFresh program
 10. Rename the CalFresh Disaster Services Daily Report to CalFresh Disaster Issuance Daily Report and update its logic to reflect the logical changes made for the automation of the Disaster CalFresh program.
 11. Update fiscal cash reports to appropriately include Disaster CalFresh issuance information.

12. Modify IEVS Inbound jobs to not load an Abstract that is associated to Disaster CalFresh.
13. Update Kofax web services to be able to send/receive DCF program between LRS/CalSAWS and EDMS.
14. Update CF 303 to the latest version provided in the ACL 19-95.
15. Add CF 390 from ACL 19-95 to the Template Repository.
16. Generate the approval NOA when the DCF program is approved.
17. Generate the Denial NOA when the DCF program is denied.
18. Update the Workload Inventory Export Report to reflect the changes made to the Workload Inventory online page.

1.4 Assumptions

1. The project will turn on disaster CalFresh for the impacted counties upon consortium request
2. User will be responsible to add the appropriate members on the disaster CalFresh program.
3. User will be responsible to accurately action and discontinue the program when Disaster CalFresh program is approved through manual EDBC.
4. User will be responsible to accurately action the CalFresh program for a benefit month where the CalFresh household members are also active on a Disaster CalFresh Program.
5. Fields not modified within the description of changes will retain their current functionality.
6. Pages that are used by multiple programs but relabeled to be Disaster CalFresh will only have the changes requested made for when the page is used for Disaster CalFresh.
7. Once a Disaster CalFresh program has an Active status, no additional people can be added to the program.
8. There will be no impact to MEDS, IEVS, QNA, QCIS and EICT process.
 - a. Disaster CalFresh program will not be included in any existing MEDS, IEVS, QNA, County Performance Sample (Primary), County Performance Sample (Secondary), QCIS, or EICT outbound transactions.
 - b. If a worker requests an IEVS/ IEVS&SAVE manually, the Interface will not trigger a transaction to MEDS.
9. End Date Assignment Batch job (PB00M100) removes worker from the program after the program is closed. PB00M100 does not remove worker when the program Discontinued Status Reason is exempt.
 - a. When the DCF program status is Denied, remove worker after 30 days from the date that the program status is Denied.
 - b. When the DCF program status is Discontinued, remove worker on the 1st of the month following the month that the program is discontinued. For

example, if the program is discontinued on September then the batch will remove worker on the 1st of October.

10. The application detail page will always display the Disaster CalFresh section when the program type is Disaster CalFresh. This is due to Disaster CalFresh applications always being linked to a disaster.
11. NA BACK 9 will not be updated with this SCR. All the forms and NOAs will have the existing NA BACK 9 in the system.
12. The Issuance Detail page for Disaster CalFresh Issuances would follow the same layout as available to CalFresh Issuances today.
13. A Notice of Action (NOA) will not be generated if the Disaster CalFresh Supplemental benefits are approved when the EDBC is with the run reason of 'Disaster CF Supplement'.
14. All the supporting Documents are attached to JIRA as Supporting Documents.Zip.

2 RECOMMENDATIONS

2.1 Case Summary – Disaster CalFresh (DCF) Program Detail

2.1.1 Overview

The Case Summary page is used to display the details of a case as of a Display date. The program block 'Disaster CalFresh' will become available to view on the Case Summary page.

2.1.2 Case Summary Mockup

Disaster CalFresh				
Worker:	Clark Kent	Primary Applicant/Recipient:	Simpson, Homer 63M	
Worker ID:	36LS009200	Language:	English	
Program Status:	Pending	Phone Number:		
Aid Code:		Email:		
Declared Disaster:	Disaster Name	Payee:	Simpson, Homer 63M	
		Application Date:	08/03/2020	
Name	Role	Role Reason	Status	Status Reason
Simpson, Homer 63M	MEM		Pending	
View Details				

Figure 2.1.1 – Case Summary – Disaster CalFresh - Pending

Disaster CalFresh				
Worker:	Clark Kent	Primary Applicant/Recipient:	Simpson, Homer 63M	
Worker ID:	36LS009200	Language:	English	
Program Status:	Discontinued	Phone Number:		
Discontinued Date:	08/01/2020	Email:		
Reporting Type:	Non-Reporting	Payee:	Simpson, Homer 63M	
Reporting Type Reason:	Disaster CalFresh	Application Date:	08/03/2020	
Aid Code:	09 - CalFresh			
Declared Disaster:	Disaster Name			
Name	Role	Role Reason	Status	Status Reason
Simpson, Homer 63M	MEM		Discontinued	End Of Disaster Period
View Details				

Figure 2.1.2 – Case Summary – Disaster CalFresh - Discontinued

Disaster CalFresh				
Worker:	Clark Kent	Primary Applicant/Recipient:	Simpson, Homer 63M	
Worker ID:	36LS009200	Language:	English	
Program Status:	Active	Phone Number:		
Reporting Type:	Non-Reporting	Email:		
Reporting Type Reason:	Disaster CalFresh	Payee:	Simpson, Homer 63M	
Aid Code:	09 - CalFresh	Application Date:	08/03/2020	
Declared Disaster:	Disaster Name			
Name	Role	Role Reason	Status	Status Reason
Simpson, Homer 63M	MEM		Active	
View Details				

Figure 2.1.3 – Case Summary – Disaster CalFresh – Active

Disaster CalFresh				
Worker:	Clark Kent	Primary Applicant/Recipient:	Simpson, Homer 63M	
Worker ID:	36LS009200	Language:	English	
Program Status:	Denied	Phone Number:		
Aid Code:		Email:		
Declared Disaster:	Disaster Name	Payee:	Simpson, Homer 63M	
		Application Date:	08/03/2020	
Name	Role	Role Reason	Status	Status Reason
Simpson, Homer 63M	MEM		Denied	Requested Disc. - Written

[View Details](#)

Figure 2.1.4 – Case Summary – Disaster CalFresh – Denied

2.1.3 Description of Changes

1. Add a new program to be displayed called 'Disaster CalFresh'. This program section will follow the current display logic that is used by programs on the Case Summary page.
2. Add the following fields to the Case Summary page in the Disaster CalFresh section
 - a. Worker – Worker that is assigned to the program as of the Display date.
 - b. Worker ID – Worker Number of the currently assigned worker. Clicking on the Worker Id will navigate the worker to the Worker Detail page.
 - c. Program Status – Status of the program as of the Display date.
 - d. Discontinued Date – The date the Program became discontinued.
 - e. Reporting Type – The reporting requirements of the program.
 - f. Reporting Type Reason – The Reason for the Reporting Type.
 - g. Aid code – Aid code of the program.
 - h. Declared Disaster – Name of the disaster. This is from the Program Application.
 - i. Primary Applicant/Recipient – The case member who has the Administrative Role of 'Primary Applicant/Recipient' for the Disaster CalFresh program as of the Display date.
 - j. Language – Language of the Primary Applicant.
 - k. Phone Number – Phone Number of the Primary Applicant.
 - l. Email – This is the Email of the primary applicant. This field will be directly below the Phone Number field.

- m. Payee - The case member who has the Administrative Role of 'Payee' for the Disaster CalFresh program as of the Display date.
- n. Application Date – Application Date for the program application that is tied to the Program Status as of the Display date.
- o. Name – Name of the Program Person. Clicking on the Name will navigate the worker to the Disaster CalFresh Person History page.
- p. Role – Role of the Person as of the Display date.
- q. Role Reason – Reason for the value displayed in the Role column.
- r. Status – Status of the Person as of the Display date.
- s. Status Reason – Reason for the value displayed in the Status column.
- t. View Details button – This button will navigate the worker to the Disaster CalFresh Detail page.

2.1.4 Page Location

Global: Case Info

Local: Case Summary

Task: Case Summary

2.1.5 Page Mapping

Add Page Mapping for the added fields that are not mapped in other program sections.

2.1.6 Page Usage/Data Volume Impacts

No expected page usage or data volume impacts.

2.2 Disaster CalFresh Detail

2.2.1 Overview

The Disaster CalFresh Detail page is used to display program information for the Disaster CalFresh program as of a given Date.

2.2.2 Disaster CalFresh Detail Mockup

Disaster CalFresh Detail

*- Indicates required fields

View History

Issuance Method

Edit

Close

Date: *

08/04/2020

Program Information

Status: *

Pending

Status Reason:

Source: *

In Person

Application Date: *

08/03/2020

Declared Disaster:

Disaster Name

Automatically Reassign When Activated:

No

Administrative Roles

Name	Administrative Role	Begin Date	End Date
Simpson, Homer 63M	Primary Applicant/Recipient	07/01/2020	
Simpson, Homer 63M	Payee	07/01/2020	

Program Persons

Name	Role	Role Reason	Status	Status Reason
Simpson, Homer 63M	MEM		Pending	

Secondary Assignment

Worker

View History

Issuance Method

Edit

Close

Figure 2.2.1 – Disaster CalFresh Detail – View Mode – Pending

Disaster CalFresh Detail

*- Indicates required fields

View History

Save and Return

Cancel

Date: *

08/04/2020

View Date

Program Information

Status: *

Discontinued

Status Reason:

End Of Disaster Period

Source: *

In Person

Application Date: *

08/03/2020

Reporting Type:

Non-Reporting

Reporting Type Reason:

Disaster CalFresh

Declared Disaster:

Disaster Name

Automatically Reassign When Activated:

No

Administrative Roles

Name	Administrative Role	Begin Date	End Date	
Simpson, Homer 63M	Primary Applicant/Recipient	07/01/2020		Edit
Simpson, Homer 63M	Payee	07/01/2020		Edit
				Add

Program Persons

Name	Role	Role Reason	Status	Status Reason
Simpson, Homer 63M	MEM		Discontinued	End Of Disaster Period

Secondary Assignment

Worker

Select

View History

Save and Return

Cancel

Figure 2.2.2 – Disaster CalFresh Detail – Edit mode Discontinued

Disaster CalFresh Detail

*- Indicates required fields

View History

Save and Return

Cancel

Date: *

08/04/2020

View Date

Program Information

Status: *

Denied

Status Reason:

Requested Disc. - Written

Source: *

In Person

Application Date: *

08/03/2020

Declared Disaster:

Disaster Name

Automatically Reassign When Activated:

No

Administrative Roles

Name	Administrative Role	Begin Date	End Date	
Simpson, Homer 63M	Primary Applicant/Recipient	07/01/2020		Edit
Simpson, Homer 63M	Payee	07/01/2020		Edit
				Add

Program Persons

Name	Role	Role Reason	Status	Status Reason	
Simpson, Homer 63M	MEM		Denied	Requested Disc. - Written	Rescind

Secondary Assignment

Worker

[Clark Kent](#)

Remove Worker

View History

Save and Return

Cancel

Figure 2.2.3 – Disaster CalFresh Detail – Edit mode Denied

Disaster CalFresh Detail

*- Indicates required fields

View History Save and Return Cancel

Date: *

03/01/2020 View Date

Program Information

Status: * Pending **Status Reason:** **Source: *** In Person

Application Date: * 08/03/2020 [Edit](#)

Declared Disaster:
Disaster Name

Automatically Reassign When Activated:
No

Administrative Roles

Name	Administrative Role	Begin Date	End Date	
Simpson, Homer 63M	Primary Applicant/Recipient	07/01/2020		Edit
Simpson, Homer 63M	Payee	07/01/2020		Edit
				Add

Program Persons

Name	Role	Role Reason	Status	Status Reason	
Simpson, Homer 63M	MEM		Pending		Edit
					Add

Secondary Assignment

Worker

[Select](#)

View History Save and Return Cancel

Figure 2.2.4– Disaster CalFresh Detail – Edit mode Pending

Disaster CalFresh Detail

*- Indicates required fields

View History

Save and Return

Cancel

Date: *

08/04/2020

View Date

Program Information

Status: *

Active

Status Reason:

Source: *

In Person

Application Date: *

08/03/2020

Edit

Reporting Type:

Non-Reporting

Reporting Type Reason:

Disaster CalFresh

Declared Disaster:

Disaster Name

Automatically Reassign When Activated:

No

Administrative Roles

Name	Administrative Role	Begin Date	End Date	
Simpson, Homer 63M	Primary Applicant/Recipient	07/01/2020		Edit
Simpson, Homer 63M	Payee	07/01/2020		Edit
				Add

Program Persons

Name	Role	Role Reason	Status	Status Reason	
Simpson, Homer 63M	MEM		Active		Edit

Secondary Assignment

Worker

[Clark Kent](#)

Remove Worker

View History

Save and Return

Cancel

Figure 2.2.5 – Disaster CalFresh Detail – Edit mode Active

Disaster CalFresh Detail



Figure 2.2.5 – Disaster CalFresh Detail – View Date prior to Program Begin Date

2.2.3 Description of Changes

1. View History button – This button will navigate the worker to the Disaster CalFresh History page.
2. Issuance Method button – This button will navigate the worker to the Issuance Method Detail page. This button is only available in 'View' mode and when a payee exists.
3. Edit button – This button will refresh the page in 'Edit' mode. This button is only available in 'View' mode.
4. Close button – This button will navigate the worker to the Case Summary page. This button is only available in 'View' mode.
5. Save and Return button – Saves the changes that have been made to the Disaster CalFresh Detail page and will navigate the worker to the Case Summary page. This button is only available in 'Edit' mode.
6. Cancel button – Returns the worker to the Case Summary page. This button is only available in 'Edit' mode.
7. Date – Date which will be used to retrieve information for the page. The application that has a status as of the Date will have its information displayed. This is a required field.
 - a. View Date button – Pressing this button will refresh the page with the program information as of the Date. This button is only available in Edit mode.
8. Program Information Section
 - a. Status – Status of the program as of the Date. This field is required.
 - b. Status Reason – Reason for the value displayed in the Status column.
 - c. Source – Source of the Application that is tied to the Status as of the Date. This field is required.
 - d. Application Date – Date of Application for the application that is tied to the Status as of the Date. This field is required.
 - i. Edit button – Pressing this button will navigate the worker to the Application Detail page. This button only appears when the Status is 'Pending' or 'Active' and when the page is in Edit mode.
 - e. Reporting Type – Reporting Type of the program.
 - f. Reporting Type Reason – The Reason for the Reporting Type.

- g. Declared Disaster – Name of the disaster. This is from the Program Application.
 - h. Automatically Reassign When Activated – Indicates that the program will be reassigned when the Program Status is set to 'Active'. This field is only available when a worker is assigned to the program.
9. Administrative Roles section
- a. Name - Name of the person assigned to the Administrative Roles as of the Date.
 - b.
 - c. Administrative Role – Administrative Role that is assigned to the person in the Name column.
 - d. Begin Date – Date that the person in the Name column was assigned to the Administrative Role.
 - e. End Date – Date that the person in the Name column ended the Administrative Role.
 - f. Edit button – Navigate the worker to the Administrative Role Detail page in 'Edit' mode. This button is only available in Edit mode.
 - g. Add button - Navigate the worker to the Administrative Role Detail page in 'Create' mode. This button is only available in Edit mode.
10. Program Person section
- a. Name – Name of the Program Person.
 - b. Role – Role of the Person as of the Date.
 - c. Role Reason – Reason for the value displayed in the Role column.
 - d. Status – Status of the Person as of the Date.
 - e. Status Reason – Reason for the value displayed in the Status column.
 - f. Edit button – Navigates the worker to the Disaster CalFresh Person Detail page in 'Edit' mode. This button is only available in Edit mode. This button will not be available when the Status is 'Discontinued' or 'Denied'.
 - g. Rescind button – Navigates the worker to the Rescind Detail page. This button is only available in Edit mode when the Disaster CalFresh program has a Status of Denied.
 - h. Add button – Navigates the worker to the Disaster CalFresh Person Detail page in 'Create' mode. This button is only available in Edit mode when the Disaster CalFresh program has a Status of Pending.
- Note: The Reapply button will not be available for the Disaster CalFresh program.
11. Secondary Worker Assignment section
- a. Worker – Name of the Worker that is assigned as a secondary assignment. Clicking on the Worker will navigate the worker to the Worker Detail page.
 - i. Select button – Pressing button will navigate the worker to the Select Worker page to find a worker for the secondary assignment. This button is only available in 'Create'/'Edit' mode.

- ii. Remove Worker button – Pressing the button will Remove the secondary assignment. This button is only available in 'Create'/'Edit' mode.

2.2.4 Page Validation

The following validation messages are triggered on the Disaster CalFresh Detail page:

1. Program Information is not available for the given View Date.
 - a. Triggered when the View Date is prior to the earliest Program Status.
2. Suppress the validation that is used to ensure the Application Date is not in the future for the Disaster CalFresh program.

2.2.5 Page Location

Global: Case Info

Local: Case Summary

Task: Case Summary

2.2.6 Page Mapping

Add Page Mapping for the added fields that are not mapped in other program sections.

2.2.7 Page Usage/Data Volume Impacts

No expected page usage or data volume impacts.

2.3 Select Programs

2.3.1 Overview

The Select Programs page is used to apply a case person to multiple programs at one time during the intake flow. The Program 'Disaster CalFresh' will be added to the list of Programs and will only display when the system date is on or before the Disaster Processing End Date for the county that has the disaster added into the system.

2.3.2 Select Programs Mockup

Select Programs

Name: homer simpson

<input type="checkbox"/> AAP	<input type="checkbox"/> Adult Protective Services
<input type="checkbox"/> CalFresh	<input type="checkbox"/> Cal-Learn
<input type="checkbox"/> CalWORKs	<input type="checkbox"/> CAPI
<input type="checkbox"/> CFET	<input type="checkbox"/> Child Care
<input type="checkbox"/> Child Protective Services	<input type="checkbox"/> Diversion
<input type="checkbox"/> Disaster CalFresh	<input type="checkbox"/> Foster Care
<input type="checkbox"/> General Assistance/General Relief	<input type="checkbox"/> GROW
<input type="checkbox"/> Homeless - Perm	<input type="checkbox"/> Homeless - Temp
<input type="checkbox"/> Immediate Need	<input type="checkbox"/> In Home Supportive Services (IHSS)
<input type="checkbox"/> IV-D Child Support	<input type="checkbox"/> Kin-GAP
<input type="checkbox"/> LIHP	<input type="checkbox"/> Linkages Adult Services
<input type="checkbox"/> Medi-Cal	<input type="checkbox"/> Multipurpose Senior Services
<input type="checkbox"/> Nutrition Benefit	<input type="checkbox"/> PCSP
<input type="checkbox"/> RCA	<input type="checkbox"/> REP
<input type="checkbox"/> Welfare to Work	

Figure 2.3.1 – Select Programs - Disaster Period

Select Programs

Name: homer simpson

<input type="checkbox"/> AAP	<input type="checkbox"/> Adult Protective Services
<input type="checkbox"/> CalFresh	<input type="checkbox"/> Cal-Learn
<input type="checkbox"/> CalWORKs	<input type="checkbox"/> CAPI
<input type="checkbox"/> CFET	<input type="checkbox"/> Child Care
<input type="checkbox"/> Child Protective Services	<input type="checkbox"/> Diversion
<input type="checkbox"/> Foster Care	<input type="checkbox"/> General Assistance/General Relief
<input type="checkbox"/> GROW	<input type="checkbox"/> Homeless - Perm
<input type="checkbox"/> Homeless - Temp	<input type="checkbox"/> Immediate Need
<input type="checkbox"/> In Home Supportive Services (IHSS)	<input type="checkbox"/> IV-D Child Support
<input type="checkbox"/> Kin-GAP	<input type="checkbox"/> LIHP
<input type="checkbox"/> Linkages Adult Services	<input type="checkbox"/> Medi-Cal
<input type="checkbox"/> Multipurpose Senior Services	<input type="checkbox"/> Nutrition Benefit
<input type="checkbox"/> PCSP	<input type="checkbox"/> RCA
<input type="checkbox"/> REP	<input type="checkbox"/> Welfare to Work

Figure 2.3.2 – Select Programs - Non-Disaster Period

2.3.3 Description of Changes

Add the Program 'Disaster CalFresh' to the Select Programs page. Include logic that will only display 'Disaster CalFresh' when the system date is on or before the Declared Disaster's Processing End Date for the county that has the disaster added into the system.

