

**AMENDED RESTATED AND REVISED MAINTENANCE AND OPERATIONS
AGREEMENT
BY AND BETWEEN
CALSAWS CONSORTIUM
AND
Gainwell Technologies LLC**

Change Order Number Three

AMENDED RESTATED AND REVISED MAINTENANCE AND OPERATIONS AGREEMENT (“AGREEMENT”) ENTERED INTO BY AND BETWEEN THE CALSAWS CONSORTIUM (“CONSORTIUM”), A CALIFORNIA JOINT POWERS AUTHORITY, AND GAINWELL TECHNOLOGIES LLC (“CONTRACTOR”) FOR THE MAINTENANCE AND OPERATIONS OF THE CALWIN SYSTEM.

Pursuant to Subparagraph 22.26.2 of Subparagraph 22.26 (Modifications and Amendments) of Paragraph 22 (General Conditions) of the Agreement, CONSORTIUM and CONTRACTOR agree to modify the Agreement to include changes that do not affect the scope of work, term, payments, Agreement Maximum Amount, or any term or condition of the Agreement, except as provided in this Change Order Number Two. CONSORTIUM and CONTRACTOR hereby agree to the following modifications to the Agreement:

The CalWIN projects below will use approved Premise funds for CalWORKs Time Clock. The approved Premise budget amount for such projects is \$1,413,261.

1. 58079 MOD00 CalWORKs Time Limit Changed to 60 Months
2. 58211 Repeal of the WTW 24-Month Time Clock

The CalWIN Time and Material efforts below will use approved Premise funds for Pandemic Emergency Assistance Fund. The approved Premise budget amount for such efforts is \$434,588.

1. 54782 COVID-19 – CW Time Clock Exemption March
2. 58654 TANF Pandemic Emergency Assistance Fund (completed)
3. 58665 Placeholder HR133 - Update to COVID-19 Emergency Allotments

The following Exhibits are hereby incorporated herein as part of this Change Order Number Three.

1. Exhibit A – Project Approach and Cost (PAC) for project 58079
2. Exhibit B – Modification (MOD) Project Approach and Cost (PAC) for project 58079

3. Exhibit C – Project Approach and Cost (PAC) for project 58211
4. Exhibit D – Project Approach and Cost (PAC) for project 58654

This Change Order Number Three shall be effective upon execution by CONSORTIUM and CONTRACTOR.

Except for those terms of the Agreement expressly modified by this Change Order Number Three, all other terms and conditions of the Agreement shall remain in full force and effect.

Gainwell Technologies LLC

CALSAWS CONSORTIUM

Dated: 10/07/2021

By: *Dawn L. Wilder*
Dawn L. Wilder (Oct 7, 2021 08:51 PDT)

Name: Dawn L. Wilder

Title: Account General Manager

Dated: 10/12/2021

By: *Michael J. Sylvester II*
Michael J. Sylvester II (Oct 12, 2021 10:41 PDT)

Michael Sylvester, Consortium Chair

By: *[Signature]*

Kronick Moskowitz Tiedemann &
Girard,
Consortium Legal Counsel

By: *John Boule*
John Boule (Oct 12, 2021 10:40 PDT)

John Boule, Consortium Executive
Director



PROJECT APPROACH AND COST (PAC)

56753 CALWORKS TIME LIMIT CHANGED TO 60 MONTHS

Project Sponsor: Cecilia Fine; Camie Callis
Document Owner: Cynthia Andrews
Project Manager: Anil Pisharody

Version 2.0
March 3, 2021



PROJECT DELIVERABLE CHANGE LOG

The Project Deliverable Change Log is used to reflect changes to this project deliverable throughout the deliverable management lifecycle.

Version	Brief Description of Change	Date (mm/dd/yyyy)	Author/ Contributor/ Reviewer
0.1.0	Created initial version.	12/08/2020	Cynthia Andrews
0.1.1	PAC Updated	12/11/2020	Donna Rickard
0.1.2	Updated for System Test	12/15/2020	Venkatraghavan Chandran
0.1.3	Reviewed and updated	12/15/2020	C. Robinson
0.1.4	CC Update	01/14/2021	Kent Sutter
0.1.5	Updated for Interfaces	02/16/2021	Lindsey Mitchell
	Received Approval from WCDS	3/3/2021	

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1 EXECUTIVE SUMMARY

The Project Approach and Cost (PAC) combines the elements of the Definitions Document (DD) and Cost Feasibility Study (CFS). This document has been developed to define the project approach and incorporate the appropriate elements of cost. It includes the following major components:

- Scope including identified business requirements
- Cost (Price)
- Assumptions, Risks, Constraints
- Benefits
- Workarounds
- Alternatives, if applicable
- Critical Success Factors
- Training
- Quality Assurance Checklist
- Requirements Traceability Matrix
- Type of Change – Full Governance

AB 79 implements the extension of the CalWORKs time limit for aid to adult recipients from 48 months to 60 months. The change will become effective May 1, 2022, or when the CDSS notifies the Legislature that the Statewide Automated Welfare Systems (SAWS) can perform the necessary automation, whichever is later.

2 PROJECT APPROACH AND SCOPE OF CHANGE

This section provides detailed information regarding the nature of the change, project outcomes, business drivers and other relevant information as defined in the following sections.

2.1 PROJECT STAKEHOLDERS

Role	Name
Executive Sponsor	Diane Alexander
Deputy Director	Lynn Bridwell
Product Owner	Cecilia Fine; Camie Callis
Project Manager	Anil Pisharody
SMEs	Joe Mendez, Kent Sutter, Srinivas Teki, Santosh Ravulapally

2.2 BUSINESS PROBLEM OR BUSINESS DRIVERS

AB 79 implements the extension of the CalWORKs time limit for aid to adult recipients from 48 months to 60 months. The change will become effective May 1, 2022, or when the CDSS notifies the Legislature that the Statewide Automated Welfare Systems (SAWS) can perform the necessary automation, whichever is later.

A mass informing notice containing information regarding these changes must be sent to all CalWORKs recipients at least 90 days prior to implementation. Consistent with current practice, beginning the month of implementation, adult recipients who are subject to the CalWORKs 60-month time limit will receive a Notice of Action (NOA) or an informing notice at specific intervals. CWDs shall notify recipients of their Time on Aid (TOA) at intake, at each redetermination, on their 54th month of aid, between their 54th and 57th month of aid, and on their 57th month of aid. The 54th month notice (CW 2189A), the 57th month notice (CW 2189B), and the TOA NOA message between the 54th and 57th month (M40-107C1) replace the previous notices that were required at the 42nd month to 46th month of aid.

2.3 CURRENT FUNCTIONALITY, IF APPLICABLE

Adult CalWORKs recipients have a 48-month time limit for aid.

2.4 REQUIRED FUNCTIONALITY

The CalWORKs timeclock will be extended from 48 months to 60 months in CalWIN. A mass informing notice will be sent to all CalWORKs recipients 90 days prior to implementation. A CalWORKs 60-month time limit NOA and the informing notices will be sent to recipients at the 54th month and 57th month. All applicable forms and NOAs text will be updated from 48 month to 60-month time limit. Timeclocks will be updated to 60 months for individuals whose timeclocks have expired in May 2022 and for those that have been discontinued prior to May 2022 and are being rescinded. The 46th month notice informing CalWORKs individuals that they would discontinue May 2022 or after will be suppressed. Individuals that have been discontinued due to the CalWORKs 48-month timeclock will not be automatically restored if they are still in the home, requesting aid and on an active case. Prior to being aided, these individuals must complete a CW 8 Statement of Facts for An Additional Person. In addition, the following windows will be modified to display the CalWORKs time-limit clock as 60 months:

1. DC0130N-Display Individual Time Limit Clock Summary -> CalWORKs section > Time On Aid Totals
2. GSO011N-Display Case Overview -> Time Clock (Tab page)
3. IQ0001N-Inquire on Individual Details -> Time on Aid Summary (CWEA) duplicate version of
4. IQ0015N-Inquire on Individual Details -> Time on Aid Summary (CWEA)
5. Home > Search Indv > Display Results > Inquire on Individual Details - TOA (CWA)

2.4.1 Population Impacted

Eligibility Programs	Population Impacted and a Description of the Effect	% of Population or Cases Impacted
CalWORKs	Recipients' timeclocks increased to 60 months from 48 months.	100%

2.4.2 Counties Impacted

County	Population Impacted and a Description of the Effect	% of Population Impacted
All	All CalWIN counties.	100%

2.4.3 County Staff Impacted

County Position	Population Impacted and a Description of the Effect	% of Population Impacted
Eligibility Staff	CalWORKs eligibility workers.	100%

2.4.4 Workgroups Impacted

County Position	Population Impacted and a Description of the Effect	% of Population Impacted
N/A		

2.4.5 Programs Impacted

Program	Y/N	Description of the Affect
Adoption Assistance Program	N	No Expected Impact.
Approved Relative Caretaker (ARC)	N	No Expected Impact.
CalWORKs/RCA	Y	Timeclocks updated in CalWIN to 60 months.
CalFresh	N	No Expected Impact.
CAP	N	No Expected Impact.
Child Care	N	No Expected Impact.
CMSP	N	No Expected Impact.
County Specific	N	No Expected Impact.
Employment Services	N	No Expected Impact.
Foster Care	N	No Expected Impact.
General Assistance/General Relief	N	No Expected Impact.
KinGap	N	No Expected Impact.
Medi-Cal	N	No Expected Impact.

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Program	Y/N	Description of the Affect
Other (specify):	N	No Expected Impact.

2.4.6 Related Impacts

Proposals and Projects	Description of Potential Impacts to Counties
N/A	
County Direct	
N/A	
Service Requests	
N/A	

2.4.7 Affected Groups

This section contains the Affected Groups for this project identified at the time of submission of this deliverable. This section will not be changed if there are changes identified in future phases of the project. If there is a Technical System Design (TSD), this deliverable will contain the final Affected Groups for this project.

Application Services	
Group	Effect Description
Data Access Services (DAS)	No Expected Impact.
Rules Engine (includes Corticon)	No Expected Impact.
Group – Eligibility	Effect Description
Authorization	No Expected Impact.
Benefit Issuance/Foster Care Issuance	No Expected Impact.
Benefit Recovery – BV	No Expected Impact.
EDBC – ARC	No Expected Impact.
EDBC – CalWORKs	CalWORKs logic to tick the clocks will be modified to 60 months from 48 months. Changes to trigger new reason codes for CalWORKs 60 months clock to have smooth transition from 48 to 60 months.

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	Additional SQL packs will be developed to convert these cases and send the informing and time clock notices to clients outside of CalWIN time frame for 48 months due to transition.
EDBC – CAPI	No Expected Impact.
EDBC – CalFresh	No Expected Impact.
EDBC – Foster Care/KinGap	No Expected Impact.
EDBC – GA/GR	No Expected Impact.
EDBC – Medi-Cal	No Expected Impact.
EDBC – Other	No Expected Impact.
EDBC – RCA	No Expected Impact.
Error-Prone	No Expected Impact.
Kiosk	No Expected Impact.
Mass Update	No Expected Impact.
Redetermination – RRR	No Expected Impact.
Simulation	No Expected Impact.
Wrap-up	No Expected Impact.
Group – Input, Interfaces, and Inquiry	Effect Description
ACCESS CalWIN/IVR/VRU/FRTS	No Expected Impact.
Alerts & Tracking	No Expected Impact.
Application Architecture	No Expected Impact.
Application Registration	No Expected Impact.
Appointment Scheduling	No Expected Impact.
Case Assignment	No Expected Impact.
Client Referral	No Expected Impact.
CalWIN Web Application (CWA) – Inquiry	Inquire on Individual Details – TOA window will be updated to include the 60 months' time clocks.
Contact CalWIN	No Expected Impact.

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Data Collection	The CalWORKs section on Time on Aid Totals of Display Individual Time Limit Clock Summary will be updated to reflect the 60 months' time clocks.
Employment Services	No Expected Impact.
General System	Time Clock (Tab page) on Display Case Overview will be updated to reflect the 60 months' time clocks.
Hearings	No Expected Impact.
History Maintenance	No Expected Impact.
Identity and Access Management	No Expected Impact.
Index Clearance	No Expected Impact.
Inquiry	Time on Aid Summary (tab page) in Inquire on Individual Details will be updated to reflect the 60 months' time clocks.
Inter-County Transfer (ICT)	No Expected Impact.
Interfaces	Modify INP011B to generate TOA informing notice at 54/57 months instead of 42/46 and set MU trigger to run EDBC to time out adults with 59 countable months instead of 47.
Interfaces – Floating Views	No Expected Impact.
Interfaces – OSB	No Expected Impact.
Interfaces – Summary View	No Expected Impact.
Providers	No Expected Impact.
Reference Tables Maintenance (App Svcs)	No Expected Impact.
Security (App Svcs)	No Expected Impact.
Traffic Log	No Expected Impact.
Group – Information Reporting	Effect Description
Business Intelligence	No Expected Impact.
Client Correspondence <ul style="list-style-type: none"> a. Notices b. Triggers c. Reason Code d. Exstream including Enterprise Content Management (ECM) 	<ul style="list-style-type: none"> a. Notice modifications: <ul style="list-style-type: none"> • 3 new NOAs will be created. <ul style="list-style-type: none"> ➤ CW 2189A – Time on Aid at 54th Month ➤ CW 2189B – Time on Aid at 57th Month ➤ M40-107C1 – Time on Aid between 54th and 57th Months

<p>e. Translations Required?</p> <p>f. Impact to CC Maintenance Modules?</p>	<ul style="list-style-type: none"> • 22 forms and NOAs will need updating from 48 to 60 months <ul style="list-style-type: none"> ➤ M40-107F ➤ M40-107f1 ➤ M40-107f2 ➤ M40-107G ➤ M40-107J ➤ M40-107j1 ➤ M40-107k ➤ M40-107-CalWIN 1 ➤ M40-107-CalWIN 4 ➤ M40-107-CalWIN 5 ➤ CW 2184 ➤ CW 2186A ➤ CW 2186B ➤ CW 2187 ➤ CW 2190A ➤ CW 2190B Denial ➤ CW 2190B Approval ➤ CW 2191 ➤ CW 2192 ➤ M81-215E ➤ M81-215F ➤ TEMP M40-107a • Excluded from changes: <ul style="list-style-type: none"> ➤ M40-107C – end-dated, replaced by CW 2189A and CW 2189B. ➤ M40-107D – TANF, no changes required. • Variables: <ul style="list-style-type: none"> ➤ 10-15 variables containing Months Remaining on Aid will need to change. ➤ 1 new variable will be needed. • SQL Packs:
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	<p>► May be necessary to update contents of current print queue for correspondences being end-dated.</p> <p>b. New triggers will be needed for M40-107C1. Triggers for M40-107C will be replaced with triggers for CW 2189A and CW 2189B.</p> <p>c. New reason codes will be needed for M40-107C1. Other existing reason codes will be used.</p> <p>d. 3 new NOAs will be created, and 22 forms/NOAs will be updated. The new M40-107C1 will be a clone of M40-107C.</p> <p>e. Updates to each of the translation layers will be made when changing 48 to 60 in each component. The CW 2189A, CW 2189B, and M40-107C1 will be English only, as they are replacing an English only NOA.</p> <p>f. No Expected Impact.</p>
Fraud Referral Tracking System (San Diego County Only)	No Expected Impact.
Management Reporting <ul style="list-style-type: none"> a. Extracts b. Detail c. Summary 	No Expected Impact.
Periodic Reporting	No Expected Impact.
Group – DBA	Effect Description
CalWIN Database – SQL Server	Process Reference Table Requests, Create and Test DML SQL, Review, Optimize and Test SQL Packs, Apply Reference Table Changes in Database Builds, Apply SQL Packs in Production Builds.
Case Copy/Replication (DBA)	No expected impact.
CIS (County Information Server): <ul style="list-style-type: none"> a. CIS Data base schéma changes b. RT changes c. MR Extract changes 	<ul style="list-style-type: none"> a. No Expected Impact. b. Modify an existing Reference Table. c. No Expected Impact.
Database Objects (DBA) <ul style="list-style-type: none"> a. Database tables/columns b. Conversion SQLs c. Code SQL reviews d. Production SQL packs 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. No Expected Impact. d. Process, Review, Optimize, and Test Production SQL Packs.

