CalSAWS M&E	CalWIN Migration	
Distribution Date:	July 15, 2022	
To:	PPOC.18; Consortium.SectionDirectors; Consortium.RegionalManagers.All	
CIT Name:	CalSAWS Question & Answer (Q&A) Session: Eligibility Overview	
From:	CalSAWS Project	
PPOCs, please forward to the appropriate impacted staff in your county:		
Policy CW CF MC CMSP FC/KG/AA Child Care	÷	Fiscal Caseload Movement Management Fiscal Security Batch and Interfaces Imaging Migration
	gram(s)_Homeless Assistance	Conversion
BenefitsCal	Your Benefits Now!	
Customer Correspondence		☐ Training
Other		Help Desk

Description: (Including any step-by-step instructions)

Purpose

The purpose of this CIT is to notify the 18 CalWIN Counties of the upcoming Eligibility Overview Question and Answer (Q&A) Session that will be held on **Wednesday**, **July 27, 2022**. The Q&A Session will provide CalWIN Counties with an overview of Eligibility functionality.

Background

The Q&A Sessions are designed to provide CalWIN Counties a high-level overview of CalSAWS functionality. Previously recorded Just-in-Time Demos (JIT) on Eligibility Case Processing and Change Reason can be found on the CalSAWS Web Portal and provide detailed CalSAWS system functions. The Q&A Sessions are not meant to train staff but provide an overview and familiarity of the pages associated to Eligibility programs in CalSAWS and provide an opportunity to answer questions that staff may have after viewing the Just-in-Time Demos.

Recommended Attendees:

The intended audience for this session is CalWIN County staff who determine eligibility for the following programs: CalWORKs (CW) and CalFresh (CF). It is highly recommended County staff review the previously recorded Just-in-Time Demos and supporting materials. Additionally, staff should be familiar with CalSAWS system navigation and/or have spent time in the Sandbox environment.

Webinar Logistics (ZOOM) Session Date: Wednesday, July 27, 2022 Session Time: 1:30 pm – 3:30 pm **Duration: 2 hours** Additional Information: The Q&A Session will be presented via ZOOM (see attached ZOOM participant guide). Please join the session 10 minutes early to ensure that there are no connectivity issues, as we will be beginning the session at the designated start time. When participants join the meeting, please use the following naming convention: Region #- County Name- Participant Name. Example: R1- Contra Costa- Mickey Mouse Note: The Q&A Session will be recorded and posted to the CalSAWS Web Portal along with a Q&A document and any other supporting documentation. Below is the Web Portal navigation path and hyperlink: Below is the Web Portal navigation path and hyperlink for the Just-in-Time Demos: County Action: An Outlook meeting invitation will be sent to the PPOCs with the webinar details one week prior to the event. The PPOCs are responsible for forwarding the meeting invite to the appropriate staff. If you have questions on this CIT, please reach out to the Primary Contact listed below and cc your Regional Manager(s). Primary Project Araceli Gallardo Contact: CalSAWS Change Management Lead (Name and GallardoA@CalSAWS.org email address) (916) 851-3103 Backup Project Helen Cruz Contact: CalSAWS Change Management Lead (Name and Cruzh@CalSAWS.org email address) (916) 851-3327 Attachments: CIT 0188-22 CalSAWS Zoom Participant Guide.doc Web Portal

OR

Link:

You may also retrieve the CIT document and attachments by following these steps:

- 1. Click on the CRFIs & CITs link at the top of the page.
- 2. Click on the "CalSAWS Information Transmittal (CIT)" folder.
- 3. Click on the "2022" folder.
- 4. Click on the appropriate CIT # folder.