2.3.4 Page Location

Global: Case Info

Local: New Application

Task:

2.3.5 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.4 New Programs Detail

2.4.1 Overview

The New Programs Detail page allows multiple programs to be created for a new case during the intake flow. Disaster CalFresh is a new program that can be created from this page. The dynamic section and drop down will no longer exist as Disaster CalFresh will now be displayed under Programs. Disaster CalFresh will only display when the system date is on or before the Declared Disaster's Processing End Date for the county that has the disaster added into the system.

2.4.2 New Programs Detail Mockup

New Programs Detail

*- Indicates required fields

Save and Continue

Cancel

Administrative Roles

Primary: * **Date of Application: *** **Source: *** **Language: ***
- Select - - Select - - Select -

Program Information

Name	DOB	Programs	Add/Remove Programs
homer simpson	05/12/1956	Disaster CalFresh	<input type="button" value="Add"/>

Disaster CalFresh

Declared Disaster:	Application Begin Date:	Application End Date:
County Disaster Name ▾	08/01/2020	08/07/2020
	Disaster Period Begin Date:	Disaster Period End Date:
	07/01/2020	07/11/2020

Save and Continue

Cancel

Figure 2.4.1 – New Programs Detail

2.4.3 Description of Changes

1. Allow the creation of the Disaster CalFresh program from the New Programs Detail page and the corresponding Person/Program Applications.
2. Update the Date of Application field and date picker to allow future dates when the Programs field only has the Program 'Disaster CalFresh' in it.
3. Remove the Disaster CalFresh drop down from Program Information section
4. Update the Disaster CalFresh section to display only when the program of 'Disaster CalFresh' is displayed in the Programs column.
5. Update the Beginning Date of Aid logic to use the Disaster Period Begin Date value as the Beginning date of Aid for the application.
6. Update the Primary Applicant and Payee logic to set the Begin Date to be the 1st of the month that the Disaster Period Begin Date is in.

2.4.4 Page Validation

The following validation messages are triggered on the New Programs Detail page:

1. Programs – The Disaster CalFresh program cannot be combined with any other programs.
 - a. Triggered when the 'Save and Continue' button is clicked while the Programs column contain 'Disaster CalFresh' and any other program.
2. Suppress the validation message that would not allow a future dated Date of Application when the Programs field only has the Program 'Disaster CalFresh' in it.
3. Update the existing Disaster CalFresh validation message which verifies that the Application Date is between the Disaster Period Begin Date and the Processing End Date, to be between the Application Begin Date and the Application End Date.

2.4.5 Page Location

Global: Case Info

Local: New Application

Task:

2.4.6 Page Mapping

Update the page mapping for the added and removed fields.

2.4.7 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.5 Programs Detail

2.5.1 Overview

The Programs Detail page is used to add a new program to an existing case. This page has the user select the program then upon pressing the 'Go' button the user is navigated to the New/Reapplication Detail page with the selected program as the Program Type. Disaster CalFresh is a new program that can be selected from this page. Disaster CalFresh will only display when the system date is on or before the Declared Disaster's Processing End Date for the county that has the disaster added into the system.

2.5.2 Program Detail Mockup

Program Detail

*- Indicates required fields

Select Program: *

Figure 2.5.1 – Program Detail

2.5.3 Description of Changes

1. Only allow the Select Program value of 'Disaster CalFresh' to be selectable when the system date is on or before the Declared Disaster's Processing End Date for the county that has the disaster added into the system.

2.5.4 Page Location

Global: Case Info

Local: Case Summary

Task: New Program

2.5.5 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.6 New/Reapplication Detail

2.6.1 Overview

The New/Reapplication Detail page is used to add a new program or reapply to an existing program on a case. The ability to create the Disaster CalFresh program and program/person applications will be added to this page. The dynamic section and drop down will no longer exist as Disaster CalFresh will now be displayed under Program Type.

2.6.2 New/Reapplication Detail Mockup

New / Reapplication Detail

*- Indicates required fields

Save and Return

Cancel

View Date: 08/04/2020	Program Type: Disaster CalFresh				
Disaster CalFresh					
Declared Disaster: County Disaster Name ▾	Application Begin Date: 08/01/2020	Application End Date: 08/07/2020			
	Disaster Period Begin Date: 07/01/2020	Disaster Period End Date: 07/30/2020			
Primary: * - Select - ▾	Application Date: * <input type="text"/>	Requested BDA: * 07/01/2020	Source: * - Select - ▾		
<input type="checkbox"/> Name *	DOB	Role	Role Reason	Status	Status Reason
<input type="checkbox"/> Homer Simpson	05/12/1956				

Save and Return

Cancel

New / Reapplication Detail

*- Indicates required fields

Save and Return

Cancel

View Date: 08/04/2020	Program Type: Disaster CalFresh				
Disaster CalFresh					
Declared Disaster: County Disaster Name ▾	Application Begin Date: 08/01/2020	Application End Date: 08/07/2020			
	Disaster Period Begin Date: 07/01/2020	Disaster Period End Date: 07/30/2020			
Primary: * - Select - ▾	Application Date: * <input type="text"/>	Requested BDA: * 07/01/2020	Source: * - Select - ▾		
<input type="checkbox"/> Name *	DOB	Role	Role Reason	Status	Status Reason
<input type="checkbox"/> Homer Simpson	05/12/1956				

Save and Return

Cancel

Figure 2.6.1 – New / Reapplication Detail

2.6.3 Description of Changes

1. Allow the creation of the Disaster CalFresh program from the New/Reapplication Detail page and the corresponding Person/Program Applications. The creation of this program can occur from the time that the Declared Disaster is added to the system for the county and Ends on the Declared Disaster's Processing End Date.
2. Update the Application Date field and date picker to allow future dates when the Programs field only has the Program Type is set to 'Disaster CalFresh'.
3. Remove the Disaster CalFresh drop down.
4. Update the Disaster CalFresh section to display only when the program is 'Disaster CalFresh'. Move the section to display inside the main table below the Program Type field.
5. Requested BDA – This value will be set to read only for the Disaster CalFresh program. This will be the Disaster Period Begin Date of the selected Declared Disaster.
7. Update the Primary Applicant logic to set the Begin Date to be the 1st of the month that the Disaster Period Begin Date is in.

2.6.4 Page Validation

The following validation messages are triggered on the New/Reapplication Detail page:

1. This page will follow the validation messages used by the CalFresh program in addition to the messages below. Contradicting validation messages will utilize the below criteria.
2. Declared Disaster – This Declared Disaster has already been selected for an existing Disaster CalFresh application.
 - a. Triggered when the Declared Disaster that is selected has been associated to another Disaster CalFresh application on the case.
3. Cancel – The Program Type of 'Disaster CalFresh' cannot be added to a case that has other Program Types on it.
 - a. Triggered when the Program Type is set to 'Disaster CalFresh' and programs other than Disaster CalFresh are exist on the case.
4. Cancel – Only a Program Type of 'Disaster CalFresh' can be added to a case that contains a Disaster CalFresh program on it.
 - a. Triggered when the Program Type is set to a program other than 'Disaster CalFresh' and a Disaster CalFresh program exists on the case.

5. Suppress validation that ensures the Requested BDA cannot be prior to application date for the Disaster CalFresh program.
 - a. Requested BDA - The Beginning Date of Aid cannot be before the Application Date
6. Suppress the validation message that would not allow a future dated Application Date when the Programs Type field has a value of 'Disaster CalFresh'.
7. Update the existing Disaster CalFresh validation message which verifies that the Application Date is between the Disaster Period Begin Date and the Processing End Date, to be between the Application Begin Date and the Application End Date.

2.6.5 Page Location

Global: Case Info

Local: Case Summary

Task: Case Summary

2.6.6 Page Mapping

Update the page mapping for the added fields.

2.6.7 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.7 Application Detail

2.7.1 Overview

The Application Detail page is used to view and edit application information. The Disaster CalFresh Program Applications will be viewable on this page.

2.7.2 Application Detail Mockup

Application Detail

*- Indicates required fields

Save and Return

Cancel

Program Type: Disaster CalFresh	View Application: App #1 - 08/04/2020 <input type="button" value="View"/>	Change Reason: * <input type="text"/>
---	---	---

Program Application Information					
App #:	Application Type:	Source: *	Inter-County Transfer:	Application Date: *	Application Status:
1	New Application	In Person	No	08/03/2020 <input type="text"/>	Pending

Disaster CalFresh		
Declared Disaster: County Disaster Name	Application Begin Date: 08/01/2020	Application End Date: 08/07/2020
	Disaster Period Begin Date: 07/01/2020	Disaster Period End Date: 07/30/2020

Person Information			
Name	DOB	Application Date *	Beginning Date of Aid *
Homer Jay Simpson	05/12/1956	08/03/2020 <input type="text"/>	07/01/2020

Save and Return

Cancel

Figure 2.7.1 – Application Detail

2.7.3 Description of Changes

1. Update the Application Detail page to allow the display and editability of the Disaster CalFresh program and person applications.
2. Update the Disaster CalFresh section to display when the Program Type is 'Disaster CalFresh' in addition to existing CalFresh Applications that were set as Disaster Applications.
3. Beginning Date of Aid – This field will be read only for the Disaster CalFresh program.

2.7.4 Page Validation

The following validation messages are triggered on the Application Detail page:

1. This page will follow the validation messages used by the CalFresh program in addition to the messages below. Contradicting validation messages will utilize the below criteria.
2. Remove the validation message which prevents users from saving when a program, or person level, 'Application Date' is future dated for the Disaster CalFresh program.
3. Suppress the validation that ensures that the Beginning Date of Aid cannot be prior to application date for the Disaster CalFresh program.
4. Update the existing Disaster CalFresh validation message which verifies that the Application Date is between the Disaster Period Begin Date and the Processing End Date, to be between the Application Begin Date and the Application End Date.

2.7.5 Page Location

Global: Case Info

Local: Case Summary

Task: Case Summary

2.7.6 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.8 Rescind Detail

2.8.1 Overview

The Rescind Detail page allows a worker to reopen a closed program effective the closure date. The Disaster CalFresh program will have the ability to be rescinded.

2.8.2 Rescind Detail Mockup

Rescind Detail

*- Indicates required fields

Save and Return

Cancel

View Date:

08/04/2020

Program Type:

Disaster CalFresh

Program Application Date:

08/03/2020

Rescind Reason: *

- Select -

Select Effective Date to Rescind *

Effective Date: 07/01/2020

Name	DOB	Role	Role Reason	Application Date	Status	End Date
homer simpson	05/12/1956	MEM		08/03/2020		

Save and Return

Cancel

Figure 2.8.1 – Rescind Detail

2.8.3 Description of Changes

1. Update the Rescind Detail page to allow a Denied Disaster CalFresh program to be rescinded. Only display results on this page that are tied to applications that have a status of Denied. This change is only for rescinding a Disaster CalFresh program.
2. The Rescind Reasons will be the following:
 - a. Rescind Reasons:
 - i. Denied:
 1. Appeal
 2. Erroneous Disc/Deny
 3. Rescind Disc/Deny
 4. Admin Decision

2.8.4 Page Validation

The following validation messages are triggered on the Rescind Detail page:

1. This page will follow the validation messages used by the CalFresh Program.

2.8.5 Page Location

Global: Case Info

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Local: Case Summary

Task: Case Summary

2.8.6 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.9 Disaster CalFresh Person Detail

2.9.1 Overview

The Disaster CalFresh Person Detail page is used to display the person application information based on the person application which has a status as of the Date field from the previous page (Disaster CalFresh Detail).

2.9.2 Disaster CalFresh Person Detail Mockup

Disaster CalFresh Person Detail

*- Indicates required fields

Save and Return

Cancel

Recipient Information

Name: *

simpson, homer 63M

Application Detail

Application Date: *

08/03/2020

Beginning Date Of Aid: *

07/01/2020

Edit

Save and Return

Cancel

Figure 2.9.1 – Disaster CalFresh Person Detail – View Mode

Disaster CalFresh Person Detail

*- Indicates required fields

Save and Return

Cancel

Recipient Information

Name: *

- Select -
Simpson, Marjorie 63F

Application Detail

Application Date: *



Beginning Date Of Aid: *

07/01/2020

Save and Return

Cancel

Figure 2.9.2 – Disaster CalFresh Person Detail – Add mode

2.9.3 Description of Changes

This is an existing page that is utilized by all programs. The dynamic title will be altered to be 'Disaster CalFresh Person Detail' when navigating to this page from the Disaster CalFresh Detail page.

Update the Beginning Date of Aid to be set to the Disaster Period Begin Date for the Declared Disaster that is associated to the Program Application. This will be a read only value. This change is only for the Disaster CalFresh program.

2.9.4 Page Location

Global: Case Info

Local: Case Summary

Task: Case Summary

2.9.5 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.10 Disaster CalFresh Person History

2.10.1 Overview

The Disaster CalFresh Person History page is used to display the history for the person on the Disaster CalFresh program.

2.10.2 Disaster CalFresh Person History Mockup

Disaster CalFresh Person History

[Close](#)

Name	SSN	DOB
Simpson, Homer 63M	555-55-5555	05/12/1956

Person Application History				
App #	App Date	Beginning Date of Aid	Action	Action Date
1	08/03/2020	07/01/2020	Discontinued	08/03/2020

Person Detail History						
App #	Role	Role Reason	Status	Status Reason	Begin Month	End Month
1	MEM		Discontinued	End Of Disaster Period	08/2020	
1	MEM		Active		07/2020	07/2020

[Close](#)

Figure 2.10.1 – Disaster CalFresh Person History

2.10.3 Description of Changes

This is an existing page that is utilized by all programs. The dynamic title will be altered to be 'Disaster CalFresh Person History' when navigating to this page from the Disaster CalFresh program section on the Case Summary page.

2.10.4 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.11 Disaster CalFresh History

2.11.1 Overview

The Disaster CalFresh History page is used to display the history of the Disaster CalFresh program.

2.11.2 Page Location

Global: Case Info

Local: Case Summary

2.11.3 Disaster CalFresh History Mockup

Disaster CalFresh History

[Close](#)

Program Application History				
App #	App Date	Application Type	Action	Action Date
1	08/03/2020	New Application	Discontinued	08/03/2020

Program Detail History						
App #	Role	Role Reason	Status	Status Reason	Begin Month	End Month
1	MEM		Discontinued	End Of Disaster Period	08/2020	
1	MEM		Active		07/2020	07/2020

Worker History		
Worker ID	Begin Month	End Month
36LS009200	07/2020	

[Close](#)

Figure 2.11.1 – Disaster CalFresh History

2.11.4 Description of Changes

This is an existing page that is utilized by all programs. The dynamic title will be altered to be 'Disaster CalFresh History' when navigating to this page from the Program Detail page. Additionally, the Program Re-Evaluation History section will not appear in the same scenario.

2.11.5 Page Location

Global: Case Info

Local: Case Summary

Task: Case Summary

2.11.6 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.12 Position Detail

2.12.1 Overview

The Position Detail page is used to Display information regarding the Position. The Disaster CalFresh program will be added in the program section.

2.12.2 Position Detail Mockup

Program(s)		
<input type="checkbox"/> AAP	<input type="checkbox"/> CAPI	<input type="checkbox"/> CFET
<input type="checkbox"/> Cal-Learn	<input type="checkbox"/> CalFresh	<input type="checkbox"/> CalWORKs
<input type="checkbox"/> Child Care	<input type="checkbox"/> Diversion	<input type="checkbox"/> Disaster CalFresh
<input type="checkbox"/> Foster Care	<input type="checkbox"/> GROW	<input type="checkbox"/> General Assistance/General Relief
<input type="checkbox"/> Homeless - Perm	<input type="checkbox"/> Homeless - Temp	<input type="checkbox"/> Immediate Need
<input type="checkbox"/> Kin-GAP	<input type="checkbox"/> Medi-Cal	<input type="checkbox"/> Nutrition Benefit
<input type="checkbox"/> RCA	<input type="checkbox"/> REP	<input type="checkbox"/> Welfare to Work

Figure 2.12.1 – Position Detail

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2.12.3 Description of Changes

Add the Disaster CalFresh program option to the Program(s) section on the Position Detail page.

2.12.4 Page Location

Global: Admin Tools

Local: Office Admin

Task: Position

2.12.5 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.13 Administrative Role Detail

2.13.1 Overview

The Administrative Role Detail page is used to specify the roles which specific case members have for a program and the time period they are responsible for those roles.

2.13.2 Description of Changes

Update the Administrative Roles Detail page to have the following Administrative Roles for Disaster CalFresh:

- a. Additional Correspondence Recipient
- b. Payee
- c. Primary Applicant/Recipient

2.13.3 Page Location

Global: Case Info

Local: Case Summary

Task:

2.13.4 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

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2.14 Disaster CalFresh Program Functionality

2.14.1 Overview

Programs that are in the application have a wide range of uses. The Disaster CalFresh Program will require specific details set to allow for additional functionality

2.14.2 Description of Change

See the table below for a listing of settings in the application for the Disaster CalFresh Program.

Functionality	Description	Value
Program Code	Indicates whether the program is managed by CalSAWS/C-IV	Y
Other Assistance Program Code	Indicates whether the Program will be selectable on the Other Assistance Program page. This is currently not utilized but will be set for future usage.	N
Considered Public Assistance	Indicates whether a person who is an active member on this program will be considered to be receiving Public Assistance.	N
CalFresh Count in Allotment	Indicates whether the benefit amount of this program, as specified on the OPA page or determined by EDBC, will be counted as income for the person if they are	N

	included in a CalFresh budget.	
Multiple Programs Allowed	Indicates whether more than one of this program type will be allowed per case.	Y
Organization as Payee	Indicates whether the Payee can be an Organization Resource from the RDB	N
Intake Programs	Indicates whether the Program Status is Pending when initially added to a Case. Additional input (intake) is required to determine Active status	Y
Report Inter-County Transfer	Indicates whether ICT applies to the Program.	N
Eligibility EDBC Indicator	Indicates whether the user can run an automated EDBC for this program	Y
NOA Benefit Type	The text used for NOA variables when referring to the benefits for that program,	Disaster CalFresh
Intake Redetermination Flag	Not currently utilized.	N
Manual EDBC Indicator	Indicates whether the user can perform Manual EDBC for the program	Y
Redetermination Indicator	Indicates whether the program will be assigned an RE period.	N
Recovery Account Indicator	Indicates whether a Recovery account can be created for this program	Y

Allow Service Arrangement	Indicates whether a Service Arrangements will be allowed to be created for this program.	N
Un-Reimbursed Assistance Program Codes	Indicates whether Program issuances will be counted as part of the Un-Reimbursed Assistance Pool.	N
SIU Referred Program	Indicates whether the Program will be selectable on the Special Investigation Detail page	Y
RA Uncollectible Status	Indicates whether Recovery Account status for this program can be set as Uncollectible	N
Is Application Considered	Indicates whether the Program will display "Beginning Date of Aid", rather than "Program Starts on" on Case Summary and Program Detail pages.	Y
C4Yourself	Indicates whether the Program will be available in C4Yourself for applying or viewing benefit information	N
Managed Applications	Indicates whether the Program will allow reapplications and be tracked with application events.	Y
EICT Programs	Indicates whether the Program will be included in eICT interface	N
Reception Log Program Codes	Indicates whether the Program will be available	DC

	to be selected on the Reception Log. The Program Code is used.	
RCC Programs	Indicates whether the Program will be available for region call centers	N
Call Log Program Codes	Indicates whether the Program will be available for Call Log tracking. The Program Name is used.	Disaster CalFresh
Case Flag Programs (LRS/CalSAWS Only)	Indicates whether Case flags are allowed for this program	Y
Receipt Programs (LRS/CalSAWS Only)	Indicates whether the program is shown in the Receipts page	Y
Program Hierarchy (LRS/CalSAWS Only)	Indicates where the program will be displayed on the Case Summary page	After NB
Change Reason Program (LRS/CalSAWS Only)	Indicates if the Program will apply change reason information from data collection pages	N
Distinguish between DCFS and DPSS Programs (LRS/CalSAWS Only)	Indicates whether program is part of DCFS or DPSS	DPSS
Pending Authorization Days to Complete (LRS/CalSAWS Only)	Indicates the task due date for pending authorizations	5
Program Code to Display (LRS/CalSAWS Only)	Abbreviated form of the program type	DC
EBT Stagger Program (LRS/CalSAWS Only)	Indicates whether the monthly benefit to be distributed based on case number	N

Authorized Representatives	Indicates whether an Authorized Representative is an allowed admin role.	Y
----------------------------	--	---

2.15 Workload Reassignment Detail

2.15.1 Overview

The Workload Reassignment Detail page is used to assign/reassign programs to new workers. The Disaster CalFresh program will be able to be reassigned.