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Reference Tables Maintenance (DBA)	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. Modify INDV_TM_LIM_CLK_TYP_CD (C6 - CalWORKs 48 Month Clock) to change the description to CalWORKs 60 Month Clock and Tot Months to 60 in the Reference Table RT_INDV_TM_LIM_CLK_TYP. d. No Expected Impact.
Group – Customer Experience	Effect Description
MyBenefits CalWIN	No Expected Impact.
MyBenefits CalWIN Mobile App	No Expected Impact.
General	
Group – Quality	Effect Description
Technical Writer	Review and update deliverables.
Testing – System	<p>System test will test and validate that CalWIN is modified to extend the CalWORKs timeclock from 48 months to 60 months</p> <p>System test will test and validate that CalWIN sends a mass informing notice (about the CalWORKs timeclock change) 90 days prior to implementation.</p> <p>System test will test and validate that CalWIN sends the 60-month time-limit NOA and the informing notices to recipients at the 54th month and 57th month.</p> <p>System test will test and validate that all applicable forms and NOAs text have been updated from 48 month to 60-month time limit</p> <p>System test will test and validate that CalWIN continues to tick the CalWORKs timeclock past 48 months to 60 months for individuals whose timeclocks have expired in May 2022.</p> <p>System test will test and validate that CalWIN updates the timeclocks to 60 months for individuals who have been discontinued prior to May 2022 and are being rescinded.</p> <p>System test will test and validate that CalWIN will suppress the 46th month notice informing CalWORKs individuals that would discontinue May 2022 or after.</p>
Testing – Integration	No Expected Impact.
Operations	
Group – Operations	Effect Description

Batch & Production Support	Execute and monitor Batch during system testing phase as requested.
Capacity Planning	No Expected Impact.
Configuration Management	No Expected Impact.
System DBA Support	No Expected Impact.
Engineering	No Expected Impact.
Management	No Expected Impact.
Middleware & SW Support	No Expected Impact.
Network Services	No Expected Impact.
Security	No Expected Impact.
Storage	No Expected Impact.
Tuxedo	No Expected Impact.
UNIX/Linux Services	No Expected Impact.
Windows Services	No Expected Impact.

3 CRITICAL SUCCESS FACTORS

Critical Success Factor	Description of Expected Measurable Result
Timeclock increased to 60 months.	CalWORKs recipients receive 60 months of aid.

4 TRAINING

Training Artifact	Training Type	High-Level Description of Training
Release Notes and Highlights	Documentation	Release Notes and Highlights are provided as part of the Training Documentation deliverable for the Release Project.
Online User Manual (OLUM)	Manual Update	Updates to the Online User Manual are provided as part of the Training Documentation deliverable for the Release Project. N/A

PROJECT APPROACH AND COST (PAC)

Training Artifact	Training Type	High-Level Description of Training		
Best Practice Guides (BPG)/User Guides (UG)	Manual Update	Updates to the following Best Practice Guides (BPG)/User Guides (UG) are provided as part of the Training Documentation deliverable for this project. <ul style="list-style-type: none"> N/A 		
Systems Operation Plan 35-19 County Responsibilities	Manual Update	Y/N	New or Changing County Responsibilities due to the following Project Change:	Description – Detail actions for any Yes
		N	Reference Table	
		N	CalWIN Security Overview	
		N	Maintenance CalWIN User Accounts	
		N	Mobile/Portal User Support	
		N	Business Intelligence User Accounts	
		N	Employment Services	
		N	Providers	
		N	Case Assignments	
		N	Appointment Scheduling	
		N	Benefit Issuance Setup	
Other	<ul style="list-style-type: none"> Documentation and County Calls Additional County Calls Scenario Workflows Renewal Workflow Charts Medi-Cal Renewal Guide 	N/A		

Training Artifact	Training Type	High-Level Description of Training
	<ul style="list-style-type: none"> As defined during BSM 	

5 ASSUMPTIONS

5.1 GENERAL ASSUMPTIONS

This section documents the known assumptions (as of the submission of this document) associated with the delivery of the proposal/project. The following table provides a list of the assumptions:

Assumption Identifier	Assumption Category	Assumption Description
1.0	Timing	The actual release date is established by the PCB. This PAC's Target Release is valid based on an approval by WCDS by TBD to begin the project. If the approval date is not met, then the Targeted Release will be reassessed during the Project Initiation phase based on the actual time that the project was authorized to begin.
2.0	County Direct	County Direct Service Requests will not impact the M&O and the Counties Change Requests of the Systems for the Counties.
3.0	Staff	Adequate staffing will be available to define the scope, requirements, design, development, testing and deployment.
4.0	Technical	No infrastructure software, hardware, and network upgrades or additions have been scoped as part of this change. They will need to be addressed in a separate change or the estimates; both cost and schedule, on this change will need to be revised to include any such changes. No new environments will be added or setup as a result of this change.
5.0	Scope	Translations will be completed in languages currently available in CalWIN.
6.0	Scope	Simple text change expected for 30 forms and NOAs.
7.0	Technical	New reason codes will be created.
8.0	Technical	The following trigger conditions will be stopped: CAN224, CAN225, CAN226, CAN227

Assumption Identifier	Assumption Category	Assumption Description
9.0	Scope	Individuals who have been discontinued will have to reapply to be added back to the case (may not apply depending on the State's clarification).

5.2 DELIVERABLE ASSUMPTIONS

The following is a list of deliverables to be completed during the delivery of this project.

Included (Yes/No)	Deliverable Name	Deliverable Assumption/Exception
Yes	Project Plan and Work Plan (PWP) – the Work Plan is the PPM schedule	
Yes	Functional Business Requirements (FBR) – includes requirements and Acceptance Criteria from ALM	
Yes	Technical Specifications Document (TSD)	
Yes	System Test Plan (STP) – includes reference to test scripts in ALM	
Yes	System Test Results (STR) – includes reference to test runs and artifacts in ALM	
Yes	Training Documentation – includes updates to BPGs, User Guides, and any training materials. The Training Documentation for the Release Project will include the Release Notes, Release Highlights, Technical Specifications Worksheet, and OLUM updates.	Release Notes and Highlights
No	Delivery Documentation – includes delivery documentation such as updates to Reference Table changes and the RRS Worksheets	
Yes	Post Implementation Report (PIR)	

6 CONSTRAINTS

The following table provides a list of the known business and technical constraints at the time of the submission of this document.

Constraint ID	Type of Constraint	Constraint Description
N/A		

7 BENEFITS

CalWORKs recipients receive 60 months of aid in accordance to AB 79.

Is there a cost if the change is not implemented?	YES	NO
		X

Legal and Regulatory

8 RISKS

This section documents high-level risks identified during the Business Strategy Meeting(s). If a risk identified in the proposal phase is still open when the project is triggered, the risk will be entered into the project in PPM. Throughout the project lifecycle, the project management team will maintain a list of risks in the Project and Portfolio Management (PPM) tool for the project. This list of risks will be reviewed and updated during the course of the project.

The following table summarizes the risks associated with this proposal at the time of submission of this document.

ID	Risk Title	Brief Description of Risk Impact	Overview of the Risk Response Strategy
N/A			

9 ALTERNATIVE APPROACHES, IF APPLICABLE

This section includes a listing of any alternative approaches, if applicable, implementation alternatives and BENDS.

9.1 ALTERNATE APPROACH OVERVIEW IDENTIFIED DURING BSM/ROM PHASE, IF APPLICABLE

N/A

9.2 IMPLEMENTATION ALTERNATIVES

Implementation Alternatives Definition:

1. **Full Automation** – The application is modified to implement the change. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. Full automation would

provide a means to receive and record total child support collected, identify the months that would be affected, and un-tick the clock due to child support reimbursement when appropriate.

2. **Partial Automation** – A portion of the change is implemented by modifying CalWIN. This strategy is used in combination with other strategies such as Adaptation of Application or Manual Implementation. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. Partial automation provides users with the ability to un-tick the clock in CalWIN for prior months using a reason of child support. **Note:** There would be a manual process to identify the applicable months.
3. **No Automation** – A non-automated method, such as a paper process, is used to implement the change. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. A manual process is used to identify the month in which child support reimbursement was received and the clock should be un-ticked.

Alternatives	Price	Benefit*	Negative Impacts
1. Full Automation	N/A		
2. Partial Automation	N/A		
3. No Automation (Manual)	N/A		

9.3 BUSINESS ENVIRONMENT DESIGN STRATEGY (BENDS)

BENDS Required (Y/N)	Brief Description of BENDS Need	Responsible Party for BENDS Development	Comments
N			
County	Contact		
N/A			

10 EXECUTIVE FINANCIAL SUMMARY

10.1 FINANCIAL SUMMARY

The following outlines the cost (price) associated with the scope of changes for this request in the pricing format. This represents a fixed price unless otherwise noted. This price will expire 90 days from submission and may require revision if the project inception is delayed. Once a project is started, invoicing will, however, occur based on the billing table shown in Appendix C.

Work	Cost Subtotals	Cost Totals
Project Planning: Project Plan and Work Plan (PWP)	\$5,799	

PROJECT APPROACH AND COST (PAC)

Work	Cost Subtotals	Cost Totals
<i>(Includes: Initiation of the project, Project Plan and Work plan creation through formal approval, project management oversight through planning phase.)</i>		
Requirements Analysis: Functional Business Requirements (FBR) <i>(Includes: Document creation through to formal approval, any JAD, JRP, etc., project management oversight through FBR phase.)</i>	\$82,897	
Design: Technical System Design (TSD) <i>(Includes: Design, Design Walkthrough and Design document creation through to formal approval, project management oversight through the TSD phase.)</i>	\$47,938	
Test Planning: System Test Plan (STP) <i>(Includes: Test Plan document creation through to formal approval, code and unit test, unit test walkthrough, system test script creation, regression test script updates, and refinement through formal approval, project management oversight through Test Plan phase.)</i>	\$322,586	
Testing: System Test Results (STR) <i>(Includes: Integrated test, system test, and regression test execution and the capture of test results, development of test results documentation through formal approval, development of training and delivery document through to formal approval, project management oversight through the implementation phase.)</i>	\$150,723	
Post Implementation Report (PIR) <i>(Includes: Development and delivery of the post-implementation report deliverable.)</i>	\$1,567	
County Direct only UAT and Release Level Support Price <i>(State assumptions of price)</i>	\$0	
<u>Gainwell Technologies Effort Subtotal</u>		\$611,510
Other <i>(List Hardware, Software, etc.)</i>	\$0	
Operational Support <i>(Ongoing, post-Release)</i>	\$0	
<u>Non-Effort Subtotal</u>		\$0
<u>Grand Total</u>		\$611,510
<u>CalHEERS B Release Level Support</u> <i>(Included in grand total)</i>	\$0	\$0

ROM was waived for this proposal by WCDS; therefore, the 25% cost variance is not applicable.

10.2 TARGETED RELEASE TIMEFRAME

The following is the targeted release timeframe based on the current schedule, scope, and budget. This timeframe may need to be revised if the project inception is delayed.

Suggested Target Release ID	Suggested Target Release Date	Comments and Rationale for Target Release
R68	02/2022	This change will become effective May 1, 2022.

11 QA CHECKLIST

11.1 AREAS OF IMPACT CHECKLIST

Question	Y/N	Notes								
1. Does CalWIN do this today?	Y	Current timeclocks are 48 months.								
2. Would this change be the same for all eligibility programs? If 'No', what eligibility programs are impacted?	N	CalWORKs only.								
3. Would this change be the same for all employment services programs? If 'No', what eligibility programs are impacted?	N	N/A								
4. Would there be any changes to how the windows currently look?	N									
5. Would the new information need to be collected on a new or existing window? If yes, has confidentiality been assessed? Follow the confidentiality guidelines below: <table><tr><th>New Information</th><th>Security On</th></tr><tr><td>Child window</td><td>No</td></tr><tr><td>Search window</td><td>No</td></tr><tr><td>Contains Client Information</td><td>Yes</td></tr></table>	New Information	Security On	Child window	No	Search window	No	Contains Client Information	Yes	Y	DC0130N-Display Individual Time Limit Clock Summary -> CalWORKs section > Time On Aid Totals GSO011N-Display Case Overview -> Time Clock (Tab page) IQ0001N-Inquire on Individual Details -> Time on Aid Summary (CWEA) duplicate version of IQ0015N-Inquire on Individual Details -> Time on Aid Summary (CWEA) Home > Search Indv > Display Results > Inquire on Individual Details - TOA (CWA)
New Information	Security On									
Child window	No									
Search window	No									
Contains Client Information	Yes									

Question	Y/N	Notes
6. Would the change affect the functionality of the window's icons?	N	
7. Do any interface partners receive this information? If Yes, note which partners.	N	
8. Are any Management Reports impacted by this change? If yes, which ones and what would change?	N	
9. Does the change affect Business Intelligence? If yes, which page and what would change?	N	
10. Would the existing correspondence be affected or would new correspondence be required? If so, verify that correspondence is identified in the impacts.	Y	See list of correspondences in Affected Groups – Client Correspondence.
11. Does this change how eligibility is determined?	N	
12. Would the new information need to display on the CalWIN Web application?	N	
13. Are there end-user references to Food Stamps in the system components impacted by this CR?	N	
14. Were the WCDS Guiding Principles for Standardization considered in developing this change?	Y	WCDS Guiding Principles for Standardization were considered.
15. Is there an impact to County Direct services?	N	
16. Will this require changes to the Software Report?	N	

11.2 DELIVERABLE CHECKLIST

QA Activity	Requirement Verified/Not Verified	Notes
The correct deliverable template is used.	Verified	

QA Activity	Requirement Verified/Not Verified	Notes
No sections were removed from deliverable.	Verified	
Check the title page for the title, project reference, sponsor, owner, version, and date.	Verified	
Headers/footers are correct.	Verified	
Table of Contents updated.		
Sections/fields are completed (except the Approval section) or N/A entered if the section is not applicable.	Verified	
Template instructions removed.	Verified	
Correct any obvious formatting inconsistencies.	Verified	
Perform grammar/spell check.	Verified	
If any clarifications needed, enter comments via Comment Log. If there were any QA comments requiring rework, re-review deliverable after updates are made.	Verified	

12 REQUIREMENTS TRACEABILITY MATRIX

The following table list Business Requirements included in the scope of this Project Approach and Cost. If there are existing business requirements that are being modified or retired, the source for these business requirements is ALM. If the business requirement is new, the ALM reference information is N/A.

12.1 NEW MODIFIED OR RETIRED REQUIREMENTS

This table includes a list of Business Requirements impacted by this change that are known at the time of submission of this PAC. The source for these Business Requirements is ALM if there are existing Business Requirements that are being modified or retired.

