

September 4, 2019

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

COUNTY FISCAL LETTER NO. 19/20-17

The purpose of this County Fiscal Letter is to provide County Welfare Departments with claiming instructions for the California Work Opportunity and Responsibility to Kids Outcomes and Accountability Review process, effective with the September 2019 quarter.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

September 4, 2019

COUNTY FISCAL LETTER (CFL) NO. 19/20-17

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALWORKS PROGRAM SPECIALISTS
ALL CALFRESH PROGRAM SPECIALISTS
ALL COUNTY WELFARE-TO-WORK COORDINATORS
ALL CONSORTIA PROJECT MANAGERS
ALL COUNTY REFUGEE PROGRAM COORDINATORS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO
KIDS OUTCOMES AND ACCOUNTABILITY REVIEW CLAIMING

REFERENCE: [SENATE BILL \(SB\) 89 \(CHAPTER 24, STATUTES OF 2017\);](#)
[WELFARE AND INSTITUTIONS CODE \(WIC\) SECTION 11523;](#) [ALL](#)
[COUNTY INFORMATION NOTICE \(ACIN\) I-49-18, DATED](#)
[AUGUST 2, 2018;](#) [ALL COUNTY LETTER \(ACL\) 19-40, DATED](#)
[APRIL 26, 2019](#)

The purpose of this CFL is to provide County Welfare Departments (CWDs) with claiming instructions for the California Work Opportunity and Responsibility to Kids (CalWORKs) Outcomes and Accountability Review (Cal-OAR) process, effective with the September 2019 quarter.

Cal-OAR Background

The Cal-OAR initiative was passed into law by SB 89 (Chapter 24, Statutes of 2017). The purpose of Cal-OAR is to establish a local, data-driven program management system that facilitates continuous improvement of county CalWORKs programs by collecting, analyzing, and disseminating data regarding outcomes and best practices.

As required by statute and described in [ACIN I-49-18](#), dated August 2, 2018, the CDSS convened a stakeholder workgroup beginning in September 2017 comprised of representatives from CWDs, legislative staff, interested welfare advocacy and research

organizations, current and former CalWORKs recipients, organizations that represent county human services agencies and county boards of supervisors, and representatives of community colleges, tribal organizations, the workforce investment system, and other stakeholders. The workgroup was charged with providing recommendations to CDSS on the Cal-OAR components and the work plan by which Cal-OAR is conducted. The workgroup presented its initial recommendations in April 2019, and it will continue to be convened as needed in the future (refer to [ACL No. 19-40](#), dated April 26, 2019).

The Cal-OAR process consists of three main components: performance measures, a CalWORKs County Self-Assessment (Cal-CSA) process, and a county CalWORKs System Improvement Plan (Cal-SIP) that includes a peer review component. The Cal-OAR process is structured into three-year cycles, with a Cal-CSA and Cal-SIP required from each county once every three years. The first three-year cycle began July 2019 and concludes June 2022.

Cal-OAR Claiming Instructions

County expenditures related to the Cal-CSA, the Cal-SIP, and the Cal-SIP Progress Report should be claimed to Program Code (PC) 434 (CalWORKs Outcomes and Accountability Review). Claiming instructions for the Peer Review component of the Cal-SIP process will be released in a forthcoming CFL. Funding for the Cal-OAR process is provided through the CalWORKs Single Allocation. If costs claimed to the Single Allocation exceed the total amount allocated for the Single Allocation, excess costs will be shifted to 100 percent county only funds through State Use Only code 657 (CalWORKs Single Allocation).

The following is a list of the PC, Time Study Code (TSC), Program Identifier Numbers (PINs), and Direct-To-Program (DTP) code that have been created to claim the costs associated with the Cal-OAR process.

PC	434	CalWORKs Outcomes and Accountability Review
TSC	4341	CalWORKs Outcomes and Accountability Review
PIN	434068	Direct Costs
PIN	434088-91*	Support Operating
PIN	434092	Casework OT/CTO Costs
PIN	434093	Support Staff – OT/CTO Costs
PIN	434094	Start Up/Nonrecurring Costs
DTP	B47	Cal-OAR
The sharing ratio for PC 434 is 61/39/00/00 (Federal/State/Health/County)		

**The County must have a Letter of Intent on file with CDSS to use Support/Operating PIN Codes (88-91).*

Time Study Instructions

Effective the date of this letter, counties may time study activities associated with the implementation of Cal-OAR to TSC 4341. The description of TSC 4341 is as follows:

TSC 4341 (CalWORKs Outcomes and Accountability Review)

This code captures costs of CalWORKs Outcomes and Accountability Review (Cal-OAR) related activities. These activities include, but are not limited to, reporting and verification of performance measures data, developing county self-assessments, engaging stakeholders within the Cal-OAR process, developing and implementing the system improvement plans, and drafting progress reports.

Support Staff Costs

Counties may use DTP code B47 to charge support staff costs related to the Cal-OAR program. This code may be used in this way irrespective of whether the county has time study hours recorded to TSC 4341 in any particular claiming quarter.

Contact Information

Fiscal questions regarding this letter may be directed to fiscal.systems@dss.ca.gov. Programmatic questions regarding Cal-OAR may be directed to Cal-OAR@dss.ca.gov. Additional information regarding the Cal-OAR process can also be found on the Cal-OAR website at <http://www.cdss.ca.gov/inforesources/CalWORKs/Cal-OAR>.

Sincerely,

Original Document Signed By:

SALENA CHOW, Chief
Fiscal Forecasting and Policy Branch