2.15.2 Description of Changes

The Disaster CalFresh program will be available to be reassigned on this page.

2.15.3 Page Location

Global: Admin Tools

Local: Workload Assignment

Task: Workload Reassignment

2.15.4 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.16 Pending Assignment List

2.16.1 Overview

The Pending Assignment List page is used to assign pending programs to new workers. The Disaster CalFresh program will be able to be assigned to a worker.

2.16.2 Description of Changes

The Disaster CalFresh program will be available to be assigned on this page.

2.16.3 Page Location

Global: Case Info

Local: Worker Assignment

Task:

2.16.4 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

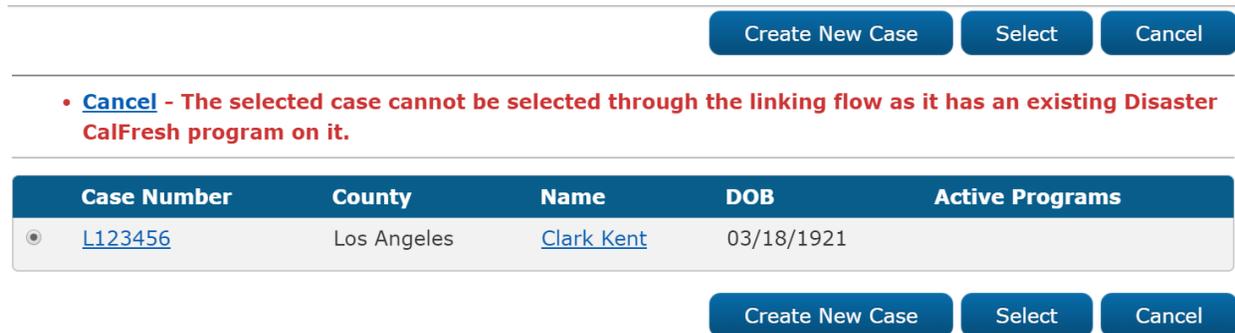
2.17 Previous Case List

2.17.1 Overview

The Previous Case List is used when linking applications to existing cases for the purpose of reactivating the case or people on the case. This page will restrict the ability to link to a case with a Disaster CalFresh program on it.

2.17.2 Previous Case List

Previous Case List



• **Cancel** - The selected case cannot be selected through the linking flow as it has an existing Disaster CalFresh program on it.

Case Number	County	Name	DOB	Active Programs
<input checked="" type="radio"/> L123456	Los Angeles	Clark Kent	03/18/1921	

Figure 2.17.1 – Previous Case List

2.17.3 Description of Changes

N/A

2.17.4 Page Validation

The following validation messages are triggered on the Previous Case List page:

1. Cancel – The selected case cannot be selected through the linking flow as it has an existing Disaster CalFresh program on it.

2.17.5 Page Location

Global: There are various linking flows that call this page

Local:

Task:

2.17.6 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.18 Household Income Resources Expenses List

2.18.1 Overview

The Household Income Resources Expenses List page is used to display Income, Cash Resources, and Expenses during a disaster period.

2.18.2 Household Income Resources Expenses List Mockup

Household Income Resources Expenses List

*- Indicates required fields

Search Results Summary
Results 1 - 1 of 1

Display
From: To: View

■	Declared Disaster	Disaster Period Begin Date	Disaster Period End Date	Income	Cash Resources	Disaster Related Expenses	
☐	Disaster Name	07/01/2020	08/03/2020	500.00	40.00	50.00	Edit View History

Remove
Declared Disaster: *
Add

Figure 2.18.1 – Household Income Resources Expenses List

Household Income Resources Expenses List

*- Indicates required fields

Display
From: To: View

Declared Disaster	Disaster Period Begin Date	Disaster Period End Date	Income	Cash Resources	Disaster Related Expenses
No Data Found					

Declared Disaster: *
Add

Figure 2.18.2 – Household Income Resources Expense no results returned

2.18.3 Description of Changes

- 1) Display From – Household Income Resources Expenses records with a Disaster Period End Date equal to or after this date will be returned in the search results. This will be in 'mm/dd/yyyy' format.

- 2) To – Household Income Resources Expenses records with a Disaster Period Begin Date equal to or before this date will be returned in the search results. This will be in 'mm/dd/yyyy' format.
- 3) View button – Executes a search for Household Income Resources Expenses records matching the specified filter criteria. If no filters are specified, it will pull back all records. If a filter is blank, the filter will be ignored when returning the results.
- 4) Search Results Summary Section – This will be displayed when there is at least one Household Income Resources Expenses record found. The results will be paginated with 25 results per page.
- 5) Check box – The check box will be used to mark Household Income Resources Expenses records to be removed. The check box will only be visible when the user has the 'HouseholdIncomeResourcesExpensesListRemove' security right.
- 6) Declared Disaster – This is the Disaster which is associated for the Household Income Resources Expenses record. This will be sortable in alphabetical order. The default search results when the page is navigated to from the Task Nav Item will display all records. This will be a hyperlink to the Household Income Resources Expenses Detail page if the user has the 'HouseholdIncomeResourcesExpensesDetailView' security right.
- 7) Disaster Period Begin Date – The Begin Date for the Declared Disaster. This will be sortable in chronological order and will be in 'mm/dd/yyyy' format. This will be the default sorting when the page is navigated to from the task nav or when pressing the 'View' button and will be sorted in descending order.
- 8) Disaster Period End Date – The End Date for the Declared Disaster. This will be sortable in chronological order and will be in 'mm/dd/yyyy' format.
- 9) Income – This is the Income from the Household Income Resources Expenses record. This will be in 'xx,xxx,xxx.xx' format. If there is no Income, the value will be blank. This will be sortable in numeric order.
- 10) Cash Resources – This is the sum of the Cash Resources from the Household Income Resources Expenses record. This will be in 'xx,xxx,xxx.xx' format. If there are no Cash Resources, the value will be blank. This will be sortable in numeric order.

11) Disaster Related Expenses – This is the sum of the Disaster Related Expenses from the Household Income Resources Expenses record. This will be in 'xx,xxx,xxx.xx' format. If there are no Disaster Related Expenses, the value will be blank. This will be sortable in numeric order.

12) Edit Button – This button will navigate the user to the Household Income Resources Expenses Detail page in Edit mode for the record. The security right of 'HouseholdIncomeResourcesExpensesDetailEdit' is required to view this button.

13) View History Button – This button will navigate the user to the Transaction History Detail page for the record. The security right of 'HouseholdIncomeResourcesExpensesDetailEdit' is required to view this button.

14) Remove button – This button will remove all the Household Income Resources Expenses records that have marked check boxes from the system. This button will only display if there are existing Household Income Resources Expenses records with check boxes. The security right of 'HouseholdIncomeResourcesExpensesListRemove' is required to view this button.

When a record is removed, create a Journal entry to document the removal.

Journal Category: Eligibility

Journal Type: Narrative

Short Description: Household Income Resources Expenses List Removed

Long Description:

Household Income Resources Expenses List data was removed for <Worker Name>.

Declared Disaster: <Declared Disaster>

Disaster Period Income: <Disaster Period Income>

Income Sources: <Income Sources>

Cash on Hand: <Cash on Hand>

Savings Accounts: <Savings Accounts>

Checking Accounts: <Checking Accounts>

Other: <Other>

Expense Type: <Expense Type>

Amount: <Amount>

Employed by County:<Employed by County>

Note: Additional Expense Type and Amount fields will display for all the Expense Type and Amount records that are recorded on the Household

Income Resources Expenses record. The Employed by County field will appear after all Expense Type and Amount fields.

15) Declared Disaster – This dropdown will display all the Declared Disasters that are associated to Program Applications on the case.

16) Add button – This button will lead the user to the Household Income Resources Expenses Detail page in Create mode. This button will only be viewable by users with the security right of 'HouseholdIncomeResourcesExpensesDetailEdit'.

2.18.4 Page Validation

The following validations will be triggered on the Household Income Resources Expenses List page:

1. Declared Disaster– Field is required. Please enter a value.
 - a. Triggered when the Add button is pressed and there is no selection in the Declared Disaster dropdown.
2. Declared Disaster – A Household Income Resources Expenses record already exists for this disaster.
 - a. Triggered when the Add button is pressed and the value in the Declared Disaster dropdown is already used for an existing Household Income Resources Expenses record.
3. Add a page validation to display when the View button is clicked with the To field populated by a date prior to the date in the Display From field.
 - a. To – To date must be on or after From date.

2.18.5 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Household Income Resources Expenses**

Note: This task nav item will be in a Disaster CalFresh section directly under the Financial task nav section. This section will only appear when there is a Disaster CalFresh program on the case. The Security Right of 'HouseholdIncomeResourcesExpensesListView' is required to display the section and the task nav item.

2.18.6 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
HouseholdIncomeResourcesExpensesDetailEdit	The ability to create/edit a Household Income Resources Expenses record.	Household Income Resources Expenses Detail Edit
HouseholdIncomeResourcesExpensesListRemove	Remove ability on the Household Income Resources Expenses List Page.	Household Income Resources Expenses List Remove
HouseholdIncomeResourcesExpensesListView	The ability to navigate to the Household Income Resources Expenses List.	Household Income Resources Expenses List View
HouseholdIncomeResourcesExpensesDetailView	The ability to view a Household Income Resources Expenses record.	Household Income Resources Expenses Detail View, Household Income Resources Expenses Detail Edit

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Household Income Resources Expenses Detail Edit	Gives the user the ability to create/edit a Household Income Resources Expenses record.	Eligibility Staff, Eligibility Supervisor
Household Income Resources Expenses List Remove	Gives the user the ability to remove a Household Income Resources Expenses record.	Eligibility Staff, Eligibility Supervisor
Household Income Resources Expenses List View	Gives the user the ability to view the Household Income Resources Expenses List page.	Eligibility Staff, Eligibility Supervisor

Household Income Resources Expenses Detail View	Gives the user the ability to view a Household Income Resources Expenses record.	Eligibility Staff, Eligibility Supervisor
---	--	---

2.18.7 Page Mapping

Add page mapping for all fields on this page.

2.18.8 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.19 Household Income Resources Expenses Detail

2.19.1 Overview

The Household Income Resources Expenses Detail page is used to record the income, Cash Resources on hand and disaster related expenses as depicted in the CF385 document.

2.19.2 Household Income Resources Expenses Detail Mockup

Household Income Resources Expenses Detail

Edit Close

Disaster CalFresh			
Declared Disaster:	Application Begin Date:	Application End Date:	
County Disaster Name	08/01/2020	08/07/2020	
	Disaster Period Begin Date:	Disaster Period End Date:	
	07/01/2020	07/30/2020	

Income	
Disaster Period Income:	Income Sources:
1,000.00	Work

Cash Resources			
Cash on Hand:	Savings Accounts:	Checking Accounts:	Other:
120.00	600.00	200.00	87.00

Disaster Related Expenses	
Expense Type	Amount
Temporary Shelter Expense	500.00
Evacuation Expense	300.00

Employed by County:
No

Edit Close

Figure 2.19.1 – Household Income Resource Expense Detail – View Mode

Household Income Resources Expenses Detail

Disaster CalFresh

Declared Disaster:	Application Begin Date:	Application End Date:
County Disaster Name	08/01/2020	08/07/2020
	Disaster Period Begin Date:	Disaster Period End Date:
	07/01/2020	07/30/2020

Income

Disaster Period Income:

Income Sources:

Cash Resources

Cash on Hand:	Savings Accounts:	Checking Accounts:	Other:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Disaster Related Expenses

Expense Type	Amount
<input type="checkbox"/> Temporary Shelter Expense	500.00
<input type="checkbox"/> Evacuation Expense	300.00
<input type="checkbox"/> <input type="text" value="Property Repair Expense"/>	<input type="text"/>

Employed by County:

Figure 2.19.2 – Household Income Resource Expense Detail – Edit Mode

Household Income Resources Expenses Detail

Disaster CalFresh

Declared Disaster:	Application Begin Date:	Application End Date:
County Disaster Name	08/01/2020	08/07/2020
	Disaster Period Begin Date:	Disaster Period End Date:
	07/01/2020	07/30/2020

Income

Disaster Period Income:	Income Sources:
<input type="text"/>	<input type="text"/>

Cash Resources

Cash on Hand:	Savings Accounts:	Checking Accounts:	Other:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Disaster Related Expenses

Expense Type	Amount	
<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>
<input type="button" value="Remove"/>		

Employed by County:

Figure 2.19.3 – Household Income Resource Expense Detail – Create Mode

2.19.3 Description of Changes

- 1) Edit Button – Clicking the Edit button reloads the page in Edit mode. The security right of 'HouseholdIncomeResourcesExpensesDetailEdit' is required to view this button. This button only displays in View mode.
- 2) Close Button – Clicking the Close button navigates to the Household Income Resources Expenses List page, where the previous search results will display. This button only displays in View mode.

- 3) Save and Return Button – Clicking the Save and Return button updates the Household Income Resources Expenses record and navigates back to the Household Income Resources Expenses List page. This button displays in Create and Edit modes. When saving a record, the transactional history for the record will be updated.
- 4) Cancel Button – Clicking the Cancel button discards any changes made to the Household Income Resources Expenses record and navigates to the Household Income Resources Expenses List page, where the previous search results will display. This button displays in Create and Edit modes.
- 5) Disaster CalFresh section – This section displays the information for the Declared Disaster.
 - a. Declared Disaster – The name of the Declared Disaster.
 - b. Application Begin Date – The earliest date that applications for the Declared Disaster can be set to.
 - c. Application End Date – The latest date that applications for the Declared Disaster can be set to.
 - d. Disaster Period Begin Date – The beginning date of the Declared Disaster period.
 - e. Disaster Period End Date – The ending date of the Declared Disaster period.
- 6) Income section – This section displays income information for the Declared Disaster.
 - a. Disaster Period Income – Sum of income for all member of household affected by the Declared Disaster. This will be in 'xx,xxx,xxx.xx' format and can't be negative.
 - b. Income Sources - Source(s) of the income amount in the Disaster Period Income field. This will have a maximum character amount of 2000. This will be a text area.
- 7) Cash Resources section – This section displays Cash Resource information for the Declared Disaster.
 - a. Cash on Hand – Sum of cash on hand for all member of household affected by the Declared Disaster. This will be in 'xx,xxx,xxx.xx' format and can't be negative.
 - b. Savings Accounts – Sum of cash in savings accounts for all members in household affected by the Declared Disaster. This will be in 'xx,xxx,xxx.xx' format and can't be negative.

- c. Checking Accounts – Sum of cash in checking accounts for all members in household affected by the Declared Disaster. This will be in 'xx,xxx,xxx.xx' format and can't be negative.
 - d. Other - Sum of miscellaneous cash resources for all members in household affected by the Declared Disaster. This will be in 'xx,xxx,xxx.xx' format and can't be negative.
- 8) Disaster Related Expenses section – This section displays Disaster Related Expense information for the Declared Disaster.
- a. Check Box - This will be used to determine which Expense Types to be removed. Once an Expense Type has been added to the list and it is display only, check boxes will be available to all rows.
 - b. Expense Type – This is a list of Disaster Related Expense Types.
 - i. Clean-up Expense
 - ii. Damaged Vehicle Expense
 - iii. Essentials Replacements Expense
 - iv. Evacuation Expense
 - v. Funeral Expense
 - vi. Heating Source Fuel Expense
 - vii. Home Protection Expense
 - viii. Personal Injury Expense
 - ix. Pet Boarding Fees
 - x. Property Repair Expense
 - xi. Storage Expense
 - xii. Temporary Shelter Expense
 - c. Amount – Total Amount of the Expense. This will be in 'xx,xxx,xxx.xx' format and can't be negative.
 - d. Add button - Clicking this button will add the Expense Type and Amount to the current row as read only and add an additional row containing a new Expense Type dropdown, Amount field and Add Button. When clicking the add button and both the Expense Type and Amount are blank, no action will be taken.
 - e. Remove button - This button will not be displayed when there are no checkboxes to be selected. When the Remove Button is clicked it will remove all the rows that have marked checkboxes from the Household Income Resources Expenses Detail record. When no checkbox is selected and this button is clicked, no action will be taken. This button will only be displayed in Create and Edit modes. The removal of the records will only be finalized when the Save and Return button is pressed. Prior to that removed records will be hidden from the user.
- 9) Employed by County – This field will capture if anyone in the household is employed by the county. The options for this dropdown are:
- a. No

b. Yes

This will be defaulted to 'No' when the page is in Create mode.

2.19.4 Page Validation

The following validations will be triggered on the Household Income Resources Expenses Detail page:

4. **Amount** – Amount is required for the selected Expense Type.
 - a. Triggered when the Save and Return button or the Add button is clicked and the Expense Type is populated but the Amount field in the same row is empty.
5. **Expense Type** – Expense Type is required for the entered Amount.
 - a. Triggered when the Save and Return button or the Add button is clicked and Amount is populated but the Expense Type field in the same row is empty.

2.19.5 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Household Income Resources Expenses**

Note: This task nav item will be in a Disaster CalFresh section directly under the Financial task nav section. This section will only appear when there is a Disaster CalFresh program on the case. The Security Right of 'HouseholdIncomeResourcesExpensesListView' is required to display the section and the task nav item.

2.19.6 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
HouseholdIncomeResourcesExpensesDetailEdit	The Ability to create/edit a Household Income Resources	Household Income Resources Expenses Detail Edit

Security Right	Right Description	Right to Group Mapping
	Expenses record.	
HouseholdIncomeResourcesExpensesDetailView	The Ability to view a Household Income Resources Expenses record.	Household Income Resources Expenses Detail View, Household Income Resources Expenses Detail Edit

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Household Income Resources Expenses Detail Edit	Gives the user the ability to create/edit a record on the Household Income Resources Expenses Detail Page.	Eligibility Staff, Eligibility Supervisor
Household Income Resources Expenses Detail View	Gives the user the ability to view a record on the Household Income Resources Expenses Detail Page.	Eligibility Staff, Eligibility Supervisor

2.19.7 Page Mapping

Add page mapping for all fields on this page.

2.19.8 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts.

2.20 Other Program Assistance Detail

2.20.1 Overview

The Other Program Assistance Detail page allows workers to collect information regarding assistance they receive outside of the programs supported in the application. When the user chooses the Assistance Type of Disaster CalFresh, information regarding their Disaster CalFresh program will also be gathered.