PROJECT APPROACH AND COST (PAC)

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
1	CalWIN must extend the CalWORKs timeclock from 48 months to 60 months.	CalWIN		New
2	CalWIN must send a mass informing notice 90 days prior to implementation.	CalWIN		New
3	CalWIN must send the 60-month time-limit NOA and the informing notices to recipients at the 54th month and 57th month.	CalWIN		New
4	<p>Modify all 60-month Time on Aid related notices to reflect the new 48-month time limit. Reason codes for these notices are: CAF330, CAF331, CAF332, CAF333, CAN224, CAN225, CAN226 and CAN227. CAN804 is also impacted. Modify all calculations on these notices that are based on a 60-month time limit to a 48-month time limit. Migrated from Monthly Release CR5583</p> <p>Modify:</p> <p>CalWIN must modify the CW 48-month Time on Aid related notices to reflect the new 60-month time limit.</p>	CalWIN	11373	Modify
5	CalWIN must continue to tick the CalWORKs timeclock past 48 Months to 60 months for Individuals whose timeclocks have expired in May 2022.	CalWIN		New
6	CalWIN must update timeclocks to 60 months for Individuals who have been discontinued prior to May 2022 and are being rescinded.	CalWIN		New
7	CalWIN must suppress the 46th month notice informing CalWORKs individuals that would discontinue May 2022 or after.	CalWIN		New
8	CalWIN must trigger the M40-107G when an individual who has reached the 48th month CW 48 Time Limit.	CalWIN	36680	Modify

PROJECT APPROACH AND COST (PAC)

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
	Modify: CalWIN must trigger the M40-107G when an individual has reached the 60th month on the CW 60 MTC.			
9	CalWIN must discontinue the individual when 60-month CW Time Clock has expired.	CalWIN		New
10	CalWIN must display the CalWORKs time-limit clocks as 60 months on data collection windows.	CalWIN		New

Any additional requirements identified during the development of the PAC are identified in the following table.

Line Number	Business Requirement (During PAC phase)	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
N/A				

12.2 IMPLEMENTED REQUIREMENTS NOT MODIFIED

This table includes a list of Business Requirements impacted but not modified by this change known at the time of submission of this PAC. The source for these business requirements is ALM. Implemented requirements are included to help define business process areas impacted by the change yet do not have direct requirements changes.

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference
N/A			

13 ACCEPTANCE SIGNOFF

Acceptance Signoff for this deliverable 56757 is captured in the Project and Portfolio Management (PPM) tool via the Deliverable Management process.

14 APPENDIX A – DESIGN NOTES

This Appendix includes design notes related to Reference Table (RT) Only changes.

14.1 CIS CHECKLIST

Will the Implementation of the Project be reasonably expected to:	Y/N?	If Y, then specify the impact description
1. Change the way the data is being saved, deleted, updated or stored in any table?	N	
2. Change the cardinality of any table relationships?	N	
3. Create new tables?	N	
4. Create new columns in existing tables?	N	
5. Change column attributes in existing tables?	N	
6. Obsolete existing tables?	N	
7. Obsolete existing columns?	N	
8. Change the use of existing columns?	N	
9. Change the way data in a column is calculated (for calculated fields)?	N	
10. Update existing records to accommodate the change?	N	
11. Change the meaning of existing RT values?	N	
12. Use hard-coded values entered in the databases that are not based on reference table values?	N	
13. Change the standard retention of data in any table?	N	
14. Require change to existing queries used to produce CalWIN management reporting extracts?	N	

Will the Implementation of the Project be reasonably expected to:	Y/N?	If Y, then specify the impact description
15. Require change to existing queries used to retrieve and display data on CalWIN screens?	N	
16. Affect the CIS daily and/or monthly file delivery process and timing?	N	
17. Change the format or structure of the CIS daily or monthly files?	N	
18. Change CIS daily or monthly file names at any level in the compression?	N	
19. Affect the standard Oracle-based CIS load process?	N	
20. Affect the typical growth of the database size?	N	
21. Are there Reference Table changes?	Y	Modify INDV_TM_LIM_CLK_TYP_CD (C6 - CalWORKs 48 Month Clock) to change the description to CalWORKs 60 Month Clock and Total Months to 60 in the Reference Table RT_INDV_TM_LIM_CLK_TYP.
22. Are tables being added to the CIS Subject Area?	N	
23. CIS Deliverables (DDL/DML, RT Views, and PDM) and CIS Training Manual package generated or updated?	Y	Update CIS Deliverables as applicable.

14.2 DATABASE CHANGES

The Database Services team completes this section. Complete the Database Changes table only for **approved** exceptions to the PAC usage criteria that include database changes. Otherwise, enter N/A.

Table	Column	Data Type	Service	Window ID	Window Title	Window Field	Calculated Field Detail *
N/A							

14.3 REFERENCE TABLES

The following six sections are completed for each reference table affected by the change.

In the event that this proposal is accepted and becomes a project:

- The RT Documentation template for each reference table affected by the change is also completed as part of the design deliverables.
- For existing tables, complete the reference request spreadsheet [RRS] for EACH reference table affected by the change as part of the design deliverables.
- For new tables, the RRS will be generated during the construction phase.

14.3.1 Table Information

select

```
'TABLE NAME' - ' || REFR_TBL_PHY_NM || CHR(13) || CHR(10) ||
'LOGICAL NAME' - ' || REFR_TBL_LGCL_NM || CHR(13) || CHR(10) ||
'SHORT DESC' - ' || REFR_TBL_DESC || CHR(13) || CHR(10) ||
'MAINT LEVEL' - ' || DECODE(MAINT_LVL_CD,
                        'C','COUNTY', 'N','CONSORTIUM',
                        'B','BOTH CONSORTIUM AND COUNTY',
                        'S','SYSTEM') || CHR(13) || CHR(10) ||
'LEAD TRACK' - ' || SUBSYS_NM || CHR(13) || CHR(10)
FROM RT_REFR_TBL A, RT_SUBSYS B
WHERE REFR_TBL_PHY_NM = 'RT_XXX'
AND A.MAINT_SUB_SYS_CD = B.SUBSYS_CD(+);
```

Table Name	N/A
Logical Name	N/A
Short Description	N/A
Maint. Level	N/A
Lead Subsystem	N/A

14.3.2 County-Updatable Columns and Default Values

```
SELECT
  B.COL_LGCL_NM || ' - ' || B.COL_PHY_NM
FROM RT_REFR_TBL A, RT_COL B
WHERE A.REFR_TBL_PHY_NM = 'RT_XXXX'
AND A.REFR_TBL_ID = B.REFR_TBL_ID AND B.COL_UPD_SW = 'Y';
```

Column Name	Default Value
N/A	

14.3.3 Action Information

Actions to Be Taken on the Table		Explanatory Notes
1	If inserting or updating rows, give <i>an</i> approximate number of rows to be inserted or updated.	N/A
2	If a new table is to be created, list the key fields and the attributes pertinent to the functionality being requested.	N/A
3	If an existing table is having its structure changed (new column, change existing column length or type, change the primary key, etc.), describe the structure change.	N/A
4	If data is going to be inserted or updated, specify the effective begin date to be used for the new rows.	N/A
5	The standard for RTs is: <ul style="list-style-type: none"> • All updates will be accompanied by a change of effective begin date. • No updates will be done by overlaying / overwriting existing records or data. • If a deviation from this standard is planned, note that in the FBR along with the reasons for the deviation. 	N/A
6	If any data conversion will be needed, note the requirement. Generally, data conversion is only needed if key values are being replaced.	N/A

Actions to Be Taken on the Table		Explanatory Notes
7	If any SQLs will need to be created for the counties to execute – for example, to identify impacted cases – indicate the need.	N/A
8	If the counties will need to take any action in conjunction with this change request, note the requirement. (Some examples of county actions would include: making updates to consortium/county tables, scheduling an extra batch job run, running SQLs to identify the impacted cases, etc.) Note if these changes are required for the User Acceptance Testing (UAT) release, for the Production release, or both. This information must also be included in the Release Notes prior to the release.	N/A
9	For RTs that have “year” or “date” fields other than effective begin and end dates, and those date fields are used in the program logic to select the appropriate RT row, make a note of the special logic and document if/how this affects the RT change, the coding, and/or the testing.	N/A

14.3.4 Structure Information

RT structure changes are typically not permitted in the Project Approach and Cost (PAC) Process. In rare instances, an exception can be approved allowing a structure change to be completed with a PAC. If a structural change was approved, this structure information section will be completed. If there are no structure changes planned for this project, this section will indicated N/A.

Column Action (Add Change Delete)	Key Column (Yes/No)	Physical Column Name (24 Characters Maximum)	Logical Column (Attribute Name - 50 Characters Maximum)	Column Description for RT Help (4000 Characters Maximum)	Candidate Data Type / Length	Null/Not Null	Display Order	County Update-able (Yes/No)
N/A	No	USR_SELECT_SW	User Select Switch	Yes/No switch signifying if the user can select the entry.	CHAR(1)	Not Null		No
N/A	No	EFF_BGN_DT	Effective Begin Date	Date from which the information in the instance of this entity is effective.	DATE	Not Null		No
N/A	No	EFF_END_DT	Effective End Date	Date up to which the information in the instance of the entity is effective.	DATE	Null		No

14.3.5 Data Information



Only Consortium rows can be added or updated. Some reference tables are only maintained by the Counties; some reference tables have rows maintained by the Consortium and also rows maintained by the Counties. In order to verify that a particular row is a Consortium row, do any one of the following:

1. Execute the following SQL to retrieve the county maint. switch for the table rows. If the switch value is Y, only the counties can maintain the data; if the value is N, it is a consortium row and you can update it.

```
SELECT A.REFR_TBL_PHY_NM, B.CNTY_MAINT_SW, B.DATA_KEY,
       B.ROW_DATA
FROM RT_REFR_TBL A, RT_DATA B
WHERE A.REFR_TBL_ID = B.REFR_TBL_ID
AND A.MAINT_LVL_CD = 'B'
AND A.REFR_TBL_PHY_NM = 'RT_NCMP_GDCS_RSN';
```

2. Access the reference table in CubeD and click the download button to download the data in a spreadsheet. Check the County Value column on the Reference Table Data tab.
3. Access the reference table in the CalWIN application and view the data. Check the CNTY VAL SW column.]

Row Action (Change, Delete)	Key Value (if composite key specify all key column values)	Column Name and/or Row Key	Old Value	New Value
N/A				

Value 1	Value 2	Value n	County Action
N/A			

Pgm Cd	Actn Cd	Rsn Cd	NOA Rsn Cd	EDBC Sw	Usr Selct Sw	Eff Bgn Dt	Eff End Dt
N/A							

14.3.6 Program List

Program Name	Action Required ("No Action", "Recompile", or "Changed")
N/A	

15 APPENDIX B – HOURS SUMMARY

This Appendix includes the summary of hours upon which the Financial Summary was based. The hours allocated in each area will be further refined during the creation of the work plan and are therefore subject to change.

ITEM	HOURS
Project and Work Plan (PWP)	40.7
Functional Business Requirements (FBR)	581.9
Technical System Design (TSD)	336.5
Coding and Unit Testing (CUT)	1667.3
System Test Plan (STP)	597.1
System Test Results (STR)	1020.0
Training Documentation (TRN)	38.0
Delivery Documentation	0.0
Post Implementation Report (PIR)	11.0
CalHEERS Release B	0.0
TOTAL*	4292.5

*Footnote: 393.5 contingency hours are included in the estimated total.

16 APPENDIX C – BENEFIT LINES

This Appendix includes the financial summary used to enter the Benefit Lines in PPM.

The following outlines the cost (price) associated with the scope of changes for this request in the billing format. This represents a fixed price unless otherwise noted. This price will expire 90 days from submission and may require revision if the project inception is delayed.

Work	Cost Subtotals	Cost Totals
Project Plan and Work Plan (PWP) (20% of total price) <i>(Includes: Initiation of the project, Project Plan and Work plan creation through formal approval, project management oversight through planning phase.)</i>	\$122,302	
Functional Business Requirements (FBR) (30% of total price) <i>(Includes: Document creation through to formal approval, any JAD, JRP, etc., project management oversight through FBR phase.)</i>	\$183,453	

PROJECT APPROACH AND COST (PAC)

Work	Cost Subtotals	Cost Totals
Technical System Design (TSD) (30% of total price) <i>(Includes: Design, Design Walkthrough and Design document creation through to formal approval, project management oversight through the TSD phase.)</i>	\$183,453	
System Test Plan (STP) (10% of total price) <i>(Includes: Test Plan document creation through to formal approval, code and unit test, unit test walkthrough, system test script creation, regression test script updates, and refinement through formal approval, project management oversight through Test Plan phase.)</i>	\$61,151	
System Test Results (STR) (0% of total price) <i>(Includes: Integrated test, system test, and regression test execution and the capture of test results, development of test results documentation through formal approval, development of training and delivery document through to formal approval, project management oversight through the implementation phase.)</i>	\$0	
Post Implementation Report (PIR) (10% of total price) <i>(Includes: Document creation through to formal approval, project management oversight through Post Implementation Phase.)</i>	\$61,151	
County Direct only UAT and Release Level Support Price <i>State assumptions of price:</i>	\$0	
<u>Gainwell Technologies Effort Subtotal</u>		\$611,510
Other <i>(List Hardware, Software, etc.)</i>	\$0	
Operational Support <i>(Ongoing, post-Release)</i>	\$0	
<u>Non-Effort Subtotal</u>		\$0
<u>Grand Total</u>		\$611,510

Template Version Number: 9.0

Template Effective Date: 06/25/2019



PROJECT APPROACH AND COST (PAC)

59461 MOD01 CALWORKS TIME LIMIT CHANGED TO 60 MONTHS

Project Sponsor: Cecilia Fine; Camie Callis
Document Owner: Gail Brown-Flowers
Project Manager: Aniruddha Pain

Version 3.0
August 18, 2021



PROJECT DELIVERABLE CHANGE LOG

The Project Deliverable Change Log is used to reflect changes to this project deliverable throughout the deliverable management lifecycle.

Version	Brief Description of Change	Date (mm/dd/yyyy)	Author/ Contributor/ Reviewer
0.1.0	Created Document	07/14/2021	G. Brown-Flowers
0.1.1	Submitted for Contributor Review	07/19/2021	G. Brown-Flowers
0.1.2	Reviewed for Application DBA	07/22/2021	Wajeed Ahamad
0.1.3	Submitted for Internal Review	07/23/2021	G. Brown-Flowers
0.1.4	Reviewed for Operations	07/28/2021	Richard Chiu
0.1.5	Reviewed by PM and updated for Section 5.2 & 10.1 and Appendix B & C	07/30/2021	Aniruddha Pain
1.0.0	Document Submitted for WCDS Approval	08/03/2021	Aniruddha Pain
1.1	Changes made per WCDS comments	08/10/2021	G. Brown-Flowers
2.0	Resubmitted for WCDS Approval	08/11/2021	G. Brown-Flowers
2.1	Addressed rework per WCDS comments	08/11/2021	G. Brown-Flowers
3.0	Document resubmitted for WCDS Approval	08/16/2021	G. Brown-Flowers
	Received Approval from WCDS	08/18/2021	

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1 EXECUTIVE SUMMARY

The Project Approach and Cost (PAC) combines the elements of the Definitions Document (DD) and Cost Feasibility Study (CFS). This document has been developed to define the project approach and incorporate the appropriate elements of cost. It includes the following major components:

- Scope including identified business requirements
- Cost (Price)
- Assumptions, Risks, Constraints
- Benefits
- Workarounds
- Alternatives, if applicable
- Critical Success Factors
- Training
- Quality Assurance Checklist
- Requirements Traceability Matrix
- Type of Change – Full Governance

AB 79 implements the extension of the CalWORKs time limit for aid to adult recipients from 48 months to 60 months. The change will become effective May 1, 2022, or when the CDSS notifies the Legislature that the Statewide Automated Welfare Systems (SAWS) can perform the necessary automation, whichever is later. Current functionality in CalWIN for adults receiving CalWORKs is a 48-month time limit on aid.

CalWIN will send a mass informing notice containing information regarding these changes to all CalWORKs recipients at least 90 days prior to implementation. Consistent with current practice, beginning the month of implementation, adult recipients who are subject to the CalWORKs 60-month time limit will receive a Notice of Action (NOA) or an informing notice at specific intervals.

CalWIN will extend the CalWORKs timeclock from 48 months to 60 months. CalWIN will create a CalWORKs 60-month time limit NOA and the informing notices will be sent to recipients at the 54th month and 57th month. All applicable forms and NOAs text will be updated from 48 month to 60-month time limit in Client Correspondence. CalWIN timeclocks will be updated to 60 months for individuals whose timeclocks have expired in May 2022 and for those that have been discontinued prior to May 2022 and are being restored. The 46th month notice informing CalWORKs individuals that they would discontinue May 2022 or after will be suppressed by CalWIN. Individuals that have been discontinued due to the CalWORKs 48-month timeclock will be automatically restored if they are in the home, requesting aid and on an active case. In addition, the following windows will be modified to display the CalWORKs time-limit clock as 60 months:

1. DC0130N-Display Individual Time Limit Clock Summary -> CalWORKs section > Time On Aid Totals
2. GSO011N-Display Case Overview -> Time Clock (Tab page)
3. IQ0001N-Inquire on Individual -> Individual Details -> Time on Aid Summary
4. IQ0015N-Inquire on Individual Details -> Time on Aid Summary
5. Home > Search Individual -> Display Results > Inquire on Individual Details - TOA (CWA)

This MOD01 change will add a new Business Requirement to continue eligibility for all aided adults on active CalWORKs cases who will exhaust the 48 month time clock as of May 31, 2022.

2 PROJECT APPROACH AND SCOPE OF CHANGE

This section provides detailed information regarding the nature of the change, project outcomes, business drivers and other relevant information as defined in the following sections.

N/A

2.1 PROJECT STAKEHOLDERS

Role	Name
Executive Sponsor	Diane Alexander
Deputy Director	Lynn Bridwell
Product Owner	Cecilia Fine; Camie Callis
Project Manager	Aniruddha Pain
SMEs	Joe Mendez, Kent Sutter, Srinivas Teki, Santosh Ravulapally

2.2 BUSINESS PROBLEM OR BUSINESS DRIVERS

AB 79 implements the extension of the CalWORKs time limit for aid to adult recipients from 48 months to 60 months. The change will become effective May 1, 2022, or when the CDSS notifies the Legislature that the Statewide Automated Welfare Systems (SAWS) can perform the necessary automation, whichever is later. A mass informing notice containing information regarding these changes must be sent to all CalWORKs recipients at least 90 days prior to implementation.

Consistent with current practice, beginning the month of implementation, adult recipients who are subject to the CalWORKs 60-month time limit will receive a Notice of Action (NOA) or an informing notice at specific intervals. CWDs shall notify recipients of their Time on Aid (TOA) at intake, at each redetermination, on their 54th month of aid, between their 54th and 57th month of aid, and on their 57th month of aid. The 54th month notice (CW 2189A), the 57th month notice (CW 2189B), and the TOA NOA message between the 54th and 57th month (M40- 107C1) replace the previous notices that were required at the 42nd month to 46th month of aid.

2.3 CURRENT FUNCTIONALITY, IF APPLICABLE

Adult CalWORKs recipients have a 48-month time limit for aid.

2.4 REQUIRED FUNCTIONALITY

The CalWORKs timeclock will be extended from 48 months to 60 months in CalWIN. A mass informing notice will be sent to all CalWORKs recipients 90 days prior to implementation. A CalWORKs 60-month time limit NOA and the informing notices will be sent to recipients at the 54th month and 57th month. All

applicable forms and NOAs text will be updated from 48 month to 60-month time limit. Timeclocks will be updated to 60 months for individuals whose timeclocks have expired in May 2022 and for those that have been discontinued prior to May 2022 and are being restored. The 46th month notice informing CalWORKs individuals that they would discontinue May 2022 or after will be suppressed.

Individuals that have been discontinued due to the CalWORKs 48-month timeclock will be automatically restored if they are still in the home, requesting aid and on an active case. In addition, the following windows will be modified to display the CalWORKs time-limit clock as 60 months:

1. DC0130N-Display Individual Time Limit Clock Summary -> CalWORKs section > Time On Aid Totals
2. GSO011N-Display Case Overview -> Time Clock (Tab page)
3. IQ0001N-Inquire on Individual -> Individual Details -> Time on Aid Summary
4. IQ0015N-Inquire on Individual Details -> Time on Aid Summary
5. Home > Search Individual -> Display Results > Inquire on Individual Details - TOA (CWA)

This MOD01 change will add a new Business Requirement to continue eligibility for all aided adults on active CalWORKs cases that will exhaust the 48 month time clock as of May 31, 2022.

2.4.1 Population Impacted

Eligibility Programs	Population Impacted and a Description of the Effect	% of Population or Cases Impacted
CalWORKs	Recipients' CalWORKs timeclocks increased to 60 months from 48 months.	100%

2.4.2 Counties Impacted

County	Population Impacted and a Description of the Effect	% of Population Impacted
All	All CalWIN counties.	100%

2.4.3 County Staff Impacted

County Position	Population Impacted and a Description of the Effect	% of Population Impacted
Eligibility Staff	CalWORKs eligibility workers.	100%

2.4.4 Workgroups Impacted

County Position	Population Impacted and a Description of the Effect	% of Population Impacted
N/A		

2.4.5 Programs Impacted

Program	Y/N	Description of the Affect
Adoption Assistance Program	N	No Expected Impact.
Approved Relative Caretaker (ARC)	N	No Expected Impact.
CalWORKs/RCA	Y	CalWORKs Timeclock Clock increased to 60 months.
CalFresh	N	No Expected Impact.
CAPI	N	No Expected Impact.
Child Care	N	No Expected Impact.
CMSP	N	No Expected Impact.
County Specific	N	No Expected Impact.
Employment Services	N	No Expected Impact.
Foster Care	N	No Expected Impact.
General Assistance/General Relief	N	No Expected Impact.
KinGap	N	No Expected Impact.
Medi-Cal	N	No Expected Impact.
Other (specify):	N	No Expected Impact.

2.4.6 Related Impacts

Proposals and Projects	Description of Potential Impacts to Counties
N/A	
County Direct	
N/A	
Service Requests	
N/A	

2.4.7 Affected Groups

This section contains the Affected Groups for this project identified at the time of submission of this deliverable. This section will not be changed if there are changes identified in future phases of the project. If there is a Technical System Design (TSD), this deliverable will contain the final Affected Groups for this project.

Application Services	
Group	Effect Description
Data Access Services (DAS)	No Expected Impact.
Rules Engine (includes Corticon)	No Expected Impact.
Group – Eligibility	Effect Description
Authorization	No Expected Impact.
Benefit Issuance/Foster Care Issuance	No Expected Impact.
Benefit Recovery – BV	No Expected Impact.
EDBC – ARC	No Expected Impact.
EDBC – CalWORKs	<p>A new SQL will be developed to:</p> <ol style="list-style-type: none"> 1. To add user hold for the Mass Update triggers created to discontinue cases/individuals due to 48 month limit. 2. To add Batch Indicators for these cases so that these cases will exception out in Batch EDBC run. 3. To generate a standard case list for the cases that are kept on user hold.
EDBC – CAPI	No Expected Impact.
EDBC – CalFresh	No Expected Impact.
EDBC – Foster Care/KinGap	No Expected Impact.
EDBC – GA/GR	No Expected Impact.
EDBC – Medi-Cal	No Expected Impact.
EDBC – Other	No Expected Impact.
EDBC – RCA	No Expected Impact.
Error-Prone	No Expected Impact.
Kiosk	No Expected Impact.
Mass Update	No Expected Impact.

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Redetermination – RRR	No Expected Impact.
Simulation	No Expected Impact.
Wrap-up	No Expected Impact.
Group – Input, Interfaces, and Inquiry	Effect Description
ACCESS CalWIN/IVR/VRU/FRTS	No Expected Impact.
Alerts & Tracking	No Expected Impact.
Application Architecture	No Expected Impact.
Application Registration	No Expected Impact.
Appointment Scheduling	No Expected Impact.
Case Assignment	No Expected Impact.
Client Referral	No Expected Impact.
CalWIN Web Application (CWA) – Inquiry	No Expected Impact.
Contact CalWIN	No Expected Impact.
Data Collection	No Expected Impact.
Employment Services	No Expected Impact.
General System	No Expected Impact.
Hearings	No Expected Impact.
History Maintenance	No Expected Impact.
Identity and Access Management	No Expected Impact.
Index Clearance	No Expected Impact.
Inquiry	No Expected Impact.
Inter-County Transfer (ICT)	No Expected Impact.
Interfaces	No Expected Impact.
Interfaces – Floating Views	No Expected Impact.
Interfaces – OSB	No Expected Impact.
Interfaces – Summary View	No Expected Impact.
Providers	No Expected Impact.

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Reference Tables Maintenance (App Svcs)	No Expected Impact.
Security (App Svcs)	No Expected Impact.
Traffic Log	No Expected Impact.
Group – Information Reporting	Effect Description
Business Intelligence	No Expected Impact.
Client Correspondence <ul style="list-style-type: none"> a. Notices b. Triggers c. Reason Code d. Exstream including Enterprise Content Management (ECM) e. Translations Required? f. Impact to CC Maintenance Modules? 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. No Expected Impact. d. No Expected Impact. e. No Expected Impact. f. No Expected Impact.
Fraud Referral Tracking System (San Diego County Only)	No Expected Impact.
Management Reporting <ul style="list-style-type: none"> a. Extracts b. Detail c. Summary 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. No Expected Impact.
Periodic Reporting	No Expected Impact.
Group – DBA	Effect Description
CalWIN Database – SQL Server	No Expected Impact.
Case Copy/Replication (DBA)	No Expected Impact.
CIS (County Information Server): <ul style="list-style-type: none"> a. CIS Data base schéma changes b. RT changes c. MR Extract changes 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. No Expected Impact.
Database Objects (DBA) <ul style="list-style-type: none"> a. Database tables/columns b. Conversion SQLs 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. No Expected Impact.

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c. Code SQL reviews d. Production SQL packs	d. 1 Production SQL pack will be reviewed and implemented.
Reference Tables Maintenance (DBA) a. New RTs b. Columns c. Rows d. Logic e. Refresh SYS TST	a. No Expected Impact. b. No Expected Impact. c. No Expected Impact. d. No Expected Impact. e. No Expected Impact.
Group – Customer Experience	Effect Description
MyBenefits CalWIN	No Expected Impact.
MyBenefits CalWIN Mobile App	No Expected Impact.
General	
Group – Quality	Effect Description
Technical Writer	Review and update deliverables.
Testing – System	<ul style="list-style-type: none"> System test will test and validate that CalWIN adds a user hold to MU triggers created for CalWORKs cases/individuals set to discontinue for expiration of the CW 48-month timeclock at the end of May 2022. System test will test and validate that CalWIN adds batch indicators for all active CalWORKs cases with aided individuals that will exhaust the CW 48-month timeclock at the end of May 2022. System test will test and validate that CalWIN generates a one-time list of cases where user hold for MU trigger was applied for active CalWORKs cases with aided adults who will exhaust their CW 48-month timeclock as of May 31, 2022. System test will test and validate that CalWIN continues to tick the clock to 60 months, for active CalWORKs cases with aided adults when their CW 48-month timeclock expires effective May 31, 2022.
Testing – Integration	No Expected Impact.
Operations	
Group – Operations	Effect Description

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Batch & Production Support	Execute and monitor Batch during system testing phase as requested.
Capacity Planning	No Expected Impact.
Configuration Management	No Expected Impact.
System DBA Support	No Expected Impact.
Engineering	No Expected Impact.
Management	No Expected Impact.
Middleware & SW Support	No Expected Impact.
Network Services	No Expected Impact.
Security	No Expected Impact.
Storage	No Expected Impact.
Tuxedo	No Expected Impact.
UNIX/Linux Services	No Expected Impact.
Windows Services	No Expected Impact.

3 CRITICAL SUCCESS FACTORS

Critical Success Factor	Description of Expected Measurable Result
N/A	

4 TRAINING

Training Artifact	Training Type	High-Level Description of Training
Release Notes and Highlights	Documentation	Release Notes and Highlights are provided as part of the Training Documentation deliverable for the Release Project.
Online User Manual (OLUM)	Manual Update	Updates to the Online User Manual are provided as part of the Training Documentation deliverable for the Release Project. N/A

PROJECT APPROACH AND COST (PAC)

Training Artifact	Training Type	High-Level Description of Training		
Best Practice Guides (BPG)/User Guides (UG)	Manual Update	Updates to the following Best Practice Guides (BPG)/User Guides (UG) are provided as part of the Training Documentation deliverable for this project. N/A		
Systems Operation Plan 35-19 County Responsibilities	Manual Update	Y/N	New or Changing County Responsibilities due to the following Project Change:	Description – Detail actions for any Yes
		N	Reference Table	
		N	CalWIN Security Overview	
		N	Maintenance CalWIN User Accounts	
		N	Mobile/Portal User Support	
		N	Business Intelligence User Accounts	
		N	Employment Services	
		N	Providers	
		N	Case Assignments	
		N	Appointment Scheduling	
		N	Benefit Issuance Setup	
Other	<ul style="list-style-type: none"> Documentation and County Calls Additional County Calls Scenario Workflows Renewal Workflow Charts Medi-Cal Renewal Guide 	N/A		

Training Artifact	Training Type	High-Level Description of Training
	<ul style="list-style-type: none"> As defined during BSM 	

5 ASSUMPTIONS

5.1 GENERAL ASSUMPTIONS

This section documents the known assumptions (as of the submission of this document) associated with the delivery of the proposal/project. The following table provides a list of the assumptions:

Assumption Identifier	Assumption Category	Assumption Description
1.0	Timing	The actual release date is established by the PCB. This PAC's Target Release is valid based on an approval by WCDS by 08/20/2021 to begin the project. If the approval date is not met, then the Targeted Release will be reassessed during the Project Initiation phase based on the actual time that the project was authorized to begin.
2.0	County Direct	County Direct Service Requests will not impact the M&O and the Counties Change Requests of the Systems for the Counties.
3.0	Staff	Adequate staffing will be available to define the scope, requirements, design, development, testing and deployment.
4.0	Technical	No infrastructure software, hardware, and network upgrades or additions have been scoped as part of this change. They will need to be addressed in a separate change or the estimates; both cost and schedule, on this change will need to be revised to include any such changes.
5.0	Technical	No new environments will be added or setup because of this change.
6.0	Scope	Translations will be completed in languages currently available in CalWIN.
7.0	Scope	Simple text change expected for 30 forms and NOAs.
8.0	Technical	The following trigger conditions will be stopped: CAN224, CAN225, CAN226, CAN227.
9.0	Technical	SQL will run before May 2022 to end date M40-107C 42 nd and 46 th month notices.

5.2 DELIVERABLE ASSUMPTIONS

The following is a list of deliverables to be completed during the delivery of this project.