2.20.2 Other Program Assistance Detail Mockup

Other Program Assistance Detail

*- Indicates required fields

Save and Add Another Save and Return Cancel

Name: *
simpson, homer 63M

Retrieve Information

Type of Assistance: * Disaster CalFresh **Amount or Value of Services:**

State: CA **County: *** Los Angeles

Aid Code:

Begin Date: * **End Date:**

Is this record for a child who lived with his/her parent(s)?:
- Select -

Verified: * Pending View

Save and Add Another Save and Return Cancel

Figure 2.21.1 – Other Program Assistance Detail

2.20.3 Description of Changes

1. The value of 'Disaster CalFresh' will be added as an option to the Type of Assistance field. The fields on the page will be the same as the fields on the page when the Type of Assistance field is set to 'CalFresh'.

2.20.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Other Prog. Assist.

2.21 Eligibility Workload Inventory

2.21.1 Overview

The Eligibility Workload Inventory page is used as a program list for a worker to view programs that they are responsible for in one location. The Disaster CalFresh program will be added to this page

2.21.2 Eligibility Workload Inventory Mockup

Eligibility Workload Inventory

* - Indicates required fields

Worker ID:	Assignment Type:	Display Workload: *	Status Effective Date: *
36LS009200 <input type="button" value="Select"/>	Primary ▼	07/01/2020	09/01/2020

Results per Page: 100 ▼

Search Results Summary		Results 1 - 8 of 8	
Total Assignments			
Cases	1		
Programs	1		

Case Number	Primary	Program	Status	Application Date	Auth Date	RE Date	CFS
2675398	Simpson, Homer	DCF	Pending	08/03/2020			

Figure 2.21.1 – Eligibility Workload Inventory

2.21.3 Description of Change

1. Add the program Disaster CalFresh to the Eligibility Workload Inventory page so it returns with the results
2. When a Disaster CalFresh program is retrieved, display 'DCF' in the Program column.

2.21.4 Page Location

- **Global: Eligibility**
- **Local: Workload Inventory**
- **Task: Workload Inventory**

2.21.5 Page Mapping

No expected impacts to page usage or data volume impacts.

2.22 Run EDBC, Negative Action, and Create Manual EDBC Page

2.22.1 Overview

The run EDBC and negative action pages are used to process EDBC for different programs. Name/Identity is the only required verification for DCF program. DCF EDBC will be a one month EDBC run for the begin month of disaster benefit period only.

2.22.2 Description of Changes

1. Soft validations on run EDBC page:
 - a. Name/Identity verification is the only required verification for Disaster CalFresh and would be treated as follows
 - i. When name/identity verification is 'Pending' during run EDBC the following validation message will be given
Message:
The following verification(s) have not been received:

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- {Person Name}
 - Name/Identity

Trigger: Name/Identity verification is 'Pending'

- ii. When Name/Identity verification is 'Refused' then the following validation message will be given

Message:

The following verification(s) have been refused.

- {Person Name}
 - Name/Identity

Trigger: Name/Identity verification is 'Refused'

2. Hard validation stops the user from processing the EDBC for Disaster CalFresh Program:

- a. Add a new hard validation on Run EDBC and negative action page when EDBC is being run for any month but the first month of the disaster period. This validation will be thrown upon selecting the begin or end month on the Run EDBC page or Benefit month on Negative action page.

Message:

Disaster CalFresh is a one-month EDBC run for the disaster period begin month.

Trigger: when any of the following conditions are satisfied for a specific disaster

- i. EDBC begin month is not the same as disaster period begin month
- ii. EDBC end month is not the same as EDBC begin month
Note: on Negative Action page end month is not selectable. End month check does not apply on this page

- b. Add a hard validation on Run EDBC and negative action page when the user navigates to run EDBC and the system date is not between disaster period application begin date and processing period end date. The message will display the disaster associated to the program related information.

Message:

{Program} EDBC can only be processed from {Application Begin Date} to {Processing End Date}

Trigger: when any of the following conditions are satisfied for a specific disaster

- i. System date is before the disaster period application begin date

- ii. System date is after the disaster period processing end date
 - c. Add the existing hard validation on Run EDBC, Negative Action, and Create Manual EDBC pages that prevents the user from running EDBC when there is no worker assigned to the program for the benefit month
 - d. Add the existing hard validation on Run EDBC, Negative Action, and Create Manual EDBC pages that prevents the user from running EDBC when Administrative roles (Primary applicant or payee) information is missing for the program for the benefit month
3. Timely notice exception does not apply to Disaster CalFresh program

2.22.3 Programs Impacted

DCF

2.22.4 Performance Impacts

None

2.23 Disaster CalFresh EDBC Summary Page

2.23.1 Overview

A new Disaster CalFresh EDBC summary page will be added to the system. Disaster CalFresh EDBC summary page will provide 'EDBC Information', 'Regular Program Configuration', 'Disaster Gross Income Limit Test', and 'Allotment'.

2.23.2 Disaster CalFresh EDBC summary Mockup

Disaster CalFresh EDBC Summary

*- Indicates required fields

Begin Month	End Month	Run Date	Run Status	Accepted By
01/2020	01/2020	03/20/2020	Not Accepted	Sridhar Mullapudi

EDBC Information

Non Reporting

Reporting Type Reason: Disaster CalFresh

Type: Regular

Regular Program Configuration

System Determination

EDBC Source: Online EDBC Rules

Aid Code: 09 - CalFresh

Program Status: Active

Note: Overridden rows are in bold.

Name	DOB	Role	Role Reason	Status	Status Reason
Parent, DCF	11/12/1990	MEM		Active	
Child, DCF	11/12/2010	MEM		Active	

Reporting Configuration

Name	Adult/Child	Claiming
Parent, DCF	Adult	Federal
Child, DCF	Child	Federal

Restaurant Meals: Yes

Figure 2.23.1 Disaster CalFresh EDBC summary - Active

Disaster Gross Income Limit Test	Regular
Net Income	\$ 1,000.00
Accessible Liquid Resources	+ 1,500.00
Disaster Related Expenses	- 500.00
Total Disaster Gross Income	= 2,000.00
Household Size	2
Disaster Gross Income Limit	\$ 2,088.00
Result	Pass

Figure 2.23.2 Income test using DGIL option

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Disaster Gross Income Limit Test		Regular
Net Income	\$	1,000.00
Accessible Liquid Resources	+	<u>1,500.00</u>
Disaster Related Expenses	-	<u>0.00</u>
Total Disaster Gross Income	=	2,500.00
Household Size		<u>2</u>
Disaster Gross Income Limit	\$	3,281.00
Result		Pass

Figure 2.23.3 Income test using DSED option

Allotment		Regular
Final Allotment	\$	353.00
Overridden Allotment	\$	
		Override Allotment
Previous Potential Benefit Allotment	-	<u>0.00</u>
Authorized Amount	=	353.00

Delivery Method: *
Immediacy Indicator: *
Issuance Method:

Figure 2.23.4 Disaster CalFresh EDBC summary – Allotment section

Disaster CalFresh EDBC Summary

*- Indicates required fields

Begin Month	End Month	Run Date	Run Status	Accepted By
01/2020	01/2020	03/20/2020	Not Accepted	Sridhar Mullapudi

EDBC Information

Reporting Type Reason:
Type: Regular

Program Configuration

System Determination
EDBC Source: Online EDBC Rules
Program Status: Denied
Program Type: Regular
Program Status Reason: No Appl - Req Person
Note: Overridden rows are in bold.

Name	DOB	Role	Role Reason	Status	Status Reason
Parent, DCF	11/12/1990	MEM		Denied	On Aid Another Case
Child, DCF	11/12/2010	MEM		Denied	No Appl - Req Person

Reporting Configuration

Name	Adult/Child	Claiming
No Data Found		

Allotment	Budget Amount
Potential Benefit	\$ 0.00
Previous Potential Benefit Allotment	\$ 0.00
Authorized Amount	\$ 0.00

Figure 2.23.5 – Disaster CalFresh EDBC Summary - Denied

2.23.3 Description of Changes

1. EDBC Information Section
 - a. Disaster CalFresh will display '**Non Reporting**'. Disaster CalFresh has no reporting period or reporting requirements.
2. Program Configuration Section

- a. The Program Status Reason will only display if there is a valid value
- 3. Reporting Configuration Section
 - a. The 'Adult/Child' code will be defined and displayed. Although they do not have a functional impact on Disaster CalFresh they are needed by current issuance logic for consistency.
 - b. The 'Claiming' code will always be 'Federal' since Disaster CalFresh is federally funded program
- 4. Disaster Gross Income Limit Test
 - a. Net income value will be the 'Disaster Period Income' for the household from the 'Household Income Resources Expenses Detail' page
 - b. Accessible liquid resources value will be the total of 'Cash Resources' for the household from the 'Household Income Resources Expenses Detail' page. This value will be a hyperlink that will lead to itemized break down of the Accessible liquid resources for the household.
 - c. Disaster related expenses value will be the total of 'Disaster Related Expense' for the household from the 'Household Income Resources Expenses Detail' page when the EDBC benefit calculation method is 'DGIL'. For DSED method household expenses are not used, this field will display zero value. This value will be a hyperlink that will lead to itemized break down of the Disaster related expenses for the household.
 - d. Total Disaster Gross Income will be the total calculated based on the DGIL or DSED benefit calculation method
 - e. Disaster gross income limit is defined by a table lookup based on the household size
 - f. Household size defines the number of active members in the household. This value will be a hyperlink that will lead to Unit Size Detail page similar to the existing CF EDBC functionality.
- 5. Allotment
 - a. Final Benefit Amount The final allotment is defined by a table lookup based on the household size.
 - b. The Override Allotment button will lead to the same page (Payment Override Detail) and functionality as the CF program. If the user overrides the Allotment amount, the system will define and display the original Final Allotment as the Overridden Allotment. The new amount entered by the user will become the new Final Allotment.
- 6. Immediacy Indicator will be defaulted to 'Rush' for a Disaster CalFresh EDBC

7. Disaster CalFresh overissuance requires that the user assigns a recovery account. When the user selects the Accept button for an overissuance, the user will be navigated to the 'Select Recovery Account' page. This aligns with CF EDBC page behavior. This behavior applies to Manual EDBC as well.
8. Include existing CF EBT validations on Accept button for Disaster CalFresh program to ensure the creation of an EBT account is handled correctly.
9. The following custom validation message will be given on EDBC page after selecting the 'Accept' button
 - a. Message: "Immediacy Indicator – Disaster CalFresh benefits must be issued as rush benefits"
 - b. Trigger: User clicks the Accept button when all the following conditions are met:
 - a. The Immediacy Indicator is a value other than "Rush"
 - b. Disaster CalFresh program status is active
10. Security Rights – Existing CF security rights will be used for the new Disaster CalFresh EDBC related pages. This means that a user that has rights to a CF EDBC page will have the equivalent security rights to the equivalent Disaster CalFresh EDBC page.

2.23.4 Page Location

Global: Eligibility

Local: Customer Information

Task: EDBC Results

2.23.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping

Security Groups

Security Group	Group Description	Group to Role Mapping

2.23.6 Page Mapping

Add page mapping for the new fields

2.23.7 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts

2.24 Disaster CalFresh Line Item Detail

2.24.1 Overview

Line Item Detail pages give the breakdown on the calculations used by EDBC. Add new Line item detail pages would provide the breakdown on the Accessible Liquid Resources and Disaster Related Expenses of a household for the disaster.

2.24.2 Disaster CalFresh Line Item Detail – Mockup

Disaster CalFresh Line Item Detail - Accessible Liquid Resources

Type	Amount
Cash on Hand	\$ 1000.00
Savings Accounts	\$ 500.00
Total	\$ 1500.00

Figure 2.24.1 - Disaster CalFresh Line Item Detail - Accessible Liquid Resources

Disaster CalFresh Line Item Detail - Disaster Related Expenses

			Close
Type			Amount
Property Repair Expense	\$		300.00
Damaged Vehicle Expense	\$		200.00
		Total	\$ 500.00

Close

Figure 2.24.2 - Disaster CalFresh Line Item Detail - Disaster Related Expenses

2.24.3 Description of Changes

1. Add new Disaster CalFresh Line Item Detail page for Accessible Liquid Resources. This is a non-editable page accessed through the hyperlink on the 'Accessible Liquid Resources' line item on the Disaster CalFresh EDBC summary page. This section will display the breakdown of the total Accessible Liquid Resources displayed on the EDBC summary page.
2. Add new Disaster CalFresh Line Item Detail page for Disaster Related Expenses. This is a non-editable page accessed through the hyperlink on the 'Disaster Related Expenses' line item on the Disaster CalFresh EDBC summary page. This section will display the breakdown of the total Disaster Related Expenses displayed on the EDBC summary page.
3. If any value on the EDBC summary page is '\$0.00' the corresponding section on this page will display 'No Data Found.'

2.24.4 Page Location

Global: N/A

Local: N/A

Task: N/A

2.24.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping

Security Groups

Security Group	Group Description	Group to Role Mapping

2.24.6 Page Mapping

Add page mapping for the new fields

2.24.7 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts

2.25 Program Configuration [Override] List

2.25.1 Overview

Update the program configuration fields displayed on the program configuration override list page for online EDBC and program configuration list page for manual EDBC necessary for Disaster CalFresh EDBC.

2.25.2 Program Configuration [Override] List – Mockup

Program Configuration Override List

*- Indicates required fields

Save and Return Cancel

EDBC Override Reason: *

System Determination

EDBC Source Code: Online EDBC Rules
Aid Code: 09 - CalFresh
Program Status: Active
Program Status Reason:
Reporting Type:
Reporting Type Reason:

User Override

Aid Code: Clear
Program Status:
Program Status Reason:
Reporting Type:
Reporting Type Reason:

Program Configuration

Note: Overridden rows are in bold.

Name	Role	Role Reason	Status	Status Reason	
CF, A	MEM		Active		Override
CF, B	MEM		Active		Override

Save and Return Cancel

Figure 2.25.1 - Program Configuration Override List

2.25.3 Description of Changes

1. Update the Program configuration [Override] List Page to display only the following static fields in the 'System Determination' section
 - a. 'EDBC Source Code'
 - b. 'Aid Code'
 - c. 'Program Status'
 - d. 'Program Status Reason'
 - e. 'Reporting Type'
 - f. 'Reporting Type Reason'
2. Update the User Override/System Configuration section to display the following drop down sections
 - a. 'Aid Code' – This drop-down should only contain '09 – CalFresh'
 - b. 'Program Status' - the drop-down field will contain all status that are applicable for the current program.

- c. 'Program Status Reason' – the drop-down field will contain all status reasons that are program closure reasons for the current program.
- d. 'Reporting Type' – This field will contain only 'Non Reporting'.
- e. 'Reporting Type Reason' – When 'Reporting Type' of 'Non Reporting' is selected, this section should be populated with only 'Disaster CalFresh' option in the drop-down
- f. Page Validations
 - i. Update the following existing CF/NB program validations to also apply for DCF program
 - 1. Aid Code - The program status must be active to save this EDBC. Please set the program status to active.
 - 2. Aid Code - An aid code is required to save programs with an active status.
 - 3. Program Status - All people in the case must have the status of Pending. Please override any person that does not have the status of Pending.
 - 4. Program Status - The program status must be set to "denied" or "discontinued" to save the current override.
 - 5. Program Status - Program status "active" cannot be overridden to active.
 - 6. Program Status - An "active" member is required to override this status. Please ensure there is an active member in the program.
 - 7. Program Status - The program status must be active to save this EDBC. Please set the program status to active.
 - 8. Program Status - All people in the case must have the status of Denied. Please override any person that does not have the status of Denied.
 - 9. Program Status Reason - Status reason must be populated for non-active statuses.
 - 10. Reporting Type - A Reporting Type is required for an active program
 - 11. Reporting Type Reason - Please select a Reporting Type Reason
 - ii. Add new validation for DCF program
 Message: Cannot override "active" status
 Trigger:

Disaster CalFresh program status is active in the system and program status is being set to a status that is not active

2.25.4 Programs Impacted

DCF

2.25.5 Performance Impacts

None

2.26 Program Configuration Detail

2.26.1 Overview

Update the program configuration detail page to display 'Federal' as the only claiming value for Disaster CalFresh program.

2.26.2 Program Configuration Detail – Mockup

Program Configuration Detail

*- Indicates required fields

Save and Return Cancel

System Determination				
Name:	Role:	Role Reason:	Status:	Status Reason:
DCF, Parent	MEM		Pending	

User Override

Name:	DCF, Parent
Role: *	Role Reason:
MEM ▾	<input type="text"/>
Status: *	Status Reason:
Active ▾	<input type="text"/>
Claiming Code:	Adult Child Code:
<input type="text"/>	<input type="text"/>
Federal	

Save and Return Cancel

Figure 2.26.1 - Program Configuration Detail

2.26.3 Description of Changes

1. Update the Claiming Code on the Program Configuration Detail page to display 'Federal' option only for Disaster CalFresh program.
2. Update the following existing CF/NB program validations to also apply for DCF program
 - a. Role Reason - Role reason cannot be populated for role "member".
 - b. Claiming Code - Claiming Code is required for all member roles.
 - c. Adult Child Code - Adult Child Code is required for all member roles.
 - d. Status Reason - Status reason cannot be populated for status "active".
 - e. Status Reason - Status reason must be populated for non-active statuses.
3. Add new validation for DCF program
Message: Cannot override "active" status
Trigger:
Disaster CalFresh person status is active in the system and the person status is being set to a status that is not active

2.26.4 Programs Impacted

DCF

2.26.5 Performance Impacts

None

2.27 Disaster CalFresh Manual EDBC

2.27.1 Overview

Add a new manual EDBC page for Disaster CalFresh program

2.27.2 Disaster CalFresh Manual EDBC Page – Mockup

Disaster CalFresh EDBC (Manual)

*- Indicates required fields

Accept

Cancel

Begin Month	End Month	Run Date	Run Status	Accepted By
01/2019	01/2019	02/20/2020	Not Accepted	Sridhar Mullapudi

EDBC Information

Type: Regular

Recalculation: No

Program Configuration

EDBC Source: Manual

Override Reason: New Policy

User Overrides

Aid Code: 09 - CalFresh

Program Status: Active

Reporting Type Reason: Disaster CalFresh

System Determination

Program Status: Pending

Note: Overridden rows are in bold.