Included (Yes/No)	Deliverable Name	Deliverable Assumption/Exception
Yes	Project Plan and Work Plan (PWP) – <i>the Work Plan is the PPM schedule</i>	Workplan Only
Yes	Functional Business Requirements (FBR) – <i>includes requirements and Acceptance Criteria from ALM</i>	Redelivery of FBR for MOD01
Yes	Technical Specifications Document (TSD)	Redelivery of TSD for MOD01
Yes	System Test Plan (STP) – <i>includes reference to test scripts in ALM</i>	Redelivery of STP for MOD01
No	System Test Results (STR) – <i>includes reference to test runs and artifacts in ALM</i>	MOD01 will be included in original STR delivery.
No	Training Documentation – <i>includes updates to BPGs, User Guides, and any training materials. The Training Documentation for the Release Project will include the Release Notes, Release Highlights, Technical Specifications Worksheet, and OLUM updates.</i>	MOD01 will be included in original Release Notes and Highlights. OLUM updates are not required for MOD01.
No	Delivery Documentation – <i>includes delivery documentation such as updates to Reference Table changes and the RRS Worksheets</i>	MOD01 will be included in original delivery documentation.
No	Post Implementation Report (PIR)	MOD01 will be included in original PIR delivery.

6 CONSTRAINTS

The following table provides a list of the known business and technical constraints at the time of the submission of this document.

Constraint ID	Type of Constraint	Constraint Description
N/A		

7 BENEFITS

CalWORKs recipients receive 60 months of aid in accordance to AB 79.

Is there a cost if the change is not implemented?	YES	NO
	X	

Legal and Regulatory

8 RISKS

This section documents high-level risks identified during the Business Strategy Meeting(s). If a risk identified in the proposal phase is still open when the project is triggered, the risk will be entered into the project in PPM. Throughout the project lifecycle, the project management team will maintain a list of risks in the Project and Portfolio Management (PPM) tool for the project. This list of risks will be reviewed and updated during the course of the project.

The following table summarizes the risks associated with this proposal at the time of submission of this document.

ID	Risk Title	Brief Description of Risk Impact	Overview of the Risk Response Strategy
N/A			

9 ALTERNATIVE APPROACHES, IF APPLICABLE

This section includes a listing of any alternative approaches, if applicable, implementation alternatives and BENDS.

9.1 ALTERNATE APPROACH OVERVIEW IDENTIFIED DURING BSM/ROM PHASE, IF APPLICABLE

N/A

9.2 IMPLEMENTATION ALTERNATIVES

Implementation Alternatives Definition:

1. **Full Automation** – The application is modified to implement the change. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. Full automation would provide a means to receive and record total child support collected, identify the months that would be affected, and un-tick the clock due to child support reimbursement when appropriate.
2. **Partial Automation** – A portion of the change is implemented by modifying CalWIN. This strategy is used in combination with other strategies such as Adaptation of Application or Manual Implementation. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. Partial automation provides users with the ability to un-tick the clock in CalWIN

for prior months using a reason of child support. **Note:** There would be a manual process to identify the applicable months.

3. **No Automation** – A non-automated method, such as a paper process, is used to implement the change. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. A manual process is used to identify the month in which child support reimbursement was received and the clock should be un-ticked.

Alternatives	Price	Benefit*	Negative Impacts
1. Full Automation	N/A		
2. Partial Automation	N/A		
3. No Automation (Manual)	N/A		

9.3 BUSINESS ENVIRONMENT DESIGN STRATEGY (BENDS)

BENDS Required (Y/N)	Brief Description of BENDS Need	Responsible Party for BENDS Development	Comments
N			

County	Contact
N/A	

10 EXECUTIVE FINANCIAL SUMMARY

10.1 FINANCIAL SUMMARY

The following outlines the cost (price) associated with the scope of changes for this request in the pricing format. This represents a fixed price unless otherwise noted. This price will expire 90 days from submission and may require revision if the project inception is delayed. Once a project is started, invoicing will, however, occur based on the billing table shown in Appendix C.

Work	Cost Subtotals	Cost Totals
Project Planning: Project Plan and Work Plan (PWP) <i>(Includes: Initiation of the project, Project Plan and Work plan creation through formal approval, project management oversight through planning phase.)</i>	\$1,140	
Requirements Analysis: Functional Business Requirements (FBR) <i>(Includes: Document creation through to formal approval, any JAD, JRP, etc., project management oversight through FBR phase.)</i>	\$5,627	
Design: Technical System Design (TSD) <i>(Includes: Design, Design Walkthrough and Design document creation through to formal approval, project management oversight through the TSD phase.)</i>	\$4,103	
Test Planning: System Test Plan (STP) <i>(Includes: Test Plan document creation through to formal approval, code and unit test, unit test walkthrough, system test script creation, regression test script updates, and refinement through formal approval, project management oversight through Test Plan phase.)</i>	\$19,802	
Testing: System Test Results (STR) <i>(Includes: Integrated test, system test, and regression test execution and the capture of test results, development of test results documentation through formal approval, development of training and delivery document through to formal approval, project management oversight through the implementation phase.)</i>	\$9,545	
Post Implementation Report (PIR) <i>(Includes: Development and delivery of the post-implementation report deliverable.)</i>	\$0	
County Direct only UAT and Release Level Support Price <i>(State assumptions of price)</i>	\$0	
Gainwell Effort Subtotal		\$40,217
Other (Offset)	(\$10,827)	
Operational Support (Ongoing, post-Release)	\$0	
Non-Effort Subtotal		\$29,390

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Work	Cost Subtotals	Cost Totals
Grand Total		\$29,390
CalHEERS B Release Level Support <i>(Included in grand total)</i>		\$0

No ROM was delivered for this MOD

Approved Contingency from Initial scope – 393.5 hrs.

Portion of Contingency proposed to be used from Initial Scope for MOD01 – 76 hrs.

10.2 TARGETED RELEASE TIMEFRAME

The following is the targeted release timeframe based on the current schedule, scope, and budget. This timeframe may need to be revised if the project inception is delayed.

Suggested Target Release ID	Suggested Target Release Date	Comments and Rationale for Target Release
R69	05/16/2022	

11 QA CHECKLIST

11.1 AREAS OF IMPACT CHECKLIST

Question	Y/N	Notes								
1. Does CalWIN do this today?	Y	Current timeclocks are 48 months.								
2. Would this change be the same for all eligibility programs? If 'No', what eligibility programs are impacted?	N	CalWORKs only.								
3. Would this change be the same for all employment services programs? If 'No', what eligibility programs are impacted?	N	N/A								
4. Would there be any changes to how the windows currently look?	N									
5. Would the new information need to be collected on a new or existing window? If yes, has confidentiality been assessed? Follow the confidentiality guidelines below: <table border="1" data-bbox="225 1018 824 1266"> <thead> <tr> <th>New Information</th><th>Security On</th></tr> </thead> <tbody> <tr> <td>Child window</td><td>No</td></tr> <tr> <td>Search window</td><td>No</td></tr> <tr> <td>Contains Client Information</td><td>Yes</td></tr> </tbody> </table>	New Information	Security On	Child window	No	Search window	No	Contains Client Information	Yes	N	
New Information	Security On									
Child window	No									
Search window	No									
Contains Client Information	Yes									
6. Would the change affect the functionality of the window's icons?	N									
7. Do any interface partners receive this information? If Yes, note which partners.	N									
8. Are any Management Reports impacted by this change? If yes, which ones and what would change?	N									
9. Does the change affect Business Intelligence? If yes, which page and what would change?	N									
10. Would the existing correspondence be affected or would new correspondence be required? If so, verify that correspondence is identified in the impacts.	N									

Question	Y/N	Notes
11. Does this change how eligibility is determined?	N	
12. Would the new information need to display on the CalWIN Web application?	N	
13. Are there end-user references to Food Stamps in the system components impacted by this CR?	N	
14. Were the WCDS Guiding Principles for Standardization considered in developing this change?	Y	WCDS Guiding Principles for Standardization were considered.
15. Is there an impact to County Direct services?	N	
16. Will this require changes to the Software Report?	N	

11.2 DELIVERABLE CHECKLIST

QA Activity	Requirement Verified/Not Verified	Notes
The correct deliverable template is used.	Verified	
No sections were removed from deliverable.	Verified	
Check the title page for the title, project reference, sponsor, owner, version, and date.	Verified	
Headers/footers are correct.	Verified	
Table of Contents updated.	Verified	
Sections/fields are completed (except the Approval section) or N/A entered if the section is not applicable.	Verified	
Template instructions removed.	Verified	
Correct any obvious formatting inconsistencies.	Verified	
Perform grammar/spell check.	Verified	
If any clarifications needed, enter comments via Comment Log.	Verified	

PROJECT APPROACH AND COST (PAC)

QA Activity	Requirement Verified/Not Verified	Notes
If there were any QA comments requiring rework, re-review deliverable after updates are made.		

12 REQUIREMENTS TRACEABILITY MATRIX

The following table list Business Requirements included in the scope of this Project Approach and Cost. If there are existing business requirements that are being modified or retired, the source for these business requirements is ALM. If the business requirement is new, the ALM reference information is N/A.

12.1 NEW MODIFIED OR RETIRED REQUIREMENTS

This table includes a list of Business Requirements impacted by this change that are known at the time of submission of this PAC. The source for these Business Requirements is ALM if there are existing Business Requirements that are being modified or retired.

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
1	CalWIN must continue to aid individuals on active CalWORKs cases who exhaust the 48-month CW time clock as of May 31, 2022.	CalWIN	N/A	New - 01

Any additional requirements identified during the development of the PAC are identified in the following table.

Line Number	Business Requirement (During PAC phase)	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
1	N/A			

12.2 IMPLEMENTED REQUIREMENTS NOT MODIFIED

This table includes a list of Business Requirements impacted but not modified by this change known at the time of submission of this PAC. The source for these business requirements is ALM. Implemented requirements are included to help define business process areas impacted by the change yet do not have direct requirements changes.

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference
1	N/A		

13 ACCEPTANCE SIGNOFF

Acceptance Signoff for this deliverable (59462) is captured in the Project and Portfolio Management (PPM) tool via the Deliverable Management process.

14 APPENDIX A – DESIGN NOTES

This Appendix includes design notes related to Reference Table (RT) Only changes.

14.1 CIS CHECKLIST

Will the Implementation of the Project be reasonably expected to:	Y/N?	If Y, then specify the impact description
4. Change the way the data is being saved, deleted, updated or stored in any table?	N	
5. Change the cardinality of any table relationships?	N	
6. Create new tables?	N	
7. Create new columns in existing tables?	N	
8. Change column attributes in existing tables?	N	
9. Obsolete existing tables?	N	
10. Obsolete existing columns?	N	
11. Change the use of existing columns?	N	
12. Change the way data in a column is calculated (for calculated fields)?	N	
13. Update existing records to accommodate the change?	N	
14. Change the meaning of existing RT values?	N	
15. Use hard-coded values entered in the databases that are not based on reference table values?	N	
16. Change the standard retention of data in any table?	N	
17. Require change to existing queries used to produce CalWIN management reporting extracts?	N	

Will the Implementation of the Project be reasonably expected to:	Y/N?	If Y, then specify the impact description
18. Require change to existing queries used to retrieve and display data on CalWIN screens?	N	
19. Affect the CIS daily and/or monthly file delivery process and timing?	N	
20. Change the format or structure of the CIS daily or monthly files?	N	
21. Change CIS daily or monthly file names at any level in the compression?	N	
22. Affect the standard Oracle-based CIS load process?	N	
23. Affect the typical growth of the database size?	N	
24. Are there Reference Table changes?	N	
25. Are tables being added to the CIS Subject Area?	N	
26. CIS Deliverables (DDL/DML, RT Views, and PDM) and CIS Training Manual package generated or updated?	N	

14.2 DATABASE CHANGES

The Database Services team completes this section. Complete the Database Changes table only for **approved** exceptions to the PAC usage criteria that include database changes. Otherwise, enter N/A.

Table	Column	Data Type	Service	Window ID	Window Title	Window Field	Calculated Field Detail *
N/A							

14.3 REFERENCE TABLES

The following RT sections only need to be completed for RT Only and COLA RT changes. Full project Reference Table information will continue to be documented in the FBR (if available at the time) and TSD per the typical process.

The following six sections are completed for each reference table affected by the change.

In the event that this proposal is accepted and becomes a project:

- The RT Documentation template for each reference table affected by the change is also completed as part of the design deliverables.
- For existing tables, complete the reference request spreadsheet [RRS] for EACH reference table affected by the change as part of the design deliverables.
- For new tables, the RRS will be generated during the construction phase.

14.3.1 Table Information

```
select
  'TABLE NAME - ' || REFR_TBL_PHY_NM || CHR(13) || CHR(10) ||
  'LOGICAL NAME - ' || REFR_TBL_LGCL_NM || CHR(13) || CHR(10) ||
  'SHORT DESC - ' || REFR_TBL_DESC || CHR(13) || CHR(10) ||
  'MAINT LEVEL - ' || DECODE(MAINT_LVL_CD,
    'C','COUNTY', 'N','CONSORTIUM',
    'B','BOTH CONSORTIUM AND COUNTY',
    'S','SYSTEM') || CHR(13) || CHR(10) ||
  'LEAD TRACK - ' || SUBSYS_NM || CHR(13) || CHR(10)
FROM RT_REFR_TBL A, RT_SUBSYS B
WHERE REFR_TBL_PHY_NM = 'RT_XXX'
AND A.MAINT_SUB_SYS_CD = B.SUBSYS_CD(+);
```

Table Name	N/A
Logical Name	N/A
Short Description	N/A
Maint. Level	N/A
Lead Subsystem	N/A

14.3.2 County-Updatable Columns and Default Values

```
SELECT
  B.COL_LGCL_NM || ' - ' || B.COL_PHY_NM
FROM RT_REFR_TBL A, RT_COL B
WHERE A.REFR_TBL_PHY_NM = 'RT_XXXX'
AND A.REFR_TBL_ID = B.REFR_TBL_ID AND B.COL_UPD_SW = 'Y';
```

County Updateable Column Name	Row Key Value	Value (PRD Value when updating existing data, Default value when completely new rows)	Counties (All or county codes when value is county specific)	RT Query Date (or indicate N/A when 'Completely new row')
N/A				

14.3.3 Action Information

Actions to Be Taken on the Table		Explanatory Notes
1	If inserting or updating rows, give <i>an</i> approximate number of rows to be inserted or updated.	N/A
2	If a new table is to be created, list the key fields and the attributes pertinent to the functionality being requested.	N/A
3	If an existing table is having its structure changed (new column, change existing column length or type, change the primary key, etc.), describe the structure change.	N/A
4	If data is going to be inserted or updated, specify the effective begin date to be used for the new rows.	N/A
5	The standard for RTs is: <ul style="list-style-type: none"> • All updates will be accompanied by a change of effective begin date. • No updates will be done by overlaying / overwriting existing records or data. • If a deviation from this standard is planned, note that in the FBR along with the reasons for the deviation. 	N/A
6	If any data conversion will be needed, note the requirement. Generally, data conversion	N/A

Actions to Be Taken on the Table		Explanatory Notes
	is only needed if key values are being replaced.	
7	If any SQLs will need to be created for the counties to execute – for example, to identify impacted cases – indicate the need.	N/A
8	If the counties will need to take any action in conjunction with this change request, note the requirement. (Some examples of county actions would include: making updates to consortium/county tables, scheduling an extra batch job run, running SQLs to identify the impacted cases, etc.) Note if these changes are required for the User Acceptance Testing (UAT) release, for the Production release, or both. This information must also be included in the Release Notes prior to the release.	N/A
9	For RTs that have “year” or “date” fields other than effective begin and end dates, and those date fields are used in the program logic to select the appropriate RT row, make a note of the special logic and document if/how this affects the RT change, the coding, and/or the testing.	N/A

14.3.4 Structure Information

- RT structure changes are typically not permitted in the Project Approach and Cost (PAC) Process. In rare instances, an exception can be approved allowing a structure change to be completed with a PAC. If a structural change was approved, this structure information section will be completed. If there are no structure changes planned for this project, this section will be indicated N/A.

14.3.5 Data Information



Only Consortium rows can be added or updated. Some reference tables are only maintained by the Counties; some reference tables have rows maintained by the Consortium and also rows maintained by the Counties. In order to verify that a particular row is a Consortium row, do any one of the following:

1. Execute the following SQL to retrieve the county maint. Switch for the table rows. If the switch value is Y, only the counties can maintain the data; if the value is N, it is a consortium row and you can update it.

```
SELECT A.REFR_TBL_PHY_NM, B.CNTY_MAINT_SW, B.DATA_KEY,
       B.ROW_DATA
FROM RT_REFR_TBL A, RT_DATA B
WHERE A.REFR_TBL_ID = B.REFR_TBL_ID
AND A.MAINT_LVL_CD = 'B'
AND A.REFR_TBL_PHY_NM = 'RT_NCMP_GDCS_RSN';
```

2. Access the reference table in CubeD and click the download button to download the data in a spreadsheet. Check the County Value column on the Reference Table Data tab.
3. Access the reference table in the CalWIN application and view the data. Check the CNTY VAL SW column.

Updated Rows Table:

Row Action (Change, Delete)	Key Value (if composite key specify all key column values)	Column Name and/or Row Key	Old Value	New Value
N/A				

New Rows Table:

If the RT has county specific columns with differing values across county please copy this following table section for each county with differing values. If there are no county updateable columns or all counties have the same values, then please use 'All Counties' and only one table section is needed.

All counties/county name (code)

Value 1	Value 2	Value n	County Action
N/A			

PROJECT APPROACH AND COST (PAC)

Pgm Cd	Actn Cd	Rsn Cd	NOA Rsn Cd	EDBC Sw	Usr Selct Sw	Eff Bgn Dt	Eff End Dt
N/A							

14.3.6 Program List

Program Name	Action Required (“No Action”, “Recompile”, or “Changed”)
N/A	

15 APPENDIX B – HOURS SUMMARY

This Appendix includes the summary of hours upon which the Financial Summary was based. The hours allocated in each area will be further refined during the creation of the work plan and are therefore subject to change.

ITEM	HOURS
Project and Work Plan (PWP)	8.0
Functional Business Requirements (FBR)	39.5
Technical System Design (TSD)	28.8
Coding and Unit Testing (CUT)	105.8
System Test Plan (STP)	33.2
System Test Results (STR)	67.0
Training Documentation (TRN)	0.0
Delivery Documentation	0.0
Post Implementation Report (PIR)	0.0
CalHEERS Release B	0.0
TOTAL*	282.3

16 APPENDIX C – BENEFIT LINES

This Appendix includes the financial summary used to enter the Benefit Lines in PPM.

The following outlines the cost (price) associated with the scope of changes for this request in the billing format. This represents a fixed price unless otherwise noted. This price will expire 90 days from submission and may require revision if the project inception is delayed.

This project is Premise funded.

Work	Cost Subtotals	Cost Totals
Project Plan and Work Plan (PWP) (20% of total price) <i>(Includes: Initiation of the project, Project Plan and Work plan creation through formal approval, project management oversight through planning phase.)</i>	\$5,878	

PROJECT APPROACH AND COST (PAC)

Work	Cost Subtotals	Cost Totals
Functional Business Requirements (FBR) (30% of total price) <i>(Includes: Document creation through to formal approval, any JAD, JRP, etc., project management oversight through FBR phase.)</i>	\$8,817	
Technical System Design (TSD) (30% of total price) <i>(Includes: Design, Design Walkthrough and Design document creation through to formal approval, project management oversight through the TSD phase.)</i>	\$8,817	
System Test Plan (STP) (10% of total price) <i>(Includes: Test Plan document creation through to formal approval, code and unit test, unit test walkthrough, system test script creation, regression test script updates, and refinement through formal approval, project management oversight through Test Plan phase.)</i>	\$2,939	
System Test Results (STR) (0% of total price) <i>(Includes: Integrated test, system test, and regression test execution and the capture of test results, development of test results documentation through formal approval, development of training and delivery document through to formal approval, project management oversight through the implementation phase.)</i>	\$0	
Post Implementation Report (PIR) (10% of total price) <i>(Includes: Document creation through to formal approval, project management oversight through Post Implementation Phase.)</i>	\$2,939	
County Direct only UAT and Release Level Support Price <i>State assumptions of price.</i>	\$0	
<u>Gainwell Effort Subtotal</u>		\$29,390
Other <i>(List Hardware, Software, etc.)</i>	\$0	
Operational Support <i>(Ongoing, post-Release)</i>	\$0	
<u>Non-Effort Subtotal</u>		\$0
<u>Grand Total</u>		\$29,390

Template Version Number: 11.0

Template Effective Date: 01/08/2021



PROJECT APPROACH AND COST (PAC)

56843 REPEAL OF THE WTW 24-MONTH TIME CLOCK

Project Sponsor: Cecilia Fine and Camie Callis
Document Owner: Donna Rickard
Project Manager: Gboyega Ogunwale

Version 2.0
March 3, 2021



PROJECT DELIVERABLE CHANGE LOG

The Project Deliverable Change Log is used to reflect changes to this project deliverable throughout the deliverable management lifecycle.

Version	Brief Description of Change	Date (mm/dd/yyyy)	Author/ Contributor/ Reviewer
0.1.0	Created Document	02/05/2021	Donna Rickard
0.1.1	Updated for Interfaces, Employment Services	02/08/2021	Lindsey Mitchell
0.1.2	CC update	02/09/2021	Kent Sutter
0.1.3	Updated for Employment Services	02/10/2021	Darrell Newman
0.1.4	Updated for Authorization	02/10/2021	Kristine O'Brien
1.0	Advanced to WCDS for approval	02/25/2021	Donna Rickard
2.0	Addressed all comments and advanced back to WCDS for approval.	03/03/2021	Donna Rickard
	PAC approved and converted to PDF.	03/26/2021	Donna Rickard

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1 EXECUTIVE SUMMARY

The Project Approach and Cost (PAC) combines the elements of the Definitions Document (DD) and Cost Feasibility Study (CFS). This document has been developed to define the project approach and incorporate the appropriate elements of cost. It includes the following major components:

- Scope including identified business requirements
- Cost (Price)
- Assumptions, Risks, Constraints
- Benefits
- Workarounds
- Alternatives, if applicable
- Critical Success Factors
- Training
- Quality Assurance Checklist
- Requirements Traceability Matrix
- Type of Change – Full Governance

AB 79 repeals both the WTW 24-Month Time Clock (24-MTC) and CalWORKs federal standards and establishes the CalWORKs minimum standards as the sole set of CalWORKs hourly participation requirements throughout a client's time on aid, referred to henceforth as CalWORKs Hourly Participation Requirements. These changes are effective May 1, 2022, or at such time that the California Department of Social Services (CDSS) notifies the Legislature that the Statewide Automated Welfare Systems (SAWS) can perform the necessary automation, whichever is later.

Clients will be subject to the participation requirements currently called the CalWORKs minimum standards throughout time on aid. After the repeal of the WTW 24-Month Time Clock, these standards will be known as the CalWORKs Hourly Participation Requirements.

Vocational Education will be an allowable activity throughout a client's time on aid.

Both Job Search and Job Readiness activities are allowable throughout clients' time on aid without time limits under the CalWORKs Hourly Participation Requirements.

Form Updates – The following WTW Forms will be adjusted to reflect the application of the CalWORKs Hourly Participation Requirements and will be released on a flow basis with the goal of releasing all impacted forms prior to the implementation of this policy.

Will include all translations

1. CW 2186 A: CW Exemption Request – form – one auto trigger(interfaces) – text changes
2. CW 2186 B: CW Exemption Determination – NOA – all manual triggers – will need text changes
3. CW 2205: New Rules for CW WTW Activities – manual only form – will need text changes
4. FSP 2: Family Stabilization Program Denial Notice – OCC-auto trigger – will need text changes – T93076
5. WTW 2: WTW Plan Activity Assignment – system triggered – will need text changes T91971

6. WTW 5: WTW Program Notice - Tell the County if You Need Help Reading or Understanding this Notice – Form-manual trigger only

Form Removals – The following WTW 24-MTC forms will be deleted as a result of the WTW 24-MTC repeal:

1. CW 2208: Your WTW 24-MTC – Triggers – MF0001, EAN112, EAN113 - EDC502C.CPY (EAN112 and EAN113 reason codes)
2. WTW 38: WTW 24-MTC Notice -remove auto trigger (interfaces) – Triggers NM0571, T93066 - INN008B
3. WTW 43: Notice of Your WTW 24-MTC Ending Soon remove auto trigger (interfaces) – Trigger NM0637, T93073 - INP011B
4. WTW 44: WTW 24-MTC Extension Request Form – Trigger – NM0659-manual
5. WTW 45: WTW 24-MTC Extension Determination –Trigger – NM0662- manual
6. WTW 46: End of WTW 24-MTC Review Appointment Letter-Trigger – MF0001 – manual

Counties must notify all clients of the WTW Hourly Participation Requirements as soon as appropriate prior to May 1, 2022, to allow time to transition clients into new WTW plans, as necessary

2 PROJECT APPROACH AND SCOPE OF CHANGE

This section provides detailed information regarding the nature of the change, project outcomes, business drivers and other relevant information as defined in the following sections.

2.1 PROJECT STAKEHOLDERS

Role	Name
Executive Sponsor	Diane Alexander
Deputy Director	Lynn Bridwell
Product Owner	Cecilia Fine, Camie Callis
Project Manager	Gboyega Ogunwale
SMEs	Lindsey Mitchell, Darrell Newman, Kent Sutter

2.2 BUSINESS PROBLEM OR BUSINESS DRIVERS

AB 79 repeals both the WTW 24-MTC and CalWORKs federal standards and establishes the CalWORKs minimum standards as the sole set of CalWORKs hourly participation requirements throughout a client's time on aid, referred to henceforth as CalWORKs Hourly Participation Requirements. These changes are effective May 1, 2022, or at such time that the California Department of Social Services (CDSS) notifies the Legislature that the Statewide Automated Welfare Systems (SAWS) can perform the necessary automation, whichever is later.

2.3 CURRENT FUNCTIONALITY, IF APPLICABLE

Employment Services: Tracks and enforces the CalWORKs minimum standards including monitoring participant data updates and determining the impact to the 24-month clock, ticking, unticking, and extending as needed. Supports the 50 Percent Good Cause Clock Stopper. Calculates Work Participation Rate (WPR) data based on CalWORKs federal standards. Tracks and supports Family Stabilization. Handles 24-month clock WDTIP triggers not handled by EDBC or Interfaces. Allows the designation of core and non-core activities. Enforces time limits on vocational education, job search, and family stabilization services.

Interfaces: CalWIN currently populates WTW 24-Month Time Clock and exemption information on the eICT interface file. The WDTIP daily batch process sends LD03 transactions to WDTIP to report the WTW plan sign date, and both the WDTIP daily and monthly processes send LD09 transactions for exemptions on the WTW 24-Month Time Clock. CalWIN generates the WTW 38 and WTW 43 forms, along with the CW 2186A for individuals approaching the WTW 24-month limit. Alerts 487, 488, and 494 are currently generated in CalWIN. WTW 24-Month Time Clock and exemptions are currently created in CalWIN.

2.4 REQUIRED FUNCTIONALITY

The WTW 24-Month Time Clock updates will be terminated, the time stoppers and extenders will be removed. CalWIN will eliminate WPR calculations, and time limits for activities. The Core Activity indicator will be disabled. CalWIN will update the eICT interface to no longer populate the WTW 24-Month Time Clock information and the WDTIP interface not to send the LD03 transaction or exemptions for the WTW 24-Month Time Clock. CalWIN will no longer generate the WTW 38 and WTW 43 forms, and the CW 2186A will no longer be generated for individuals approaching the WTW 24-month limit. Alerts 487, 488, and 494 will no longer be generated.

2.4.1 Population Impacted

Eligibility Programs	Population Impacted and a Description of the Effect	% of Population or Cases Impacted
Employment Services	All ES cases that have an active WTW 24-Month Time Clock.	100%

2.4.2 Counties Impacted

County	Population Impacted and a Description of the Effect	% of Population Impacted
All Counties	All Counties that manage ES cases.	100%

2.4.3 County Staff Impacted

County Position	Population Impacted and a Description of the Effect	% of Population Impacted
Employment Service Workers	Employment Service Workers who manage ES cases.	100%

2.4.4 Workgroups Impacted

County Position	Population Impacted and a Description of the Effect	% of Population Impacted
N/A		

2.4.5 Programs Impacted

Program	Y/N	Description of the Affect
Adoption Assistance Program	N	No Expected Impact.
Approved Relative Caretaker (ARC)	N	No Expected Impact.
CalWORKs/RCA	N	No Expected Impact.
CalFresh	N	No Expected Impact.
CAPI	N	No Expected Impact.
Child Care	N	No Expected Impact.
CMSP	N	No Expected Impact.
County Specific	N	No Expected Impact.
Employment Services	Y	The WTW 24-Month Time Clock updates will be terminated, and the time stoppers will be removed. CalWIN will eliminate WPR calculations, and time limits for activities. The Core Activity indicator will be disabled. CalWIN will update the eICT interface to no longer populate the WTW 24- Month Time Clock information and the WDTIP interface not to send the LD03 transaction or exemptions for the WTW 24- Month Time Clock. CalWIN will no longer generate the WTW 38 and WTW 43 forms, and the CW 2186A will no longer be generated for individuals approaching the WTW 24-month

PROJECT APPROACH AND COST (PAC)

Program	Y/N	Description of the Affect
		limit. Alerts 487, 488, and 494 will no longer be generated.
Foster Care	N	No Expected Impact.
General Assistance/General Relief	N	No Expected Impact.
KinGap	N	No Expected Impact.
Medi-Cal	N	No Expected Impact.
Other (specify):	N	No Expected Impact.

2.4.6 Related Impacts

Proposals and Projects	Description of Potential Impacts to Counties
N/A	
County Direct	
N/A	
Service Requests	
N/A	

2.4.7 Affected Groups

This section contains the Affected Groups for this project identified at the time of submission of this deliverable. This section will not be changed if there are changes identified in future phases of the project. If there is a Technical System Design (TSD), this deliverable will contain the final Affected Groups for this project.

Application Services	
Group	Effect Description
Data Access Services (DAS)	No Expected Impact.
Rules Engine (includes Corticon)	No Expected Impact.
Group – Eligibility	Effect Description
Authorization	Update authorization (AU0010S) to not call ES0024S.
Benefit Issuance/Foster Care Issuance	No Expected Impact.

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Benefit Recovery – BV	No Expected Impact.
EDBC – ARC	No Expected Impact.
EDBC – CalWORKs	No Expected Impact.
EDBC – CAPI	No Expected Impact.
EDBC – CalFresh	No Expected Impact.
EDBC – Foster Care/KinGap	No Expected Impact.
EDBC – GA/GR	No Expected Impact.
EDBC – Medi-Cal	No Expected Impact.
EDBC – Other	No Expected Impact.
EDBC – RCA	No Expected Impact.
Error-Prone	No Expected Impact.
Kiosk	No Expected Impact.
Mass Update	No Expected Impact.
Redetermination – RRR	No Expected Impact.
Simulation	No Expected Impact.
Wrap-up	No Expected Impact.
Group – Input, Interfaces, and Inquiry	Effect Description
ACCESS CalWIN/IVR/VRU/FRTS	No Expected Impact.
Alerts & Tracking	No Expected Impact.
Application Architecture	No Expected Impact.
Application Registration	No Expected Impact.
Appointment Scheduling	No Expected Impact.
Case Assignment	No Expected Impact.
Client Referral	No Expected Impact.
CalWIN Web Application (CWA) – Inquiry	No Expected Impact.
Contact CalWIN	No Expected Impact.