Name	DOB	Role	Role Reason	Status	Status Reason
DCF, Parent	11/12/1990	MEM		Active	
DCF, Parent	11/12/1990	MEM		Pending	
DCF, Child	11/12/2010	MEM		Active	
DCF, Child	11/12/2010	MEM		Pending	

Set Program Configuration

Reporting Configuration

Name	Adult/Child	Claiming
DCF, Parent	Adult	Federal
DCF, Child	Child	Federal

Aid Payment	
Unit Size:	<input type="text"/>
Maximum Allotment:	0.00
Potential Allotment:	\$ <input type="text" value="0.00"/>
Previous Potential Allotment:	\$ <input type="text" value="0.00"/>
Authorized Amount	\$ 0.00
Overissuance	\$ 0.00
	<input type="button" value="Get Allotment"/>
	<input type="button" value="Calculate"/>
Delivery Method: *	Immediacy Indicator: *
<input type="text" value="Mail"/>	<input type="text" value="Rush"/>
	Issuance Method:
	<input type="button" value="Accept"/> <input type="button" value="Cancel"/>

Figure 2.27.1 – Disaster CalFresh EDBC (Manual)

2.27.3 Description of Changes

1. Add a new manual EDBC page for Disaster CalFresh Program.
 - a. Add an 'Aid Payment' Section with the following fields
 - i. 'Maximum Allotment'- A static field that represents the total benefit amount that the household is eligible to receive. If the program status is Active this field will pre-populate with table value based on the household size.
 - ii. 'Potential Allotment' - An editable field that represents the total benefit amount that the household is eligible to receive. If the program status is Active this field will pre-populate with a value calculated based on the data in the other fields and update when the calculate button is clicked. If the program status is not active this field will be pre-populated as 0.00.
 Note: This field will be constrained to be a non-negative value
 - iii. 'Previous Potential Allotment' - An editable field that represents the amount already paid. This field will initially be populated with an amount that represents the total issuances for the same program and benefit month. This field will be constrained to be a non-negative value
 - iv. 'Authorized Amount' - A static field that represents the total benefit amount that the EDBC authorizes to be paid to the payee. This will be pre-populated with a

- value based on the default values for the fields displayed and updated when the user clicks the Calculate button.
- v. 'Overissuance' - A static field that represents the amount that was previously overpaid to the payee through this program. This will be pre-populated with a value based on the default values for the fields displayed and updated when the user clicks the Calculate button.
 - vi. 'Calculate Button' - When clicked causes the calculated fields to be updated based on the data the user entered.
- b. Include existing CF EBT validations for Disaster CalFresh program to ensure the creation of an EBT account is handled correctly.
 - c. Add Validations on Accept button:
 - i. Message: EDBC must be recalculated before
 - ii. Accepting new changes. Click the Calculate button to update the EDBC
Trigger: If the user does not click the Calculate button and attempts to accept the manual EDBC
This is an existing message used also by CF Program.
 - iii. Message: The program status must be active to save this EDBC. Please set the program status to active
Trigger: For a pending program if the user does not set the program configuration and attempts to accept the manual EDBC
This is an existing message used also by CF Program.
 - iv. Message: Adult/Child Code is required for Members
Trigger: Disaster CalFresh program is active and user does not set the program configuration and attempts to accept the manual EDBC.
This is an existing message used also by CF Program.
 - v. Message: "Immediacy Indicator – Disaster CalFresh benefits must be issued as rush benefits"
Trigger: When the user attempts to accept the manual EDBC and all the following conditions are met:
 - The Immediacy Indicator is a value other than "Rush"
 - Disaster CalFresh program status is active

2. Disaster CalFresh EDBC will be a one-month EDBC.

3. Update EDBC Logic to not provide multi month option on EDBC list page upon accepting the manual EDBC for Disaster CalFresh program.

2.27.4 Programs Impacted

DCF

2.27.5 Performance Impacts

None

2.28 Disaster CalFresh Rules

2.28.1 Overview

- a. When Disaster CalFresh eligibility is determined during EDBC run, disaster CalFresh rules will determine the household eligibility and, the benefit amount based on the household size. During EDBC run, financial eligibility is determined by one of two options which will be declared by the state at the time of disaster. This option will be inserted into the system when inserting the disaster information through a DCR. This option will be used by all Disaster CalFresh EDBCs for that disaster.

2.28.2 Description of Changes

1. Non-Financial eligibility determination

- a. Disaster CalFresh program will use a reporting type of 'Non Reporting' (CT542_NO).
- b. Disaster CalFresh programs will use a reporting type reason of 'Disaster CalFresh'.
- c. All active DCF program person will be defined as 'Federal' claiming.
- d. All active DCF program person will receive an Adult/Child code. Any person under the age of 22 as of the disaster period begin date will be considered a child. The Adult/Child code does not have a functional impact on DCF but is required by fiscal logic.
- e. DCF EDBC will be defined with the restaurant meals indicator set to 'Yes'. This will allow EBT benefits to be used to purchase prepared meals at participating restaurants.
- f. DCF program does not have any reporting requirements and therefore do not require a redetermination record

- g. Update the following existing Program Statuses to allow them to be used for an DCF program. This will require a new column for code table 72 for the DCF program.

Status	DCF
Pending	Y
Ineligible	N
Discontinued	Y
Active	Y
Denied	Y

- h. Update the following existing Program Person Roles. A new column will be added to code table 201 to indicate whether the role applies to the DCF program person.

Role	DCF
Unaided Person	N
Family Size Only	N
Member	Y
Financially Responsible - Included	N
Medi-Cal Member Only	N
Financially Responsible - Excluded	N

- i. Add the following columns to capture the treatment of status reason for Disaster CalFresh program
- I. DC Priority
Note: The priority for the status reason will be in the order mentioned below
 - II. DC Close Person
 - III. DC Close Program
 - IV. DC Neg Action
 - V. Additional columns will be needed for NOAs. This will be addressed in a later section.

- j. Update Existing status reasons and add new status reason for code table CT73 for DCF program. The table below lists the treatment of the status reason

Status Reason	Code Num Identif	DC Close Pers	DC Close Pgm	DC Neg Action
Requested Disc. - Verbal	06	CanCloseBoth	CanCloseBoth	Y
Requested Disc. - Written	K4	CanCloseBoth	CanCloseBoth	Y
Written Withdrawal	18	CanCloseBoth	CanCloseBoth	Y
Verbal Withdrawal	E5	CanCloseBoth	CanCloseBoth	Y
Disaster CF Missed Interview	New	CanCloseBoth	CanCloseBoth	Y
Not in Disaster Area	New	CanCloseBoth	CanCloseBoth	Y
Not Affected by Disaster	New	CanCloseBoth	CanCloseBoth	Y
End of Disaster Period	New		Y	Y
Over Income	39		Y	Y
FTP Name/Identity	CJ		Y	
No Appl - Req Person	22		Y	

Status Reason	Code Num Identif	DC Close Pers	DC Close Pgm	DC Neg Action
No Eligible Mem	11		Y	
On Aid Another Case	CN	Y		Y
Gets Duplicate Aid	GD	Y		

On Aid Another Case: This status reason is initiated by the user from the Negative Action page

Gets Duplicate Aid: This status reason is used when any member of the household is an active member on Disaster CalFresh program for the same benefit month or active on CalFresh program on the day of disaster begin date, that person will be closed with reason 'Gets Duplicate Aid'.

Over Income: This status reason is used to close the program when the household fails the income limit test.

Note: this status reason will be used if the household has over income or over resources that caused for the household to fail the income limit test.

FTP Name/Identity: This status reason is used to close the program when the primary applicant's name/identity verification is in 'Refused' status or in 'Pending' status and the pending verification is past due date.

No Eligible Mem: This status reason is used by the Common Close logic to close the program that no longer has an active Member.

Requested Disc. – Verbal: This status reason is initiated by the user from the Negative Action page.

Requested Disc. – Written: This status reason is initiated by the user from the Negative Action page.

Written Withdrawal: This status reason is initiated by the user from the Negative Action page.

Verbal Withdrawal: This status reason is initiated by the user from the Negative Action page.

No Appl - Req Person: This status reason is used by common close logic to close the program when primary applicant is closed for the program

CF Missed Interview (New Application/Reapplication): This status reason is initiated by the user from the Negative Action page.

Not in Disaster Area: This status reason is initiated by the user from the Negative Action page.

Not Affected by Disaster: This status reason is initiated by the user from the Negative Action page.

End of Disaster Period: This status reason is used to close the program when a 'Pending' Disaster CalFresh EDBC run date is after the associated disaster's process end date.

- k. Utilize existing Common Close logic to determine when Disaster CalFresh program should close. The Common Close logic will be determining two main scenarios:
 - i. Should the entire Disaster CalFresh program be closed based on a program closure Status Reason?
 - ii. Is there any member still open in the Disaster CalFresh program? If not, the program should be closed for 'No Eligible Mem'.
- l. During Run EDBC, if 'Name/Identity verification' is in 'Pending' status on the Individual Demographics Detail page for the primary applicant, the EDBC generated shall have 'Pending Verification' status and user will be able to view the EDBC but will not be able to save the EDBC.

2. Financial Eligibility – Gross Income test

- b. Add new category to the codes table to store the following benefit calculation options. These options will be used during run EDBC to determine the household's financial eligibility for Disaster CalFresh
 - i. DGIL
 - ii. DSED
- c. Add new column on the disaster reference table that captures the declare disaster details to capture the disaster benefit calculation option. This column cannot be null. This column shall be populated by DGIL or DSED options. Option will be declared by the state when a federal disaster is declared.
Note: This table is currently empty, a DCR will be performed at the time of implementation to include the appropriate disaster benefit calculation option of the disaster that may occur before the implementation of this SCR
- d. **Disaster Gross Income Limit (DGIL):** To determine if the household is financially eligible for disaster CalFresh benefits with DGIL option the following formula is used

Net Income + Accessible Liquid Resources – Deductible Disaster Related Expenses <= Disaster gross Income Limit

Net Income is the total take home income for the household available from the Household Income Resources Expenses page.

Accessible liquid resources are the total resources from the Household Income Resources Expenses page.

Deductible disaster related Expenses are losses or damages incurred due to the disaster during the disaster period. This will be the total expense from Household Income Resources Expenses page.

Disaster gross income limit is the table value determined based on the assistant unit size. The table values are shown below.

Household Size	(DGIL)Income Limit
1	\$1,777
2	\$2,146
3	\$2,514
4	\$2,893
5	\$3,293
6	\$3,692
7	\$4,060
8	\$4,429
Each Additional Member	+\$369

NOTE: Values are based on ACIN I-63-19.

- e. **Disaster Standard Expense Deduction (DSED):** This method is for simplified eligibility calculation by using a standard disaster expense table amount based on the household size.

Households with disaster expenses equal to or greater than \$100 qualify for the standard expense from the table. Disaster expenses for the household are available from the Household Income Resources Expenses page.

Eligibility for disaster CalFresh benefits is calculated using the following formula:
 $\text{Net Income} + \text{Accessible Liquid Resources} \leq (\text{DSED})\text{Income limit}$

Household Size	(DSED)Income Limit
1	\$2,580
2	\$3,358
3	\$3,861
4	\$4,550
5	\$5,017
6	\$5,606
7	\$6,034
8	\$6,463
Each Additional Member	+ \$429

NOTE: Values are based on ACIN I-63-19.

- i. Households with disaster expenses less than \$100 then the following formula is used to determine the Households eligibility to Disaster CalFresh
 $\text{Net Income} + \text{Accessible Liquid Resources} \leq (\text{DGIL})\text{Income limit}$

Net Income is the total take home income for the household available from the Household Income Resources Expenses page

Accessible liquid resources are the total resources from the Household Income Resources Expenses page

- f. Benefit allotment
 - i. Households with pass or waived income test results using the DGIL or DSED method are eligible for Disaster CalFresh Benefits. Benefit amounts are based on the household size. Disaster period allotment based on household size is shown in the below table.

Household Size	Allotment
1	\$194
2	\$355

3	\$509
4	\$646
5	\$768
6	\$921
7	\$1,018
8	\$1,164
Each Additional Member	+\$144

NOTE: Values are based on ACIN I-63-19.

3. Disaster CalFresh EDBC run from run EDBC, negative action or manual EDBC pages will be a one-month EDBC. EDBC is generated for the disaster period begin month only.
4. Update Pending Authorization logic to not set a Disaster CalFresh program to 'Pending Authorization'
5. Update the Logic to to auto suggest responsible party when running EDBC for Disaster CalFresh program. This logic would be similar to the existing logic for CalFresh program.
6. Auto discontinue the disaster CalFresh program for the month following the disaster benefit begin month with status reason 'End of Disaster Period' when authorizing an active EDBC for the disaster begin month.
7. If EDBC is re-run during the disaster processing period for the active benefit month, program configuration, Reporting Configuration and EDBC information sections will be a copy of the latest 'Active' accepted and saved EDBC. Disaster Gross Income test result will be 'Waived'

2.28.3 Programs Impacted

DCF

2.28.4 Performance Impacts

None

2.29 CalFresh Supplemental Benefits – Run EDBC

2.29.1 Overview

During a disaster, household active on CalFresh program are eligible for disaster supplemental benefits for the disaster period. CalFresh EDBC for

the beginning month of the disaster period would be run with a disaster specific run reason to provide supplemental benefits. The CalFresh EDBC run for supplemental benefits shall be a one-month EDBC.

2.29.2 Run EDBC Page – Mockup

Run EDBC

*- Indicates required fields

Change Reason Run EDBC Cancel

Benefit Processing Range:
Begin Month: * 01/2019 **End Month: *** 01/2019

<input type="checkbox"/>	Program	Status	Timely Notice Exception	Reason	Run Reason
<input type="checkbox"/>	CalWORKs	Pending			
<input checked="" type="checkbox"/>	CalFresh	Active			Disaster CF Supplement ▼

Change Reason Run EDBC Cancel

Figure 2.29.1 – Run EDBC page

2.29.3 Description of Changes

1. Update the run EDBC page to display 'Disaster CF Supplement' in the run reason dropdown for **Active** CalFresh/TCF program when all the following conditions are met for each disaster:
 - a. There exists a disaster for the benefit month in the system for the current county
 - b. System date is between the disaster application begin date and disaster processing end date
 - c. CalFresh EDBC is run for disaster begin month of the current active disaster period
 - d. EDBC end month is same as EDBC begin month
 - e. Has no pending recertification application for the benefit month
 - f. The benefit month is within the certification period of the household
2. Add a new validation that will stop the user from running the EDBC when the user clicks 'Run EDBC' button on the Run EDBC page

- a. Message: "EDBC for Disaster CalFresh Supplement cannot be run since prior CalFresh EDBC is a manual EDBC."
- b. Trigger: User clicks the Run EDBC button and all the following conditions are met:
 - i. Latest active accepted and saved CalFresh EDBC for the benefit month is a manual EDBC
 - ii. CalFresh EDBC is run with 'Disaster CF Supplement' run reason

3.

Note: The 'Disaster CF Supplement' run reason will not be available on the negative action detail page

2.29.4 Programs Impacted

CF

2.29.5 Performance Impacts

None

2.30 CalFresh EDBC Supplemental Benefits Summary

2.30.1 Overview

During a disaster, household active on regular CalFresh program are eligible for supplemental benefits for the disaster period. CalFresh EDBC will be run for the beginning month of the disaster period with a disaster specific run reason to provide supplemental disaster benefits. The CalFresh EDBC run for supplemental disaster benefits is a one-month EDBC. Existing override functionality will apply for the CalFresh EDBCs run with Disaster CF Supplement run reason.

2.30.2 CalFresh EDBC Summary Page – Mockup

EDBC Information	
Semi-Annual Reporting Period Begin	
Month:	01/2019
EDBC Run Reason:	Disaster CF Supplement
Reporting Type Reason:	
Type:	Regular
Recalculation:	No

Figure 2.30.1 – CalFresh EDBC Summary page – EDBC Information Section

Allotment	Regular
Full Month Allotment	\$ 194.00
CalFresh Allotment	- 16.00
Disaster Supplement Allotment	\$ 178.00
Overridden Allotment	\$
	Override Allotment
Previous Potential Benefit Allotment	- 0.00
Authorized Amount	= 178.00

Figure 2.30.2 – CalFresh EDBC Summary page – Allotment Section

2.30.3 Description of Changes

1. Allotment Section of the CF EDBC summary page will display the new reduced section when CalFresh EDBC is run with a disaster CF supplement run reason
 - a. Full Month Allotment will display the households maximum Disaster benefit amount for the household size
 - b. CalFresh Allotment will display the amount the household received for CalFresh program for the benefit month.
 - c. Disaster Supplement Allotment will display the difference between the full month allotment and CalFresh allotment for the household.
 - d. The Override Allotment button will lead to the same page (Payment Override Detail) and functionality as the CF program. If the user overrides the Allotment amount, the system will define

- and display the original Disaster Supplement Allotment as the Overridden Allotment. The new amount entered by the user will become the new Disaster Supplement Allotment
- e. Previous Potential Allotment will be the total of the disaster supplement amount received by the household for the benefit month.
2. Immediacy Indicator
 - a. Immediacy Indicator will be defaulted to 'Rush' for CalFresh EDBC run for Disaster supplements
 3. The following custom validation message will be given on EDBC page after selecting the 'Accept' button
 - a. Message: "Immediacy Indicator –CalFresh benefits for disaster supplements must be issued as Rush."
 Trigger: User clicks the Accept button when all the following conditions are met:
 - i. The Immediacy Indicator is a value other than "Rush"
 - ii. CalFresh program status is active
 - iii. EDBC is run with Disaster supplement run reason.

2.30.4 Page Location

Global: Eligibility

Local: Customer Information

Task: EDBC Results

2.30.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping

Security Groups

Security Group	Group Description	Group to Role Mapping

2.30.6 Page Mapping

Add page mapping for the new fields

2.30.7 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts

2.31 Update Create Manual EDBC Page

2.31.1 Overview

Update the manual EDBC reason used to run for CalFresh supplemental disaster benefits

2.31.2 Create Manual EDBC Page – Mockup

Create Manual EDBC

*- Indicates required fields

Benefit Month: * Manual EDBC Reason: *

Program	Status	Run Reason
<input checked="" type="checkbox"/> CalFresh	Active	Disaster CF Supplement
<input type="checkbox"/> CalWORKs	Active	

Create Manual EDBC Cancel

Figure 2.31.1 –Create Manual EDBC page

2.31.3 Description of Changes

1. Update the page to NOT display 'DCFP' and 'Supp-DCFP' option in the "Manual EDBC Reason" dropdown effective from the implementation of this SCR
4. Update the page to display 'Disaster CF Supplement' in the run reason dropdown for **active** CalFresh/TCF program when all the following conditions are met for each disaster:

- a. There exists a disaster for the benefit month in the system for the current county
- b. System date is between the disaster application begin date and disaster processing end date
- c. CalFresh EDBC is run for disaster begin month of the current active disaster period
- d. Has no pending recertification application for the benefit month
- e. The benefit month is within the certification period of the household

2.31.4 Programs Impacted

CF

2.31.5 Performance Impacts

None

2.32 Update CalFresh EDBC (Manual) Page

2.32.1 Overview

Update the CalFresh EDBC (Manual) to display the display a new validation when user clicks 'Accept', and the Immediacy Indicator is not 'Rush'

2.32.2 Description of Changes

1. Immediacy Indicator
 - a. Immediacy Indicator will be defaulted to 'Rush' for CalFresh EDBC (Manual) run with run reason 'Disaster CF Supplement'
2. The following custom validation message will be given on EDBC page after selecting the 'Accept' button

Message: "Immediacy Indicator –CalFresh benefits for disaster supplements must be issued as Rush."

Trigger: User clicks the Accept button when all the following conditions are met:

 - a. The Immediacy Indicator is a value other than "Rush"
 - b. CalFresh program status is active
 - c. EDBC is run with 'Disaster CF Supplement' run reason.

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2.32.3 Programs Impacted

CF

2.32.4 Performance Impacts

None

2.33 Disaster supplemental CalFresh Rules update

2.33.1 Overview

When EDBC is run with run reason 'Disaster CF Supplement' for a CalFresh program, supplemental Disaster CalFresh benefits are determined. One-month CalFresh EDBC is run for supplemental CalFresh benefits during disaster. Supplemental benefits would be the difference between the benefit amount the household received for the benefit month and the maximum disaster benefit amount eligible for the household.

2.33.2 Description of Changes

1. Update the CalFresh EDBC logic to provide disaster CalFresh supplemental Benefits for an active program when CalFresh EDBC is run with a 'Disaster CF Supplement' run reason and
 - a. CalFresh EDBC summary will be a copy of the latest active regular CalFresh/TCF EDBC for the benefit month.
 - b. CalFresh Allotment will display the 'Final Allotment' amount of the latest active regular CalFresh/TCF EDBC for the benefit month unless the amount of Benefits that the participant has previously received for the month is greater.

Note: The amount of the Benefits that the participant has previously received would be a sum of all the issuances for the month (which are not voided or canceled). This Calculation will include transactions of type 'Benefit Reduction'.

- c. Disaster supplement benefit amount will be the difference between the maximum disaster benefit amount for the household size and CalFresh Allotment for the benefit month. If the Difference is a negative amount, then the EDBC Summary page will display the Disaster Supplement Amount as '0' and the system will not ask the user to set up a recovery account.

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- d. EDBC run for CalFresh Disaster supplement shall be a one-month EDBC

Note: This applies also for manual EDBC's run for disaster supplement. EDBC Logic to not provide multi month option on EDBC list page upon accepting the manual EDBC.

- e. When authorizing the CalFresh EDBC run with 'Disaster CF Supplement' run reason, existing active regular CalFresh/TCF EDBC shall not be end dated and/or flipped to 'Read-Only' status.
- f. Update Pending Authorization logic to not set a CalFresh program to 'Pending Authorization' when EDBC is run with disaster supplement run reason.

Note: If a different program EDBC is run along with CF EDBC run with Disaster CF Supplement run reason and the other program requires supervisor authorization, both program EDBCs will require supervisor authorization. This is current logic and will remain unchanged.

2.33.3 Programs Impacted

CF

2.33.4 Performance Impacts

None

2.34 CalFresh Rules – Prior EDBC Logic Update

2.34.1 Overview

Prior CalFresh EDBC results are used by CalFresh program logic to make various determinations such as TCF EDBCs, and NOA Fragments. CalFresh EDBC results for Disaster supplements shall not be used as prior EDBC when determining regular CalFresh/TCF EDBC.

2.34.2 Description of Changes

1. Prior CalFresh EDBC results are used when determining CalFresh/TCF EDBC results and NOA fragments for the benefit month. Update the CalFresh logic to not use Disaster CalFresh supplement EDBC result as a prior CalFresh EDBC.

2.34.3 Programs Impacted

CF

2.34.4 Performance Impacts

None

2.35 CalFresh Rules – Read Only EDBC Update

2.35.1 Overview

When CF Households receive Disaster supplement benefits, the household received maximum allotment for the household size for the benefit month. If CF EDBC is rerun for the same benefit month and the household size remains the same, EDBC will be set to 'Read Only' since the household is not eligible for any supplements or overissuance. Read only EDBCs do not issue a supplement or an overissuance, manual EDBC will be required to issue a supplement or overissuance for this scenario. If the household size is different from the Disaster supplement EDBC, existing functionality to create a supplement or overissuance shall apply.

2.35.2 Description of Changes

1. Add new read only reason 'Received Disaster Supplement'
2. Update CF EDBC logic to set the EDBC as 'Read Only' with reason 'Received Disaster Supplement' if the household received disaster supplement for the same household size as the current EDBC for the same benefit month.

2.35.3 Programs Impacted

CF

2.35.4 Performance Impacts

None

2.36 Modify IEVS Inbound jobs to not load an IEVS Abstract that is associated to a Disaster CalFresh case

2.36.1 Overview

When LRS/CalSAWS receives an IEVS abstract from the MEDS system for a Disaster CalFresh Program, LRS/CalSAWS must not load the Abstract into The System.

2.36.2 Description of Change

Modify the following IEVS inbound jobs to not load an IEVS Abstract into LRS/CalSAWS when an Abstract is associated to DCF case. The inbound job will identify DCF case by looking at the program code on the case. IEVS inbound jobs will log an exception on an Abstract that is associated to a DCF program.

Below is the list of IEVS inbound job that will be modified.

- IEVS IFDS inbound job - PIXXC406
- IEVS IFDS Medical Inbound job - PIXXC408
- IEVS NHR inbound job – PIXXC505
- IEVS PVS inbound job – PIXXC404
- IEVS NPM/CYA inbound job – PIXXC201
- IEVS Fleeing Felon - PIXXC200
- IEVS Applicant inbound job – PIXXC503
- IEVS SAVE inbound job – PIXXC504

Exception log details:

IEVS inbound job will use log level of INFO with the following exception reason in the log file.

“Due to the case is a Disaster CalFresh case, the abstract was not loaded - Case Number: XXXXXXX”

2.36.3 Execution Frequency

No Change.

2.36.4 Key Scheduling Dependencies

No Change.

2.36.5 Counties Impacted

All Counties.

2.36.6 Data Volume/Performance

N/A.

2.36.7 Failure Procedure/Operational Instruction

The Batch Operations Support Team will evaluate errors, diagnose the issue and work with the appropriate teams to resolve the failure.

2.37 Updates to Imaging system (Kofax)

2.37.1 Overview

When Disaster CalFresh application form is received from an applicant, worker scans the application form (CF 303 - Replacement or Supplement Affidavit/Authorization, CF 385 – Application for Disaster CalFresh) through Kofax to store the document into the file repository.

As part of this SCR, LRS/CalSAWS web service will be using a new program code when communicating with Kofax system on the Disaster CalFresh application form.

2.37.2 Description of Change

There will be some Code Category updates to add DCF program code and add DCF application form into the list of EDMS document types.

- Create a CTCR to add DCF program into the LA Legacy Pgm Code Detail - CT18_LALegacyPgmCodes. LA Legacy Pgm Code is used as a mapping between LRS program codes and EDMS program codes.
- Create a CTCR to add DCF application forms (CF 303, CF 385) into EDMS Document category - CT10027_EDMS_DOCUMENT.

Modify Kofax web service to be able to pass office number for DCF program in the below web service operations. The below two web service operations have a program code filter that must be modified to add DCF program.

- getCaseIndividuals
- getForm

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Note: Worker/County Clerk will use Kofax POSS or EDMS batch class to scan a DCF application form.

The following table has the EDMS Form IDs for the DCF Forms.

EDMS Form ID	Form Name
CF 385	APPLICATION FOR DISASTER CALFRESH
CF 303	REPLACEMENT OR DISASTER SUPPLEMENT AFFIDAVIT

2.37.3 Execution Frequency

N/A.

2.37.4 Key Scheduling Dependencies

N/A.

2.37.5 Counties Impacted

Los Angeles County.

2.37.6 Data Volume/Performance

N/A.

2.37.7 Failure Procedure/Operational Instruction

N/A.

2.38 Updates to Disaster CalFresh Form CF 385

2.38.1 Overview

This effort is to make updates to the form CF 385.

- Form Name: CF 385 - Application For Disaster CalFresh
- Form Number: CF 385
- Forms Category: Forms
- Current Program: CalFresh

2.38.2 Updates to CF 385 Form

1. Update the CF 385 form with the following specifications.
 - Updated Program: Disaster CalFresh
 - Populate XXX on the top of the form
2. Refer to Supporting Document #1 (CF385_EN.pdf) for the Mockup of the form.

2.39 Updates to Disaster CalFresh Form CF 303

2.39.1 Overview

The effort is to update the CF 303 form – Replacement or Disaster Supplement Affidavit to the latest version. This form could be currently generated from the Template Repository.

- ii. Current State Form: CF 303 (10/17)
- iii. Current Form Name: Replacement or Supplement Affidavit/Authorization
- iv. Program: CalFresh
- v. Current Forms Category: Forms
- vi. Existing Languages: English and Spanish

2.39.2 Update CF 303 Form XDP

1. Update the CF 303 form to the latest version listed in the ACL 19-95.
 - Updated Form Name: Replacement or Disaster Supplement Affidavit
 - Updated State Form: CF 303 (08/19)
 - Program: CalFresh
 - Forms Category: Forms
 - Updated Languages: English and Spanish

- Forms to attach: NA Back 9 (04/2013)
 - Populate XXX on the top of the form
2. The following Print Options will be available when the CF 303 form is generated.

Blank Template	Print Locally without Save	Print Locally and Save	Print Centrally and Save	Reprint Locally	Reprint Centrally
Y	Y	Y	Y	Y	Y

The PRINT LOCALLY WITHOUT SAVE option is only available when printing a blank template.

The PRINT AND SAVE options are only available when printing a document containing case or resource information.

3. Add the state standard header to the CF 303 Form. CF 303 will have header as the first impression, second impression will be left blank, third impression will be CF 303 form and fourth impression will be NA BACK 9 (See Supporting Document #4 for the header mockup).
4. Refer to Supporting Documents #2 (CF303_EN.pdf) and #3(CF303_SP.pdf) for the state version of the form.

2.39.3 Mailing Options

Mail-To (Recipient): CalFresh Participant

Mailed From (Return): CalFresh District Office Name and Address

Mail-back-to Address: CalFresh District Office Name and Address

Outgoing Envelope Type: Standard

Return Envelope Type: Pre-Paid

2.40 Add New Disaster CalFresh Form CF 390 to Template Repository

2.40.1 Overview

This effort is to add the CF 390 form to the Template Repository. CF 390 is the Notice of Approval/Denial for Disaster CalFresh. This was provided with the ACL 19-95.

State Form: CF 390 (05/19) (See Supporting Document #4 and #5)

Program: Disaster CalFresh

Attached Form: NA Back 9 (04/13)

Languages: English and Spanish

2.40.2 Description of Change

1. Add the CF 390 form in English and Spanish to Template Repository.
 - Form Number: CF 390
 - Form Name: Notice of Approval/Denial for Disaster CalFresh
 - Forms category: Forms
 - Program: Disaster CalFresh
2. Include the following parameters for CF 390 in the Document Parameters Page:
 - Case Number
 - Customer Name
 - Program
 - Language
3. The following Print Options will be available when the CF 390 form is generated.

Blank Template	Print Locally without Save	Print Locally and Save	Print Centrally and Save	Reprint Locally	Reprint Centrally
Y	Y	Y	Y	Y	Y

The PRINT LOCALLY WITHOUT SAVE option is only available when printing a blank template.

The PRINT AND SAVE options are only available when printing a document containing case or resource information.

4. CF 390 will have the standard header (See Supporting Document #4).
5. Refer to Supporting Documents #5 (CF390_EN.pdf) and #6 (CF390_SP.pdf) for the state version of the form.

2.40.3 Mailing Options

Mail-To (Recipient): Disaster CalFresh Primary Applicant

Mailed From (Return): Disaster CalFresh District Office Name and Address

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

2.41 Add New Disaster CalFresh Approval Action Fragment

2.41.1 Overview

This effort is to add a new Disaster CalFresh Approval **action fragment**.

- **State Form/**NOA: Taken from State Form CF 390 (5/19)

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- Program: Disaster CalFresh
- Languages: English and Spanish

Refer to Supporting Document #6 for Spanish Translations.

2.41.2 Fragment Generation

Add the following new **action** fragment to the NOA when Disaster CalFresh benefits are approved and a Disaster CalFresh Approval NOA has not been sent for the same disaster period already.

- Program: Disaster CalFresh
- Action Type: Approval
- Fragment Level: Program
- **NOA Reference on Document List Page:** DCF Approval
- Regulations: MPP 63-900
- NOA Template: CF_NOA_TEMPLATE
- NOA Title: Disaster CalFresh Notice of Approval
- **NOA Footer:** CF 390
- **Repeatable:** No
- **Include NA Back 9:** Yes

NOA Mockup: See Supporting Document #7

Description	Text
Static	<p><Person></p> <p>Your application for Disaster CalFresh benefits has been approved. Your certification covers the disaster benefit period from <Begin_Date> through <EndDate>. Your one time Disaster CalFresh benefit allotment for a household of <Household_Size> is <Benefit_Amount>.</p>

Note: English fragment will be in Arial font size 10 and Spanish will generate based on Project standards.

Reason Fragment: This fragment will not have an associated Reason Fragment.

Message Fragment: This fragment will not have an associated Message Fragment.

2.41.3 Variable Population

Following is the variable population for the approval action fragment.

Var#	Variable Name	Description
------	---------------	-------------

c. Total disaster period income = (a+b)	<Total_Disaster_Period_Income>
d. Total allowable disaster related expenses	<Total_Allowable_Expenses>
e. Accessible disaster period income = (c-d)	<Accessible_Disaster_Period_Income>
f. Maximum Disaster Income Limit for Household size	<Maximum_Disaster_Limit> Household size: <Household_Size>
If (e) is equal to or less than (f), the household is eligible.	

Note: English fragment will be in Arial font size 10 and Spanish will generate based on Project standards.

2.42.3 Variable Population

Following is the variable population for the budget fragment.

Var #	Variable Name	Description
1.	<Anticipated_Income>	Net Income form EDBC Summary
2.	<Cash_Resources>	Accessible Liquid Resources from EDBC Summary
3.	< Total_Disaster_Period_Income >	Sum of <Anticipated_Income> and <Cash_Resources>
4.	<Total_Allowable_Expenses>	Disaster Related Expenses from EDBC Summary
5.	<Accessible_Disaster_Period_Income>	Difference between <Disaster_Income> and <Total_Allowable_Expenses>
6.	<Maximum_Disaster_Limit>	Disaster Gross Income Limit from EDBC Summary
7.	<Household_Size>	Size of the household

2.42.4 Add New Disaster CalFresh Denial Action

2.42.5 Overview

This effort is to add a new Disaster CalFresh Denial Action.

- **State form/NOA:** Taken from State Form CF 390 (5/19)
- Languages: English and Spanish

2.42.6 Fragment Generation

Populate the following Disaster CalFresh denial action message on the NOA when the Disaster CalFresh is denied.

- Program: Disaster CalFresh
- Action Type: Denial
- Fragment Level: Program
- **NOA Reference on Document List Page:** DCF Denial
- Regulations: MPP 63-900
- NOA Template: CF_NOA_TEMPLATE
- **NOA Title:** Disaster CalFresh Notice of Denial
- **NOA Footer:** CF 390
- **Repeatable:** No
- **Include NA Back 9:** Yes

Refer to Supporting Document #6 for Spanish Translations.

NOA Mockup: See Supporting Document #9

Description	Text
Static	Your application for Disaster CalFresh benefits has been denied because of the following:

Note: English fragment will be in Arial font size 10 and Spanish will generate based on Project standards.

Ordering on NOA: This will be the first fragment generated on the NOA.

2.43 Add New Disaster CalFresh Denial Reasons

2.43.1 Overview

This effort is to add new Disaster CalFresh denial reasons for the below mentioned status reasons.

1. Disaster CF Missed Interview
2. Not in Disaster Area
3. Over Income
4. Not Effected by Disaster

2.43.2 Fragment Generation

Add the following denial reason messages to the Disaster CalFresh Denial NOA when the program fails with any of the Status Reasons.

- Program: Disaster CalFresh
- Action Type: Denial
- Fragment Level: Listed in the table below
- NOA Reference on Document List Page: DCF Denial
- Regulations: MPP 63-900 (Same regulation for all the reasons listed below)
- NOA Template: CF_NOA_TEMPLATE
- NOA Title: Disaster CalFresh Notice of Denial
- NOA Footer: CF 390
- Include NA Back 9: Yes

Refer to Supporting Document #11 for Spanish Translations.

Status Reason	Person Level	Program Level	Text
Disaster CF Missed Interview	Yes	Yes	<Person's_Name> failed to appear for the Disaster CalFresh interview.
Not in Disaster Area	Yes	Yes	<Person's_Name> did not live or work in the disaster area at the time of the disaster.
Over Income	No	Yes	Your household's income and resources exceed the income and resource limits for the Disaster CalFresh Program.
Not Affected by Disaster	Yes	Yes	<Person's_Name> did not experience an adverse effect due to the disaster.

End of Disaster Period	No	Yes	No NOA Required
------------------------	----	-----	-----------------

2.44 Add Existing Reason to Disaster CalFresh Denial NOA

2.44.1 Overview

This effort is to populate the existing reason verbiage on the Disaster CalFresh Denial NOA for the below mentioned status reasons.

1. On Aid Another Case
2. FTP Name/Identity
3. Requested Disc. – Verbal
4. Requested Disc. – Written
5. Written Withdrawal
6. Verbal Withdrawal

Note: A NOA is not required for the reasons No Eligible Mem and No Appl – Req Person.

2.44.2 Fragment Generation

Populate the following denial reason messages on the Disaster CalFresh Denial NOA when the program fails with any of the Status Reasons.

Refer to Supporting Document #11 for Spanish Translations.

Status Reason	Person Level	Program Level	Text
On Aid Another Case	Yes	No	<Person> is currently active on another CalFresh case.
FTP Name/Identity	No	Yes	<Person> did not give us proof of identity.
Requested Disc. – Verbal	No	Yes	You told us on <Notice_Date> that you wanted to stop your application for Disaster CalFresh.
Requested Disc. – Written	No	Yes	

Written Withdrawal	No	Yes	Because you asked, we did so.
Verbal Withdrawal	No	Yes	You have the right to apply again at any time.
Gets Duplicate Aid	Yes	No	<Person> is not eligible on this case as <Person> is already receiving CalFresh or Disaster CalFresh benefits in another County or household. Therefore, <Person> not entitled to receive Disaster CalFresh benefits on this application.
No Eligible Mem	No	Yes	No NOA Required
No Appl - Req Person	No	Yes	No NOA Required

2.44.3 Variable Population

Var#	Variable Name	Description
1.	<Person>	Name of the Primary Applicant
2.	<Notice_Date>	Date on which the notice is generated. Example Format: MM/DD/YYYY

2.45 Suppress the CF Supplemental NOA

2.45.1 Overview

This effort is to suppress the regular CF supplemental NOAs as the regular CF supplemental NOAs should not generate when the 'Disaster CF Supplement' run reason is used.

Note: Currently the below listed fragments could be generated for Benefit Change or Supplement action.

2.45.2 NOAs to suppress

Suppress the following notices when the Disaster CF supplemental NOA generates.

NOAs to suppress	NOA verbiage
CF_CH_CNTBL_INC_INCR_F704	When your income changes, your CalFresh benefits amount also changes.
CF_CH_CNTBL_INC_DCRSD_F703	When your income changes, your CalFresh benefits amount also changes.

2.46 Training: Forms Overview

Update the Forms Overview in Online Help Page with the following details

Field Name	CF 385	CF 303	CF 390
Form Number	CF 385	CF 303	CF 390
Form Name	Application for Disaster CalFresh	Replacement or Disaster Supplement Affidavit	Notice of Approval/Denial for Disaster CalFresh
Form Description	This form serves as the application for Disaster CalFresh Benefits.	This form serves as an affidavit for replacement or supplement of Disaster CalFresh benefits.	Notice to customers that their Disaster CalFresh benefits have been approved/denied.

2.47 Issuance Threshold Updates

2.47.1 Overview

Issuance thresholds are established to determine the amount of benefits or service payments that can be approved by an Eligibility worker without

requiring a supervisor override. This update is to add issuance threshold values for the new Disaster CalFresh Program.

2.47.2 Description of Changes

Add the issuance thresholds for 'Disaster CalFresh' program for all Counties. Please refer to 'DCF_Threshold.xlsx' for the amounts.

NOTE: These values are copied from the current CalFresh Thresholds that we have in the system for a County.

2.48 Previous Potential Benefit Calculation Logic (Online/Batch)

2.48.1 2.43.1 Overview

The Previous Potential Benefit calculation logic is used to determine any previously issued amount for the same program and benefit month, if any such record exists then the system deducts that from the new potential grant amount so that the correct amount is issued to the participant. This update is to add the previous potential benefit logic for the new Disaster CalFresh program.

2.48.2 2.43.2 Description of Changes

Add the previous potential benefit calculations to the Disaster CalFresh program. The calculation will be the sum of all Issued 'Disaster CalFresh' issuances issued through EDBC for the same program and benefit month. The Previous Potential Benefit will be displayed on the EDBC Summary page.

Add the previous potential benefit calculations to the CalFresh program when the EDBC is triggered with the Run Reason of 'Disaster CF Supplement'. The calculation will be the sum of all Issued CalFresh issuances issued for Supplemental disaster benefits through EDBC for the same program and benefit month. The Previous Potential Benefit will be displayed on the EDBC Summary page.

2.49 Overpayment Adjustment Logic

2.49.1 Overview

The overpayment adjustment is a process where if an individual is overpaid and is eligible for benefits, then the system suggests an adjustment. This adjustment is a percentage-based calculation per the cause code of the recovery account. This helps in reducing the balance of recovery account. The transaction is posted as a Benefit Reduction.