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Data Collection	The WPR calculation and Timeline Manager logic will be removed from Household Relationship, Individual Sanction, Case Summary and Case Individual screens (DCB110U, DCC125U, DCE001U, DCE003U services).
Employment Services	ES0024S, ES0025S and ES0027S will be obsolete and all calls to them will be removed. All calls to the TimeLine Manager for the WTW 24- Month Time Clock (misc_parms begins with WTW24) will be removed. The TimeLine Manager will be purged of all WTW 24- Month Time Clock logic. Eliminate time limits for activities. Disable the Core activity indicator.
General System	No Expected Impact.
Hearings	No Expected Impact.
History Maintenance	No Expected Impact.
Identity and Access Management	No Expected Impact.
Index Clearance	No Expected Impact.
Inquiry	No Expected Impact.
Inter-County Transfer (ICT)	No Expected Impact.
Interfaces	Modify INE101B to stop populating WTW clocks/exemptions. Modify INN001B not to send LD03 or pick up C4 clock exemptions. Modify INN004B not to pick up C4 clock exemptions. Modify INP011B not to trigger alerts 487 and 488, not generate WTW 43, and not generate CW2186A for approaching WTW 24-month limit. Modify INV001S not to insert C4 clocks/exemptions. Turn INN008B off.
Interfaces – Floating Views	No Expected Impact.
Interfaces – OSB	No Expected Impact.
Interfaces – Summary View	No Expected Impact.
Providers	No Expected Impact.
Reference Tables Maintenance (App Svcs)	Up to 16 RTs may have rows end dated.
Security (App Svcs)	No Expected Impact.
Traffic Log	No Expected Impact.
Group – Information Reporting	Effect Description
Business Intelligence	No Expected Impact.

<p>Client Correspondence</p> <ul style="list-style-type: none"> a. Notices b. Triggers c. Reason Code d. Exstream including Enterprise Content Management (ECM) e. Translations Required? f. Impact to CC Maintenance Modules? 	<ul style="list-style-type: none"> a. 6 forms will be turned off and 6 forms will be updated. b. Forms turned off: <ul style="list-style-type: none"> 1. CW 2208: Your WTW 24-MTC 2. WTW 38: WTW 24-MTC Notice 3. WTW 43: Notice of Your WTW 24-MTC Ending Soon 4. WTW 44: WTW 24-MTC Extension Request Form 5. WTW 45: WTW 24-MTC Extension Determination 6. WTW 46: End of WTW 24-MTC Review Appointment Letter c. No Expected Impact. d. Forms updated: <ul style="list-style-type: none"> 1. CW 2186 A: CW Exemption Request 2. CW 2186 B: CW Exemption Determination 3. CW 2205: New Rules for CW WTW Activities 4. FSP 2: Family Stabilization Program Denial Notice 5. WTW 2: WTW Plan Activity Assignment 6. WTW 5: WTW Program Notice - Tell the County if You Need Help Reading or Understanding this Notice e. Languages for Form updates: <ul style="list-style-type: none"> 1. CW 2186 A: EN, RU, SP, CN, CA, VI 2. CW 2186 B: EN, RU, SP, CN, CA, VI 3. CW 2205: EN, SP 4. FSP 2: EN, SP, RU, CN 5. WTW 2: EN, RU, SP, CN, CA, VI 6. WTW 5: EN, RU, SP, CN, CA, VI, AE, KO, LA, FA, HM, FI, AR f. No Expected Impact.
Fraud Referral Tracking System (San Diego County Only)	No Expected Impact.
<p>Management Reporting</p> <ul style="list-style-type: none"> a. Extracts b. Detail c. Summary 	No Expected Impact.
Periodic Reporting	No Expected Impact.

Group – DBA	Effect Description
CalWIN Database – SQL Server	Process Reference Table Requests; Create and Test DML SQL, Apply Reference Table Changes in Database Builds. Review, Optimize and Review SQL.
Case Copy/Replication (DBA)	No Expected Impact.
CIS (County Information Server): <ul style="list-style-type: none"> a. CIS Data base schéma changes b. RT changes c. MR Extract changes 	<ul style="list-style-type: none"> a. No Expected Impact. b. Up to 16 RTs may have rows end-dated. c. No Expected Impact.
Database Objects (DBA) <ul style="list-style-type: none"> a. Database tables/columns b. Conversion SQLs c. Code SQL reviews d. Production SQL packs 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. Review, Optimize and Test SQL Reviews. d. No Expected Impact.
Reference Tables Maintenance (DBA) <ul style="list-style-type: none"> a. New RTs b. Columns c. Rows d. Logic e. Refresh SYS TST 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. Up to 16 RTs may have rows end-dated. d. No Expected Impact. e. No Expected Impact.
Group – Customer Experience	Effect Description
MyBenefits CalWIN	No Expected Impact.
MyBenefits CalWIN Mobile App	No Expected Impact.
General	
Group – Quality	Effect Description
Technical Writer	Review and update deliverables.
Testing – System	<ul style="list-style-type: none"> 1. System Test will test and validate that CalWIN will eliminate the WPR calculation. 2. System Test will test and validate that CalWIN will terminate updates to the WTW 24- Month Time Clock. 3. System Test will test and validate that RTs are updated as specified in requirements.

	<ol style="list-style-type: none"> 4. System Test will test and validate that CalWIN will eliminate the time limit for activities. 5. System Test will test and validate that CalWIN will disable Core Activity indicators. 6. System Test will test and validate that CalWIN will update the eICT interface not to populate WTW 24-Month Time Clock information. 7. System Test will test and validate that CalWIN will update the WDTIP interface not to send the LD03 transaction or WTW 24- Month Time Clock specific exemptions. 8. System Test will test and validate that CalWIN will stop the WTW 24- Month Time Clock alerts. 9. System Test will test and validate that CalWIN will update the following NOA/Forms for the following languages: <ul style="list-style-type: none"> • CW 2186 A: CW Exemption Request (Language - EN, RU, SP, CN, CA, VI) • CW 2186 B: CW Exemption Determination (Language - EN, RU, SP, CN, CA, VI) • CW 2205: New Rules for CW WTW Activities (Language - EN, SP) • FSP 2: Family Stabilization Program Denial Notice (Language - EN, SP, RU, CN) • WTW 2: WTW Plan Activity Assignment (Language - EN, RU, SP, CN, CA, VI) • WTW 5: WTW Program Notice - Tell the County if You Need Help Reading or Understanding this Notice (Language - EN, RU, SP, CN, CA, VI, AE, KO, LA, FA, HM, FI, AR) 10. System Test will test to confirm the 6 CC end-dated are no longer available.
Testing – Integration	No Expected Impact.
Operations	
Group – Operations	Effect Description
Batch & Production Support	No Expected Impact.
Capacity Planning	No Expected Impact.
Configuration Management	No Expected Impact.
System DBA Support	No Expected Impact.
Engineering	No Expected Impact.

Management	No Expected Impact.
Middleware & SW Support	No Expected Impact.
Network Services	No Expected Impact.
Security	No Expected Impact.
Storage	No Expected Impact.
Tuxedo	No Expected Impact.
UNIX/Linux Services	No Expected Impact.
Windows Services	No Expected Impact.

3 CRITICAL SUCCESS FACTORS

Critical Success Factor	Description of Expected Measurable Result
Eliminating the 24-month Time Clock	WTW 24- Month Time Clock records are no longer added or updated in CalWIN by any system process.

4 TRAINING

Training Artifact	Training Type	High-Level Description of Training		
Release Notes and Highlights	Documentation	Release Notes and Highlights are provided as part of the Training Documentation deliverable for the Release Project.		
Online User Manual (OLUM)	Manual Update	Updates to the Online User Manual are provided as part of the Training Documentation deliverable for the Release Project. N/A		
Best Practice Guides (BPG)/User Guides (UG)	Manual Update	Updates to the following Best Practice Guides (BPG)/User Guides (UG) are provided as part of the Training Documentation deliverable for this project. N/A		
Systems Operation Plan 35-19 County Responsibilities	Manual Update	Y/N	New or Changing County Responsibilities due to the following Project Change:	Description – Detail actions for any Yes

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Training Artifact	Training Type	High-Level Description of Training		
		N	Reference Table	
		N	CalWIN Security Overview	
		N	Maintenance CalWIN User Accounts	
		N	Mobile/Portal User Support	
		N	Business Intelligence User Accounts	
		N	Employment Services	
		N	Providers	
		N	Case Assignments	
		N	Appointment Scheduling	
		N	Benefit Issuance Setup	
Other	<ul style="list-style-type: none"> Documentation and County Calls Additional County Calls Scenario Workflows Renewal Workflow Charts Medi-Cal Renewal Guide As defined during BSM 	N/A		

5 ASSUMPTIONS

5.1 GENERAL ASSUMPTIONS

This section documents the known assumptions (as of the submission of this document) associated with the delivery of the proposal/project. The following table provides a list of the assumptions:

Assumption Identifier	Assumption Category	Assumption Description
1.0	Timing	The actual release date is established by the PCB. This PAC's Target Release is valid based on an approval by WCDS by 03/11/2021 to begin the project. If the approval date is not met, then the Targeted Release will be reassessed during the Project Initiation phase based on the actual time that the project was authorized to begin.
2.0	Staff	Adequate staffing will be available to define the scope, requirements, design, development, testing and deployment.
3.0	Technical	No infrastructure software, hardware, and network upgrades or additions have been scoped as part of this change. They will need to be addressed in a separate change or the estimates; both cost and schedule, on this change will need to be revised to include any such changes. No new environments will be added or setup as a result of this change.
4.0	Technical	There is no impact to EDBC subsystem on this project.
5.0	Governance	CalWIN won't prevent users from updating the WTW clock or its exemptions manually.
6.0	Governance	Translations will be included in the project if provided by CDSS timely.
7.0	Technical	There is no impact to the reporting subsystem (BI) on this project.
8.0	Technical	CalWIN will continue to display historical WTW clock data and counters in Data Collection and Inquiry windows; there is no impact to Inquiry subsystem.
9.0	Technical	No new variables are required.

5.2 DELIVERABLE ASSUMPTIONS

The following is a list of deliverables to be completed during the delivery of this project.

Included (Yes/No)	Deliverable Name	Deliverable Assumption/Exception
Yes	Project Plan and Work Plan (PWP) – <i>the Work Plan is the PPM schedule</i>	
Yes	Functional Business Requirements (FBR) – <i>includes requirements and Acceptance Criteria from ALM</i>	
Yes	Technical Specifications Document (TSD)	
Yes	System Test Plan (STP) – <i>includes reference to test scripts in ALM</i>	
Yes	System Test Results (STR) – <i>includes reference to test runs and artifacts in ALM</i>	
Yes	Training Documentation – <i>includes updates to BPGs, User Guides, and any training materials. The Training Documentation for the Release Project will include the Release Notes, Release Highlights, Technical Specifications Worksheet, and OLUM updates.</i>	RN&H and BPG
Yes	Delivery Documentation – <i>includes delivery documentation such as updates to Reference Table changes and the RRS Worksheets</i>	
Yes	Post Implementation Report (PIR)	

6 CONSTRAINTS

The following table provides a list of the known business and technical constraints at the time of the submission of this document.

Constraint ID	Type of Constraint	Constraint Description
N/A		

7 BENEFITS

Is there a cost if the change is not implemented?	YES	NO
	X	

Legal and Regulatory

8 RISKS

This section documents high-level risks identified during the Business Strategy Meeting(s). If a risk identified in the proposal phase is still open when the project is triggered, the risk will be entered into the project in PPM. Throughout the project lifecycle, the project management team will maintain a list of risks in the Project and Portfolio Management (PPM) tool for the project. This list of risks will be reviewed and updated during the course of the project.

The following table summarizes the risks associated with this proposal at the time of submission of this document.

ID	Risk Title	Brief Description of Risk Impact	Overview of the Risk Response Strategy
N/A			

9 ALTERNATIVE APPROACHES, IF APPLICABLE

This section includes a listing of any alternative approaches, if applicable, implementation alternatives and BENDS.

9.1 ALTERNATE APPROACH OVERVIEW IDENTIFIED DURING BSM/ROM PHASE, IF APPLICABLE

N/A

9.2 IMPLEMENTATION ALTERNATIVES

Implementation Alternatives Definition:

1. **Full Automation** – The application is modified to implement the change. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. Full automation would provide a means to receive and record total child support collected, identify the months that would be affected, and un-tick the clock due to child support reimbursement when appropriate.
2. **Partial Automation** – A portion of the change is implemented by modifying CalWIN. This strategy is used in combination with other strategies such as Adaptation of Application or Manual Implementation. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. Partial automation provides users with the ability to un-tick the clock in CalWIN for prior months using a reason of child support. **Note:** There would be a manual process to identify the applicable months.
3. **No Automation** – A non-automated method, such as a paper process, is used to implement the change. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. A manual process is used to identify the month in which child support reimbursement was received and the clock should be un-ticked.

Alternatives	Price	Benefit*	Negative Impacts
1. Full Automation	N/A		
2. Partial Automation	N/A		

PROJECT APPROACH AND COST (PAC)

Alternatives	Price	Benefit*	Negative Impacts
3. No Automation <i>(Manual)</i>	N/A		

9.3 BUSINESS ENVIRONMENT DESIGN STRATEGY (BENDS)

BENDS Required (Y/N)	Brief Description of BENDS Need	Responsible Party for BENDS Development	Comments
N			

County	Contact
N/A	

10 EXECUTIVE FINANCIAL SUMMARY

10.1 FINANCIAL SUMMARY

The following outlines the cost (price) associated with the scope of changes for this request in the pricing format. This represents a fixed price unless otherwise noted. This price will expire 90 days from submission and may require revision if the project inception is delayed. Once a project is started, invoicing will, however, occur based on the billing table shown in Appendix C.

Work	Cost Subtotals	Cost Totals
Project Planning: Project Plan and Work Plan (PWP) <i>(Includes: Initiation of the project, Project Plan and Work plan creation through formal approval, project management oversight through planning phase.)</i>	\$5,884	
Requirements Analysis: Functional Business Requirements (FBR) <i>(Includes: Document creation through to formal approval, any JAD, JRP, etc., project management oversight through FBR phase.)</i>	\$79,037	
Design: Technical System Design (TSD) <i>(Includes: Design, Design Walkthrough and Design document creation through to formal approval, project management oversight through the TSD phase.)</i>	\$87,413	
Test Planning: System Test Plan (STP) <i>(Includes: Test Plan document creation through to formal approval, code and unit test, unit test walkthrough, system test script creation, regression test script updates, and refinement through formal approval, project management oversight through Test Plan phase.)</i>	\$351,734	
Testing: System Test Results (STR) <i>(Includes: Integrated test, system test, and regression test execution and the capture of test results, development of test results documentation through formal approval, development of training and delivery document through to formal approval, project management oversight through the implementation phase.)</i>	\$246,413	
Post Implementation Report (PIR) <i>(Includes: Development and delivery of the post-implementation report deliverable.)</i>	\$1,880	
County Direct only UAT and Release Level Support Price <i>(State assumptions of price)</i>	\$0	
Gainwell Effort Subtotal		\$772,361
Other <i>(List Hardware, Software, etc.)</i>	\$0	
Operational Support <i>(Ongoing, post-Release)</i>	\$0	
Non-Effort Subtotal		\$0

PROJECT APPROACH AND COST (PAC)

Work	Cost Subtotals	Cost Totals
Grand Total		\$772,361
CalHEERS B Release Level Support <i>(Included in grand total)</i>		\$0

The cost (price) defined in this PAC does not exceed or is within 25% of the cost (price) communicated in the Rough Order of Magnitude (ROM).