As per direction from CDSS, the Disaster CalFresh benefits are not subject to any Benefit Reductions or Offsets. This enhancement is to update the system to not suggest any Benefit Reduction or Offset for Disaster CalFresh program.

2.49.2 Description of Changes

Update the overpayment Adjustment Logic to not suggest any Benefit Reduction or Offset for Disaster CalFresh program.

Update the overpayment Adjustment Logic to not suggest any Benefit Reduction or Offset for CalFresh program and when EDBC Run Reason is 'Disaster CF Supplement'.

2.50 Issuance Sweep Procedures

2.50.1 Overview

The Issuance Sweep procedures does a sweep of all authorized EDBC's where there is no issuance created yet. All Authorizations are then inserted into the ISSUANCE_TRANSACT table to be processed by Issuance Batch. This update is to enhance existing sweeps to exclude the EDBC authorization for a 'Disaster CalFresh' program.

2.50.2 Description of Changes

Update the following Issuance Sweep procedures to exclude EDBC authorizations associated to 'Disaster CalFresh' program. Also, update these sweep procedures to exclude EDBC Authorizations where the Run Reason code is 'Disaster CF Supplement'.

Monthly EDBC Issuance Sweep

Nightly EDBC Issuance Sweep

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Nightly Non-FC EDBC Issuance Sweep
Future Month Supplemental Issuance Sweep
Nutrition Benefit EDBC Issuance Sweep
Future Month Supplemental Issuance Nutrition Benefit Sweep
Future Month Supplemental Issuance GA Sweep
Nightly GA EDBC Issuance Sweep
Monthly GA EDBC Issuance Sweep
Nightly and Monthly WINS Issuance Sweep
Nightly SUAS Issuance Sweep

2.50.3 Programs Impacted

Disaster CalFresh.

2.50.4 Execution Frequency

No change.

2.50.5 Key Scheduling Dependencies

The job will be configured to run concurrently with the other issuance sweep procedures.

2.50.6 Counties Impacted

All CalSAWS Counties

2.50.7 Data Volume/Performance

No Change.

2.50.8 Failure Procedure/Operational Instructions

No Change.

2.51 Issuance Batch

2.51.1 Overview

The Issuance Batch is responsible for creating an Issuance record for each authorization that is subject to be paid on a Monthly/Nightly basis. This update is to configure the Issuance Batch to process authorizations for Disaster CalFresh program.

2.51.2 Description of Changes

Update the Skip Issuance logic in the Issuance Batch to exclude the EDBC authorizations associated to 'Disaster CalFresh' program or Disaster Supplemental Benefits associated to CalFresh program from the following Periodic Reporting and Redetermination Skip Issuance reasons:

Periodic Report Does Not Exist for the Reporting Period

Periodic Report Incomplete

Periodic Report Not Received for the Reporting Period

Periodic Report Received After 10 Day is Not Complete

Redetermination/Recertification Does Not Exist for submit month

Redetermination/Recertification not received for submit month

Redetermination/Recertification received is not complete

Update the Skip Issuance logic in the Issuance Batch to apply the following skip issuance reasons to the EDBC authorizations associated to 'Disaster CalFresh' program:

Primary Applicant Does Not Exist for the Benefit Month

Payee Does Not Exist for the Benefit Month

Payee Mailing Address Cannot be Determined

Aid Code Does Not Exist on Authorization Record

No Payment Method Assigned (LRS/CalSAWS).

Future Month Issuance Cannot be Created Before Last Business Day

Update the issuance batch to populate the issuance type code as 'EBT' for issuance that is associated to the 'Disaster CalFresh' program.

Update the Issuance Batch to populate EBT Account Type as 'Food' to the issuance that is associated to the 'Disaster CalFresh' program.

2.51.3 Execution Frequency

No Change.

2.51.4 Key Scheduling Dependencies

No Change.

2.51.5 Counties Impacted

All CalSAWS Counties

2.51.6 Data Volume/Performance

No Change.

2.51.7 Failure Procedure/Operational Instructions

No Change.

2.52 EBT Outbound Food Benefit Writer Interface (Daily)

2.52.1 Overview

This update is to include issuances associated the Disaster CalFresh program when sending over to the EBT vendor (FIS) in the Food EBT files. Furthermore, the availability date logic for issuances will be enhanced to stagger across the first 10 calendar days based on the last digit of the case number.

2.52.2 Description of Changes

Update the Daily EBT outbound Food Benefit Writer interface to include issuances associated to the Disaster CalFresh program for sending over to the EBT vendor (FIS).

Update the EBT outbound Food Benefit Writer interface to populate the availability Date for Disaster Benefit as always be next day from the Issue Date of the issuance.

Update the EBT outbound Food Benefit Writer interface to populate DFSP as benefit type for a benefit issuance associated to a Disaster CalFresh program.

2.52.3 Execution Frequency

No Change.

2.52.4 Key Scheduling Dependencies

No Change.

2.52.5 Counties Impacted

All CalSAWS Counties

2.52.6 Data Volume/Performance

No Change.

2.52.7 Failure Procedure/Operational Instructions

No Change.

2.53 EBT Outbound Cash Benefit Writer Interface (Daily)

2.53.1 Overview

This update is to exclude issuances associated to the Disaster CalFresh program from sending over to the EBT vendor (FIS) in the Cash EBT files.

2.53.2 Description of Changes

Update the Daily and Monthly EBT Outbound Cash Benefit Writer interface to exclude issuances associated to the Disaster CalFresh program from sending over to the EBT vendor (FIS).

2.53.3 Execution Frequency

No Change.

2.53.4 Key Scheduling Dependencies

No Change.

2.53.5 Counties Impacted

All CalSAWS Counties

2.53.6 Data Volume/Performance

No Change.

2.53.7 Failure Procedure/Operational Instructions

No Change.

2.54 Fund Code Determination

2.54.1 Overview

Fund codes are used to store the accounting string information for a County. Issuances associated to Disaster CalFresh program do not require Fund Codes. This update is to exclude issuances associated to Disaster CalFresh program from the Fund Code Determination batch.

2.54.2 Description of Changes

Update the Fund Code Determination Batch to exclude issuances associated to Disaster CalFresh program, as they do not require Fund Codes to be determined and then sent over to the auditor.

2.54.3 Execution Frequency

No Change.

2.54.4 Key Scheduling Dependencies

No Change.

2.54.5 Counties Impacted

All CalSAWS Counties

2.54.6 Data Volume/Performance

No Change.

2.54.7 Failure Procedure/Operational Instructions

No Change.

2.55 Issuance Detail

2.55.1 Overview

The Issuance Detail page allows the user to view and edit the issuance details for a program and benefit month. In addition, this page also allows the user to replace EBT benefits.

2.55.2 Issuance Detail Page Mockup

2.55.3 Description of Changes

Update Issuance Detail page to enable EBT host to host when rushing a Disaster CalFresh benefit.

Update the Issuance Detail page to send an EBT Benefit Type of "DFSP" via host to host when rushing an issuance associated to Disaster CalFresh program.

Update the Issuance Detail page to send an EBT Benefit Type of "DFSP" via host to host when replacing an issuance associated to Disaster CalFresh program.

Update the Category 623 for Pay Codes to add a new Reference Columns for Disaster CalFresh program with value of 'No'. Update the Issuance Detail Page to allow the user to replace the replacement of a benefit up to the Original Amount of the parent issuance. This update is only applicable to CalFresh and Disaster CalFresh program.

Example:

\$100 CalFresh Benefit issued for 10/2019 on 10/01/2019 – Issuance 1.

Now, a replacement CalFresh Benefit is created for \$60 on 10/23/2019 -- Issuance 2.

User came back for another replacement and can replace Issuance 2 up to \$100 rather than \$60.00 on 10/28/2019 – Issuance 3.

Update the Issuance Detail Page to not display the following 'Print' buttons when the issuance is associated to the 'Disaster CalFresh' program.

Print

Collect

Reissue

External Reissue

2.55.4 Page Location

Global: Case

Local: Case Summary

Task: Issuance History

2.55.5 Security Updates

No Change.

2.55.6 Page Mapping

No Change.

2.55.7 Page Usage/Data Volume Impacts

No Change.

2.56 EBT Repayment Detail

2.56.1 Overview

The EBT Repayment Detail page allows the user to create an EBT Repayment where the user can pay off the recovery account balance from the available funds in the Cash/CalFresh EBT account. This update is to restrict the user from entering EBT repayment on 'DFSP' and 'SDFSP' benefit type.

2.56.2 Description of Changes

Update the EBT Repayment Detail page to display a validation message when the user is trying to do a repayment on 'DFSP' and 'SDFSP' benefit

types. The message will state – “Invalid Benefit Type selected for Repayment.”.

2.56.3 Page Location

Global: Case

Local: Case Summary

Task: EBT Account List

2.56.4 Security Updates

No Change.

2.56.5 Page Mapping

All CalSAWS Counties

2.56.6 Page Usage/Data Volume Impacts

No Change.

2.57 Receipt Detail

2.57.1 Overview

The Receipt Detail page allows the user to view or create a receipt record. This update is to not show the Disaster CalFresh program under the 'Program' drop down list.

2.57.2 Description of Changes

Update the Receipt Detail page to not show the Disaster CalFresh program under the 'Program' drop down list.

2.57.3 Page Location

Global: Fiscal

Local: Collections

Task: Create Receipt

2.57.4 Security Updates

No Change.

2.57.5 Page Mapping

All CalSAWS Counties

2.57.6 Page Usage/Data Volume Impacts

No Change.

2.58 Recovery Account Detail

2.58.1 Overview

The Recovery Account Detail page allows the user to Create, View, Edit the recovery account. The recovery account page displays the information related to the Cause Code, Reason, Status, Balance information and the responsible party associated to the account. This update is to configure the page to allow recovery accounts for Disaster CalFresh program.

2.58.2 Description of Changes

Update the Recovery Account Detail page to allow Disaster CalFresh as a selectable Program Type when creating a Recovery Account.

The same Cause Code and Reasons that are available to CalFresh program would be available for Disaster CalFresh program.

Hide the following buttons when the current status of Recovery Account is 'Discharged':

Activate

Terminate

Suspend

Transfer Out

Show the following buttons when the current status of Recovery Account is 'Discharged':

View Journal (CalSAWS only)

Void

Edit
Close

2.58.3 Page Location

Global: Fiscal

Local: Collections

Task: Recovery Account Search

2.58.4 Security Updates

No Change.

2.58.5 Page Mapping

All CalSAWS Counties

2.58.6 Page Usage/Data Volume Impacts

No Change.

2.59 Overissuance Detail

2.59.1 Overview

The Overissuance Detail page allows the User to add or view the details of an Overissuance. The User must select the Benefit/Service Month, Aid Code, Original Payment and Correct Payment. The Edit and Remove buttons display in the Overpayment Detail page only when the overpayment account has been manually entered. Clicking the Edit button allows the User to edit the details of the Overpayment and clicking the Remove button will remove the record.

2.59.2 Description of Changes

Update Overissuance Detail page to follow the layout of existing CalFresh Overissuance Detail. The Aid Code dropdown will have '09' option available to select.

2.59.3 Page Location

Global: Fiscal

Local: Collections

Task: Overpayment Summary

2.59.4 Security Updates

No Change.

2.59.5 Page Mapping

All CalSAWS Counties

2.59.6 Page Usage/Data Volume Impacts

No Change.

2.60 Issuance Method Detail

2.60.1 Overview

The Issuance Method Detail page allows the user to choose a method of payment for the issuance which can be EBT, Warrant or Direct Deposit. This update is to allow 'EBT' as the issuance method for Disaster CalFresh program.

2.60.2 Description of Changes

Update the Issuance Method Detail page to only allow 'EBT' as a selectable issuance method for Disaster CalFresh program.

Update the Status Reason dropdown to show the following options in the dropdown when the New Issuance Method is 'EBT' for Disaster CalFresh Program.

Client in Public Housing

Eviction threat/Lndlord Hrdshp

Update the Issuance Method Detail page to not populate the EBT Stagger Day field.

Create a CTCR entry for Category 112 for the new Disaster CalFresh program be available to only EBT issuance Method.

2.60.3 Page Location

Global: Fiscal

Local: Case Summary

Task: View Details (Under Program Block)

2.60.4 Security Updates

No Change.

2.60.5 Page Mapping

All CalSAWS Counties.

2.60.6 Page Usage/Data Volume Impacts

No Change.

2.61 Recovery Account Activation Batch (LA County Only)

2.61.1 Overview

The Recovery Account Activation Batch sends Overpayment NOAs for Pending Recovery accounts and then the status for the recovery account is updated from 'Pending' to 'Pending Agreement'. Furthermore, the batch also activates the recovery accounts which are in 'Pending Agreement' status. This enhancement is to update batch to suppress the generation of Overpayment NOAs for Disaster CalFresh Recovery Accounts.

2.61.2 Description of Changes

Update the batch to suppress the generation of Overpayment NOAs for Disaster CalFresh Recovery Accounts and also enhance the batch to not activate the recovery account for Disaster CalFresh program automatically.

2.61.3 Execution Frequency

No Change.

2.61.4 Key Scheduling Dependencies

No Change.

2.61.5 Counties Impacted

Los Angeles County

2.61.6 Data Volume/Performance

No Change.

2.61.7 Failure Procedure/Operational Instructions

No Change.

2.62 Uncollectible Recovery Account Batch

2.62.1 Overview

This enhancement is to update the Uncollectible Recovery Account Batch to find Recovery Accounts associated to Disaster CalFresh program that have been set to 'Pending' status during the batch day and update the Status to 'Discharged' and Status Reason to 'Do not collect'.

2.62.2 Description of Changes

1. Update the batch to track Disaster CalFresh Recovery Accounts with one of the following cause codes when sweeping across the system:
 - a. CalFresh - Admin Caused (prior to 3/2000)
 - b. CalFresh - Admin Caused (after 3/2000)
 - c. CalFresh - IHE (Customer Caused)
2. **For LRS/CalSAWS only**, update the batch not pick Disaster CalFresh Recovery Accounts with any EDBC of Overissuances in following status:
 - Pending Authorization
 - Pending Verification
 - Pending Authorization Random Sampling
3. Update Batch to update Disaster CalFresh Recovery Accounts Status to 'Discharged' and Status Reason to 'CF - \$35 or Less – AE' when meeting all criteria below:
 - a. Original Balance is over \$0 and \$35 or less.
 - b. Cause Code is one of the following:
 - CalFresh - Admin Caused (prior to 3/2000)

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- CalFresh - Admin Caused (after 3/2000)
 - c. Status is Pending, and no Overissuances added to the account for more than 7 calendar days.
4. Update batch to update Disaster CalFresh Recovery Accounts Status to 'Discharged' and Status Reason to 'Policy Threshold Limit' when meeting all criteria below:
- a. Cause Code is one of the following:
 - CalFresh - Admin Caused (prior to 3/2000)
 - CalFresh - Admin Caused (after 3/2000)
 - CalFresh - IHE (Customer Caused)
 - b. QC Findings is 'No'.
 - a. The 'Investigations' is 'None' or 'No Fraud'.
 - c. Status is Pending, and no Overissuances added to the account for more than 7 calendar days.
 - b. There is no active or ineligible Disaster CalFresh program on the Discovery Date **under the same case** of the Recovery Account.
 - c. The Original Balance is over \$35 and \$400 or less.

NOTE: If the Original balance is over \$0 and \$35 or less, the Cause Code is **CalFresh - IHE (Customer Caused)** and there is no active CalFresh program on the Discovery Date **under the same case** of the Recovery Account, then the batch will discharge the account as it is under new threshold policy and dischargeable.

5. Update the Uncollectible Recovery Account Batch to create a Journal Entry whenever a Recovery Account's Status is updated to Discharged.

For LRS/CalSAWS, set the values as follow:

Category – Fiscal

Type – Recovery Account

Message - The Recovery Account XXXXXXXX is Discharged by the System since the Original Balance is less than the threshold defined for the program

2.62.3 Execution Frequency

No Change.

2.62.4 Key Scheduling Dependencies

No Change.

2.62.5 Counties Impacted

All CalSAWS Counties

2.62.6 Data Volume/Performance

No Change.

2.62.7 Failure Procedure/Operational Instructions

No Change.

2.63 Grant Expungement Reader

2.63.1 Overview

This enhancement is to update the Grant Expungement Reader to not apply any expungements to the recovery accounts by excluding the '' benefit type.

2.63.2 Description of Changes

Update the Grant Expungement Reader Interface job to not apply any expungements to the recovery accounts by excluding 'DFSP' and 'SDFSP' EBT Benefit Type.

2.63.3 Execution Frequency

No Change.

2.63.4 Key Scheduling Dependencies

No Change.

2.63.5 Counties Impacted

All CalSAWS Counties

2.63.6 Data Volume/Performance

No Change.

2.63.7 Interface Partner

EBT Vendor - FIS

2.63.8 Failure Procedure/Operational Instructions

No Change.

2.64 EBT Account Aging Reader

2.64.1 Overview

This enhancement is to update the EBT Account Aging Reader Interface job to not generate the forms for Disaster CalFresh program when updating the EBT account status based on the aging period.

2.64.2 Description of Changes

Update the EBT Account Aging Reader Interface job to not generate the following forms for Disaster CalFresh program when updating the EBT account status based on the aging period.

TEMP NA 1232_1

TEMP NA 1232_2

2.64.3 Execution Frequency

No Change.

2.64.4 Key Scheduling Dependencies

No Change.

2.64.5 Counties Impacted

All CalSAWS Counties

2.64.6 Data Volume/Performance

No Change.

2.64.7 Interface Partner

EBT Vendor - FIS

2.64.8 Failure Procedure/Operational Instructions

No Change.

2.65 EBT Warning Letter Reader

2.65.1 Overview

This enhancement is to update the EBT Warning Letter Reader Interface job to not generate the EBT Warning Letter for Disaster CalFresh program.

2.65.2 Description of Changes

Update the EBT Warning Letter Reader Interface job to not generate the EBT Warning Letter for Disaster CalFresh program.

2.65.3 Execution Frequency

No Change.

2.65.4 Key Scheduling Dependencies

No Change.

2.65.5 Counties Impacted

All CalSAWS Counties

2.65.6 Data Volume/Performance

No Change.

2.65.7 Interface Partner

EBT Vendor - FIS

2.65.8 Failure Procedure/Operational Instructions

No Change.

2.66 ARS Claims Writer (LA County Only)

2.66.1 Overview

This ARS Recovery Claims Writer will retrieve new recovery accounts within the previous week and send them to ARS for processing. Furthermore, this job also tracks any Cause Code or Status Code changes to the recovery account. ARS uses this data to sync their system with the LRS/CalSAWS. This update is to modify the logic so that recovery account updates for Disaster CalFresh program are not included in the file.

2.66.2 Description of Changes

Update the ARS Claims writer job to not send the information for the recovery accounts associated to the Disaster CalFresh program that are created in the LRS/CalSAWS system to ARS.

2.66.3 Execution Frequency

No Change.

2.66.4 Key Scheduling Dependencies

No Change.

2.66.5 Counties Impacted

Los Angeles County

2.66.6 Data Volume/Performance

No Change.

2.66.7 Interface Partner

Accounts Receivable System

2.66.8 Failure Procedure/Operational Instructions

No Change.

2.67 ARS Receipt Writer (LA County Only)

2.67.1 Overview

This ARS Recovery Receipts Writer will retrieve new receipts created within the previous week and send them to ARS for processing. ARS uses this data to sync their system with the LRS/CalSAWS. This update is to modify the logic so that receipt updates for Disaster CalFresh program are not included in the file.

2.67.2 Description of Changes

Update the ARS Receipt writer job to not send the information for the receipts associated to the Disaster CalFresh recovery account.

2.67.3 Execution Frequency

No Change.

2.67.4 Key Scheduling Dependencies

No Change.

2.67.5 Counties Impacted

Los Angeles County

2.67.6 Data Volume/Performance

No Change.

2.67.7 Interface Partner

Accounts Receivable System

2.67.8 Failure Procedure/Operational Instructions

No Change.

2.68 ARS Transactions Writer (LA County Only)

2.68.1 Overview

This ARS Recovery Transactions Writer will retrieve new recovery account transactions created within the previous week and send them to ARS for processing. ARS uses this data to sync their system with the LRS/CalSAWS. This update is to modify the logic so that the transaction updates for Disaster CalFresh program are not included in the file.

2.68.2 Description of Changes

Update the ARS Transactions writer job to not send the information for the recovery account transactions associated to Disaster CalFresh recovery account.

2.68.3 Execution Frequency

No Change.

2.68.4 Key Scheduling Dependencies

No Change.

2.68.5 Counties Impacted

Los Angeles County

2.68.6 Data Volume/Performance

No Change.

2.68.7 Interface Partner

Accounts Receivable System

2.68.8 Failure Procedure/Operational Instructions

No Change.

2.69 ARS Program Status Writer (LA County Only)

2.69.1 Overview

This ARS Program Status Writer retrieves all program status changes (active, terminated, etc.) within the previous week and send them to ARS. ARS uses this data to sync their system with the LRS/CalSAWS. This update is to modify the logic so that program status updates for Disaster CalFresh program are not included in the file.

2.69.2 Description of Changes

Update the ARS Program Status writer job to not send the program status updated related to Disaster CalFresh program in the LRS/CalSAWS system to ARS.

2.69.3 Execution Frequency

No Change.

2.69.4 Key Scheduling Dependencies

No Change.

2.69.5 Counties Impacted

Los Angeles County

2.69.6 Data Volume/Performance

No Change.

2.69.7 Interface Partner

Accounts Receivable System

2.69.8 Failure Procedure/Operational Instructions

No Change.

2.70 eCAPS Journal Voucher Writer Interface (LA County Only)

2.70.1 Overview

This Daily and Monthly JVW interfaces forwards the total of EBT cash (non-food) benefits issued for each fund code, grouped by availability date and bank account code, to the eCAPS. The daily JVW file sends expenditures for supplemental and service payment issuances whereas the monthly JVW file sends main payroll expenditures. In addition, the daily JVW also sends EBT repayments as a negative line item. The Month-End JVW interface file sends the data for cancelled benefits and received expungements. This update is to exclude the issuances associated to Disaster CalFresh program from the three JVW interface files.

2.70.2 Description of Changes

Update the following JVW jobs for Los Angeles County so that the accounting information for issuances associated to the 'Disaster CalFresh' program is not sent to eCAPS, as eCAPS does not require LA County to send issuances related to Food Benefits.

Daily JVW

Monthly JVW

Month End JVW

2.70.3 Execution Frequency

No Change.

2.70.4 Key Scheduling Dependencies

No Change.

2.70.5 Counties Impacted

Los Angeles County

2.70.6 Data Volume/Performance

No Change.

2.70.7 Interface Partner

eCAPS.

2.70.8 Failure Procedure/Operational Instructions

No Change.

2.71 EVSS and EVOG (LA County Only)

2.71.1 Overview

This EVOG and EVSS files sends funding adjustments such as those resulting from aid code changes after EDBC recalculation to eCAPS. The EVOG/EVSS files sends adjustments for all cash benefits regardless of issuance method (EBT, warrant, direct deposit).

2.71.2 Description of Changes

Update the following eCAPS jobs for Los Angeles county so that the adjustments about the issuances associated to the Disaster CalFresh program are not sent to eCAPS.

EVOG

EVSS

2.71.3 Execution Frequency

No Change.

2.71.4 Key Scheduling Dependencies

No Change.

2.71.5 Counties Impacted

Los Angeles County

2.71.6 Data Volume/Performance

No Change.

2.71.7 Interface Partner

eCAPS.

2.71.8 Failure Procedure/Operational Instructions

No Change.

2.72 Benefit Issuance Pre-Claiming

2.72.1 Overview

Benefit Issuance Pre-Claiming batches are used to identify issuances for claiming where the status is updated to Issued, Manually Issued, or Canceled between the Last Success Date and Batch Date.

2.72.2 Description of Changes

Update the Benefit Issuance Pre-Claiming module to include all Disaster CalFresh issuances that are Issued, Manually Issued, or Canceled between the Last Success Date and Batch Date.

Update the Benefit Issuance Adjustment Pre-Claiming module to include all Accepted and Saved recalculated EDBC's for Disaster CalFresh that are run between the Last Success date and Batch Date.

Update the Benefit Issuance Expungement Pre-Claiming module to include all expungements for issuances associated to the Disaster CalFresh program received between the Last Success date and Batch Date.

2.72.3 Execution Frequency

No Change.

2.72.4 Key Scheduling Dependencies

No Change.

2.72.5 Counties Impacted

All CalSAWS Counties

2.72.6 Data Volume/Performance

No Change.

2.72.7 Failure Procedure/Operational Instructions

No Change.

2.73 Benefit Issuance Claiming

2.73.1 Overview

Benefit Issuance Claiming jobs are used to claim the issuances that were identified by the pre-claiming job. This job is to update the claiming jobs to claim the issuances associated to Disaster CalFresh program as 'Federal'.

2.73.2 Description of Changes

Update the Benefit Issuance and Benefit Issuance Adjustment modules to calculate the following data points for 'Disaster CalFresh' issuances. All calculations will be based on the EDBC that authorized the 'Disaster CalFresh' issuance for Benefit Issuance claiming or the latest Accepted and Saved Recalculated EDBC in the benefit month for Benefit Issuance Adjustment claiming.

Federal Amount – For 'Disaster CalFresh' issuances, this field will be the total issuance amount.

Non-Federal Amount – For 'Disaster CalFresh' issuances, this field will be \$0.

Federal Adult Count - For 'Disaster CalFresh' issuances, this field will be derived if the latest EDBC determines the person as an 'Adult' and the Claim Code is 'Federal'.

Federal Child Count - For 'Disaster CalFresh' issuances, this field will be derived if the latest EDBC determines the person as a 'Child' and the Claim Code is 'Federal'.

Non-Federal Adult Count - For 'Disaster CalFresh' issuances, this field will be derived if the latest EDBC determines the person as an 'Adult' and the Claim Code is 'Non-Federal'.

Non-Federal Child Count - For 'Disaster CalFresh' issuances, this field will be derived if the latest EDBC determines the person as a 'Child' and the Claim Code is 'Non-Federal'.

Update the Benefit Issuance Adjustment module to trigger the adjustments for an aid code change and person counts change. Also,

calculate the following data points for 'Disaster CalFresh' issuances. All calculations will be based on the EDBC that authorized the 'Disaster CalFresh' issuance for Benefit Issuance claiming or the latest Accepted and Saved Recalculated EDBC in the benefit month for Benefit Issuance Adjustment claiming.

Federal Amount – For 'Disaster CalFresh' issuances, this field will be the total issuance amount.

Non-Federal Amount – For 'Disaster CalFresh' issuances, this field will be \$0.

Federal Adult Count - For 'Disaster CalFresh' issuances, this field will be derived if the latest EDBC determines the person as an 'Adult' and the Claim Code is 'Federal'.

Federal Child Count - For 'Disaster CalFresh' issuances, this field will be derived if the latest EDBC determines the person as a 'Child' and the Claim Code is 'Federal'.

Non-Federal Adult Count - For 'Disaster CalFresh' issuances, this field will be derived if the latest EDBC determines the person as an 'Adult' and the Claim Code is 'Non-Federal'.

Non-Federal Child Count - For 'Disaster CalFresh' issuances, this field will be derived if the latest EDBC determines the person as a 'Child' and the Claim Code is 'Non-Federal'.

2.73.3 Execution Frequency

No Change.

2.73.4 Key Scheduling Dependencies

No Change.

2.73.5 Counties Impacted

All CalSAWS Counties

2.73.6 Data Volume/Performance

No Change.

2.73.7 Failure Procedure/Operational Instructions

No Change.

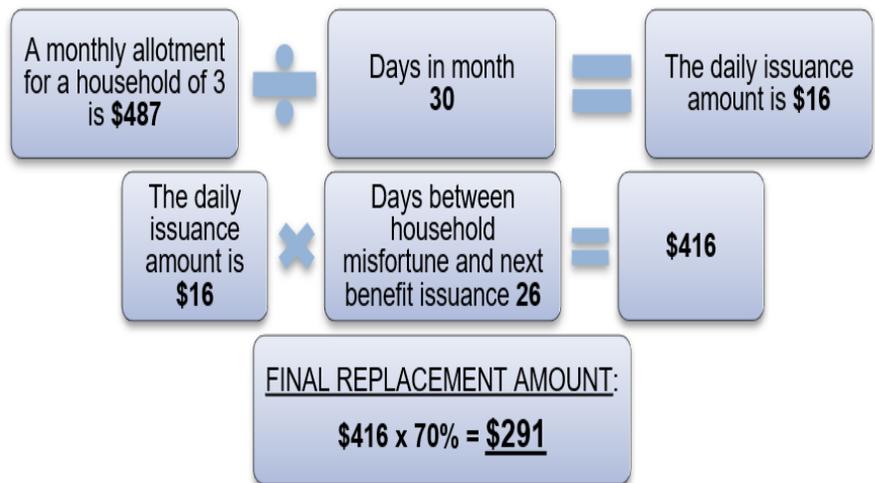
2.74 CalFresh Benefit Issuance Replacement Batch

2.74.1 Overview

The System allows CalFresh Benefits to be replaced in the event of a disaster. This is currently achieved through a Data Change Request every time after receiving approval from CDSS for mass replacement for eligible Zip Codes and replacement percentage of the benefit amount. This Update would create a new batch process which would eliminate the need of DCR whenever a disaster happens and automate the mass replacement process.

2.74.2 Description of Changes

1. Create a new batch process to automate the CalFresh Mass Replacement.
2. The following conditions will be used to identify records for processing:
 - a. The Issuance for the disaster Month is in Issued Status and has not been previously replaced.
 - b. The Issuance is not a SUAS or WINS benefit.
 - c. The current Payee for the CalFresh program had a Physical Address within the disaster eligible zip codes on the date approved by the State.
 - d. The amount for Replacement Benefit will be calculated per the following rules:
 - l. If the Replacement is due to the result of a Power Outage then the county should consider that households typically spend some percent of their monthly CalFresh benefits on perishable food items and thus, the county can choose to replace up to some percent of benefits as described the following figure.



- II. If the Replacement is due to the result of structured loss or irreparable damages, the County should not limit replacements up to some percentage. Using the above figure as an example of how to determine the benefit replacement amount due to structure loss or irreparable damages, the final benefit replacement amount would remain at \$416.
 - III. Replace the Benefit up to a certain percentage of the previously Issued Monthly Benefit. Using the above figure as an example, if the County or State decides to replace up to 40% of the previous benefit (\$487) then the final benefit replacement amount would be \$195.
3. For each record that is identified for processing from the above step, the system will create the replacement issuance that will be sent to the EBT vendor via nightly batches.
 4. Validate the Zip Code or List of Zip Codes provided/inserted into the new table. The zip code should be of 5 digits.
 For Ex. 90650 or 90650,90651 if multiple zip codes are affected by a disaster.
 5. Add a new Category in Database to store the type of Disaster. The category will have the following three values:
 - a. Power Outage
 - b. Structured Loss or Irreparable Damages
 - c. Other
 6. Create a new database table 'EBT_DISASTER' that will store the required information released by the State to replace the Issuances for the disaster. The following columns will be a part of this table.

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- d. ID NUMBER - This is a system-generated unique identifier for an instance of this table to be used as the primary key.
- e. COUNTY_CODE VARCHAR2(3) - 15 - The county for which the Disaster is requested.
- f. BEG_DATE DATE - The Begin Date for the Disaster Period.
- g. END_DATE DATE - The End Date for the Disaster Period.
- h. PGM_CODE VARCHAR2(3) - 18 - This is a program code for the Disaster Issuance.
- i. PERCENT NUMBER - This number captures the agreed percentage of the disaster grant that will be used to calculate the benefit amount.
- j. EFF_MONTH DATE - This date represents the benefit month for the original issuance.
- k. AVAIL_DATE DATE - This date represents the date the funds were available to the customer for the original issuance.
- l. ZIP_CODE VARCHAR2(2000) - This column stores the 5-digit USA zip code where the Disaster occurred.
- m. TYPE_CODE VARCHAR2(3) - This column stores the type of Disaster.
- n. DESCR VARCHAR2(2000) - This column will store the journal description or any message that the SAWS want to put as a Journal Entry.
- o. CREATED_ON TIMESTAMP (6) - This column captures the DATE/TIME when a specific instance of this table was last created. This field will be populated by the DATABASE.
- p. UPDATED_ON TIMESTAMP (6) - This column will capture the date/time when a specific instance of this table was last updated. This field will be populated by the database.
- q. CREATED_BY VARCHAR2(30) - This column captures the name of the person who created a specific instance on this table. This field will be written by the application.
- r. UPDATED_BY VARCHAR2(30) - This column captures the name of the person who last updated a specific instance on this table. This field will be written by the application.
- s. Type Code - This code captures the type of Disaster. This will indicate whether the issuance is through a Warrant, Manual EBT, etc.

2.75 Disaster CalFresh Daily Report

2.75.1 Overview

When a disaster has been declared and disaster functionality is enabled for one or more counties in LRS/CalSAWS, the Disaster CalFresh Daily Report is generated daily to assist counties with reporting disaster CalFresh statistics to the California Department of Social Services (CDSS). The report will be updated to reflect the logical changes made for the automation of the Disaster CalFresh program.

2.75.2 Disaster CalFresh Daily Report Screenshot

D-CalFresh Daily Report		
DOWNLOAD REPORT FORM FROM: http://www.cdss.ca.gov/inforesources/Research-and-Data/DSSDB		
E-MAIL COMPLETED REPORT FORM TO: admDisasterCF@dss.ca.gov		
COUNTY NAME	VERSION	REPORT PERIOD
Butte		5/16/2018
1. New Apps Taken.....	1	7
2. New Approved: Households.....	2	4
3. New Approved: Persons.....	3	7
4. New Approved: Total Benefits.....	4	\$2,719.00
5. Average Benefit Per New HH (\$).....	5	\$679.75
6. Households Denied.....	6	3
7. Supplements Approved: Households.....	7	5
8. Supplements Approved: Persons.....	8	6
9. Supplements Approved: Total Benefits.....	9	\$2,908.00
10. Average Benefit Per Ongoing HH (\$).....	##	\$581.60
11. Total New + Ongoing Benefits.....	##	\$5,627.00
COMMENTS		
Revised Report Explanation (if "Revised" is selected)		
CONTACT PERSON (Print)	TELEPHONE	EXTENSION
TITLE/CLASSIFICATION	E-MAIL	DATE SUBMITTED

Note: There will be no updates made to the report template.

2.75.3 Description of Change

1. Update the following Lines items in the Summary sheet to evaluate for the Disaster CalFresh program rather than the CalFresh program. This applies to the detail data presented in the detail sheet, which is used to calculate the line item summary counts.
 - Line 1 – **New** Apps Taken
 - Line 2 - New Approved: Households
 - Line 3 - New Approved: Persons
 - Line 4 - New Approved: Total Benefits
 - Line **6** - Households Denied

Code (18)	Short Description
DC	Disaster CalFresh

2.75.4 Counties Impacted

All CalSAWS counties will be impacted by the changes made to the Disaster CalFresh Daily Report.

2.75.5 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: State**

2.76 CalFresh Disaster Issuance Daily Report

2.76.1 Overview

The CalFresh Disaster Services Daily Report along with the Disaster CalFresh Daily Report are used by counties in reporting disaster CalFresh statistics to the California Department of Social Services (CDSS). The CalFresh Disaster Services Daily report will be renamed to the CalFresh Disaster Issuance Daily Report and the logic will be updated to reflect the logical changes made for the automation of the Disaster CalFresh program.

2.76.4 Counties Impacted

All CalSAWS counties will be impacted by the changes made to the CalFresh Disaster Issuance Daily Report.

2.76.5 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: Fiscal**

2.77 Update Fiscal Cash Reports

2.77.1 Overview

Without change, several fiscal cash reports will incorrectly include Disaster CalFresh issuance information. This information needs to be excluded.

The Daily Claiming Adjustment Report and the Exception Issuance Exception Report will be updated to include Disaster CalFresh information.

2.77.2 Description of Change

1. Update the following reports to exclude Disaster CalFresh information
 - Cash EBT Production Reconciliation Report
 - Supplemental Benefit Issuance EBT Register
 - Supplemental Benefit Manual EBT Issuance Register
 - Month-End JWV Cancellations and Expungements Report
 - Payroll Customer EBT Cancellations and Expungements Report
 - Daily Journal Voucher Warrant Report
 - JWV Daily Details Report
 - JWV Month-end Details Report
2. Update the following reports to correctly display and identify Disaster CalFresh issuances:
 - Daily Claiming Adjustment Report
 - Issuance Exception Report

Technical Note: No template changes will be made to the above listed reports. The program code will be included in the list of programs to evaluate for.

2.77.3 Counties Impacted

All CalSAWS counties will be impacted by the changes made to the fiscal cash reports.

2.77.4 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: Fiscal**

2.78 Update the Workload Inventory Export Report

2.78.1 Overview

The Workload Inventory Export report provides an extract of results from the Eligibility Workload Inventory page. The report will be updated to reflect the changes made to the Workload Inventory online page.

2.78.2 Description of Change

1. Add the program Disaster CalFresh to the Eligibility Workload Inventory Export Report.
2. When a Disaster CalFresh program is retrieved, display 'DCF' in the Program column.

2.78.3 Counties Impacted

All CalSAWS counties will be impacted by the changes made to the Workload Inventory Report.

2.78.4 Report Location

- **Global: Eligibility**
- **Local: Workload Inventory**
- **Task: Workload Inventory**

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	CF 385 - English	CF385_EN.pdf
2	Client Correspondence	CF 303 - English	CF303_EN.pdf
3	Client Correspondence	CF 303 - Spanish	CF303_SP.pdf
4	Client Correspondence	Standard Header	Standard Header.pdf
5	Client Correspondence	CF 390 - English	CF390_EN.pdf
6	Client Correspondence	CF 390 - Spanish	CF390_SP.pdf
7	Client Correspondence	DCF Approval Notice	Approval_Notice.pdf
8	Reports	CalFresh Disaster Issuance Daily Report Mockup	CalFresh Disaster issuance Daily Report Mockup.xls
9	Client Correspondence	DCF Denial Notice	Denial_Notice.pdf
10	Security	Security Matrix	CA-200879 DCF Security Matrix.xls
11	Client Correspondence	Spanish Translations	Disaster CalFresh Spanish Translations.zip

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.2.2	The LRS shall produce reports that provide the detail LRS Data that will be used to complete the reports required by federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures.	The Disaster CalFresh Daily Report mandated by CDSS is being updated to properly report on Disaster CalFresh.
2.8.1.21	The LRS shall automate eligibility determination and benefit calculation for certain individual and case changes.	New eligibility logic for Disaster CalFresh program.
2.18.3.7	The LRS shall identify case actions that require a notice, NOA, form, letter, stuffer, or flyer, and shall generate that appropriate notice, NOA, form, letter, stuffer, or flyer, using variable case-specific information.	Automation of Disaster CalFresh forms and notices.
2.20.1.2	The LRS shall trigger automated requests for LRS Data exchange of information with other systems, based on information captured during the application registration, application evaluation, intake, case maintenance, and referral processes.	Modification on IEVS Interface and modification on the Kofax to support the Disaster CalFresh forms.