10.2 TARGETED RELEASE TIMEFRAME

The following is the targeted release timeframe based on the current schedule, scope, and budget. This timeframe may need to be revised if the project inception is delayed.

Suggested Target Release ID	Suggested Target Release Date	Comments and Rationale for Target Release
Release 68	February 2022	

11 QA CHECKLIST

11.1 AREAS OF IMPACT CHECKLIST

Question	Y/N	Notes								
1. Does CalWIN do this today?	Y									
2. Would this change be the same for all eligibility programs? If 'No', what eligibility programs are impacted?	N	No changes to an eligibility program								
3. Would this change be the same for all employment services programs? If 'No', what eligibility programs are impacted?	N	WTW								
4. Would there be any changes to how the windows currently look?	N									
5. Would the new information need to be collected on a new or existing window? If yes, has confidentiality been assessed? Follow the following confidentiality guidelines: <table border="1" data-bbox="224 1016 821 1260"> <thead> <tr> <th>New Information</th><th>Security On</th></tr> </thead> <tbody> <tr> <td>Child window</td><td>No</td></tr> <tr> <td>Search window</td><td>No</td></tr> <tr> <td>Contains Client Information</td><td>Yes</td></tr> </tbody> </table>	New Information	Security On	Child window	No	Search window	No	Contains Client Information	Yes	N	
New Information	Security On									
Child window	No									
Search window	No									
Contains Client Information	Yes									
6. Would the change affect the functionality of the window's icons?	N									
7. Do any interface partners receive this information? If Yes, note which partners.	Y	WDTIP, C-IV/LRS and CalWIN (eICT)								
8. Are any Management Reports impacted by this change? If yes, which ones and what would change?	N									
9. Does the change affect Business Intelligence? If yes, which page and what would change?	N									
10. Would the existing correspondence be affected or would new correspondence be required? If so, verify that correspondence is identified in the impacts.	Y	The following existing correspondence will be modified: CW 2186 A: CW Exemption Request, CW 2186 B: CW Exemption Determination, CW								

Question	Y/N	Notes
		<p>2205: New Rules for CW WTW Activities, FSP 2: Family Stabilization Program Denial Notice, WTW 2: WTW Plan Activity Assignment, WTW 5: WTW Program Notice - Tell the County if You Need Help Reading or Understanding this Notice.</p> <p>The following correspondence will be removed from CalWIN and no longer triggered: CW 2208: Your WTW 24-MTC, WTW 38: WTW 24-MTC Notice, WTW 43: Notice of Your WTW 24-MTC Ending Soon, WTW 44: WTW 24-MTC Extension Request Form, WTW 45: WTW 24-MTC Extension Determination, WTW 46: End of WTW 24-MTC Review Appointment Letter.</p>
11. Does this change how eligibility is determined?	N	
12. Would the new information need to display on the CalWIN Web application?	N	
13. Are there end-user references to Food Stamps in the system components impacted by this CR?	N	
14. Were the WCDS Guiding Principles for Standardization considered in developing this change?	Y	WCDS Guiding Principles for Standardization were considered.
15. Is there an impact to County Direct services?	N	
16. Will this require changes to the Software Report?	N	

11.2 DELIVERABLE CHECKLIST

QA Activity	Requirement Verified/Not Verified	Notes
The correct deliverable template is used.	Verified	

QA Activity	Requirement Verified/Not Verified	Notes
No sections were removed from deliverable.	Verified	
Check the title page for the title, project reference, sponsor, owner, version, and date.	Verified	
Headers/footers are correct.	Verified	
Table of Contents updated.	Verified	
Sections/fields are completed (except the Approval section) or N/A entered if the section is not applicable.	Verified	
Template instructions removed.	Verified	
Correct any obvious formatting inconsistencies.	Verified	
Perform grammar/spell check.	Verified	
If any clarifications needed, enter comments via Comment Log. If there were any QA comments requiring rework, re-review deliverable after updates are made.	Verified	

12 REQUIREMENTS TRACEABILITY MATRIX

The following table list Business Requirements included in the scope of this Project Approach and Cost. If there are existing business requirements that are being modified or retired, the source for these business requirements is ALM. If the business requirement is new, the ALM reference information is N/A.

12.1 NEW MODIFIED OR RETIRED REQUIREMENTS

This table includes a list of Business Requirements impacted by this change that are known at the time of submission of this PAC. The source for these Business Requirements is ALM if there are existing Business Requirements that are being modified or retired.

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
1	CalWIN must eliminate the WPR calculation.	CalWIN		New
2	CalWIN must terminate updates to the WTW 24- Month Time Clock.	CalWIN		New
3	CalWIN must eliminate the time limit for activities.	CalWIN		New
4	CalWIN must disable Core Activity indicators.	CalWIN		New
5	CalWIN must update the eICT interface not to populate WTW 24- Month Time Clock information.	CalWIN		New
6	CalWIN must update the WDTIP interface not to send the LD03 transaction or WTW 24- Month Time Clock exemptions.	CalWIN		New
7	CalWIN must stop the WTW 24- Month Time Clock alerts.	CalWIN		New
8	CalWIN must update the following NOA/Forms. <ul style="list-style-type: none"> • CW 2186 A: CW Exemption Request • CW 2186 B: CW Exemption Determination • CW 2205: New Rules for CW WTW Activities 	CalWIN		New

PROJECT APPROACH AND COST (PAC)

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
	<ul style="list-style-type: none"> FSP 2: Family Stabilization Program Denial Notice WTW 2: WTW Plan Activity Assignment WTW 5: WTW Program Notice - Tell the County if You Need Help Reading or Understanding this Notice 			
9	<p>CalWIN must end date and no longer generate the following NOA/Forms.</p> <ul style="list-style-type: none"> CW 2208: Your WTW 24-MTC WTW 38: WTW 24-MTC Notice WTW 43: Notice of Your WTW 24-MTC Ending Soon WTW 44: WTW 24-MTC Extension Request Form WTW 45: WTW 24-MTC Extension Determination WTW 46: End of WTW 24-MTC Review Appointment Letter 	CalWIN		New

Any additional requirements identified during the development of the PAC are identified in the following table.

Line Number	Business Requirement (During PAC phase)	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
N/A				

12.2 IMPLEMENTED REQUIREMENTS NOT MODIFIED

This table includes a list of Business Requirements impacted but not modified by this change known at the time of submission of this PAC. The source for these business requirements is ALM. Implemented requirements are included to help define business process areas impacted by the change yet do not have direct requirements changes.

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference
N/A			

13 ACCEPTANCE SIGNOFF

Acceptance Signoff for this deliverable (57890) is captured in the Project and Portfolio Management (PPM) tool via the Deliverable Management process.

14 APPENDIX A – DESIGN NOTES

This Appendix includes design notes related to Reference Table (RT) Only changes.

14.1 CIS CHECKLIST

Will the Implementation of the Project be reasonably expected to:	Y/N?	If Y, then specify the impact description
1. Change the way the data is being saved, deleted, updated or stored in any table?	N	
2. Change the cardinality of any table relationships?	N	
3. Create new tables?	N	
4. Create new columns in existing tables?	N	
5. Change column attributes in existing tables?	N	
6. Obsolete existing tables?	N	
7. Obsolete existing columns?	N	
8. Change the use of existing columns?	N	
9. Change the way data in a column is calculated (for calculated fields)?	N	
10. Update existing records to accommodate the change?	N	
11. Change the meaning of existing RT values?	N	
12. Use hard-coded values entered in the databases that are not based on reference table values?	N	
13. Change the standard retention of data in any table?	N	
14. Require change to existing queries used to produce CalWIN management reporting extracts?	N	

Will the Implementation of the Project be reasonably expected to:	Y/N?	If Y, then specify the impact description
15. Require change to existing queries used to retrieve and display data on CalWIN screens?	Y	Tuxedo Fetch Services used to retrieve WTW 24- Month Time Clock or time limit data will have modified queries.
16. Affect the CIS daily and/or monthly file delivery process and timing?	N	
17. Change the format or structure of the CIS daily or monthly files?	N	
18. Change CIS daily or monthly file names at any level in the compression?	N	
19. Affect the standard Oracle-based CIS load process?	N	
20. Affect the typical growth of the database size?	N	
21. Are there Reference Table changes?	Y	Up to 16 RTs may have rows end-dated.
22. Are tables being added to the CIS Subject Area?	N	
23. CIS Deliverables (DDL/DML, RT Views, and PDM) and CIS Training Manual package generated or updated?	Y	Update CIS Deliverables as applicable.

14.2 DATABASE CHANGES

The Database Services team completes this section. Complete the Database Changes table only for **approved** exceptions to the PAC usage criteria that include database changes. Otherwise, enter N/A.

Table	Column	Data Type	Service	Window ID	Window Title	Window Field	Calculated Field Detail *
N/A							

14.3 REFERENCE TABLES

The following RT sections only need to be completed for RT Only and COLA RT changes. Full project Reference Table information will continue to be documented in the FBR (if available at the time) and TSD per the typical process.

The following six sections are completed for each reference table affected by the change.

In the event that this proposal is accepted and becomes a project:

- The RT Documentation template for each reference table affected by the change is also completed as part of the design deliverables.
- For existing tables, complete the reference request spreadsheet [RRS] for EACH reference table affected by the change as part of the design deliverables.
- For new tables, the RRS will be generated during the construction phase.

14.3.1 Table Information

```
select
  'TABLE NAME - ' || REFR_TBL_PHY_NM || CHR(13) || CHR(10) ||
  'LOGICAL NAME - ' || REFR_TBL_LGCL_NM || CHR(13) || CHR(10) ||
  'SHORT DESC - ' || REFR_TBL_DESC || CHR(13) || CHR(10) ||
  'MAINT LEVEL - ' || DECODE(MAINT_LVL_CD,
    'C','COUNTY', 'N','CONSORTIUM',
    'B','BOTH CONSORTIUM AND COUNTY',
    'S','SYSTEM') || CHR(13) || CHR(10) ||
  'LEAD TRACK - ' || SUBSYS_NM || CHR(13) || CHR(10)
FROM RT_REFR_TBL A, RT_SUBSYS B
WHERE REFR_TBL_PHY_NM = 'RT_XXX'
AND A.MAINT_SUB_SYS_CD = B.SUBSYS_CD(+);
```

Table Name	N/A
Logical Name	N/A
Short Description	N/A
Maint. Level	N/A
Lead Subsystem	N/A

14.3.2 County-Updatable Columns and Default Values

```
SELECT
B.COL_LGCL_NM || ' - ' || B.COL_PHY_NM
FROM RT_REFR_TBL A, RT_COL B
WHERE A.REFR_TBL_PHY_NM = 'RT_XXXX'
AND A.REFR_TBL_ID = B.REFR_TBL_ID AND B.COL_UPD_SW = 'Y';
```

County Updatable Column Name	Row Key Value	Value (PRD Value when updating existing data, Default value when completely new rows)	Counties (All or county codes when value is county specific)	RT Query Date (or indicate N/A when 'Completely new row')
N/A				

14.3.3 Action Information

Actions to Be Taken on the Table		Explanatory Notes
1	If inserting or updating rows, give <i>an</i> approximate number of rows to be inserted or updated.	N/A
2	If a new table is to be created, list the key fields and the attributes pertinent to the functionality being requested.	N/A
3	If an existing table is having its structure changed (new column, change existing column length or type, change the primary key, etc.), describe the structure change.	N/A
4	If data is going to be inserted or updated, specify the effective begin date to be used for the new rows.	N/A
5	The standard for RTs is: <ul style="list-style-type: none"> All updates will be accompanied by a change of effective begin date. No updates will be done by overlaying / overwriting existing records or data. If a deviation from this standard is planned, note that in the FBR along with the reasons for the deviation. 	N/A
6	If any data conversion will be needed, note the requirement. Generally, data conversion	N/A

Actions to Be Taken on the Table		Explanatory Notes
	is only needed if key values are being replaced.	
7	If any SQLs will need to be created for the counties to execute – for example, to identify impacted cases – indicate the need.	N/A
8	If the counties will need to take any action in conjunction with this change request, note the requirement. (Some examples of county actions would include: making updates to consortium/county tables, scheduling an extra batch job run, running SQLs to identify the impacted cases, etc.) Note if these changes are required for the User Acceptance Testing (UAT) release, for the Production release, or both. This information must also be included in the Release Notes prior to the release.	N/A
9	For RTs that have “year” or “date” fields other than effective begin and end dates, and those date fields are used in the program logic to select the appropriate RT row, make a note of the special logic and document if/how this affects the RT change, the coding, and/or the testing.	N/A

14.3.4 Structure Information

- RT structure changes are typically not permitted in the Project Approach and Cost (PAC) Process. In rare instances, an exception can be approved allowing a structure change to be completed with a PAC. If a structural change was approved, this structure information section will be completed. If there are no structure changes planned for this project, this section will be indicated N/A.

Column Action (Add Change Delete)	Key Column (Yes/No)	Physical Column Name (24 Characters Maximum)	Logical Column (Attribute Name – 50 Characters Maximum)	Column Description for RT Help (4000 Characters Maximum)	Candidate Data Type / Length	Null/Not Null	Display Order	County Update-able (Yes/No)
N/A								

14.3.5 Data Information



Only Consortium rows can be added or updated. Some reference tables are only maintained by the Counties; some reference tables have rows maintained by the Consortium and also rows maintained by the Counties. In order to verify that a particular row is a Consortium row, do any one of the following:

1. Execute the following SQL to retrieve the county maint. Switch for the table rows. If the switch value is Y, only the counties can maintain the data; if the value is N, it is a consortium row and you can update it.

```
SELECT A.REFR_TBL_PHY_NM, B.CNTY_MAINT_SW, B.DATA_KEY,
       B.ROW_DATA
FROM RT_REFR_TBL A, RT_DATA B
WHERE A.REFR_TBL_ID = B.REFR_TBL_ID
AND A.MAINT_LVL_CD = 'B'
AND A.REFR_TBL_PHY_NM = 'RT_NCMP_GDCS_RSN';
```

2. Access the reference table in CubeD and click the download button to download the data in a spreadsheet. Check the County Value column on the Reference Table Data tab.
3. Access the reference table in the CalWIN application and view the data. Check the CNTY VAL SW column.

Updated Rows Table:

Row Action (Change, Delete)	Key Value (if composite key specify all key column values)	Column Name and/or Row Key	Old Value	New Value
N/A				

New Rows Table:

If the RT has county specific columns with differing values across county please copy this following table section for each county with differing values. If there are no county updateable columns or all counties have the same values, then please use 'All Counties' and only one table section is needed.

All counties/county name (code)

Value 1	Value 2	Value n	County Action
N/A			

14.3.6 Program List

Program Name	Action Required ("No Action", "Recompile", or "Changed")
N/A	

15 APPENDIX B – HOURS SUMMARY

This Appendix includes the summary of hours upon which the Financial Summary was based. The hours allocated in each area will be further refined during the creation of the work plan and are therefore subject to change.

ITEM	HOURS
Project and Work Plan (PWP)	41.3
Functional Business Requirements (FBR)	554.8
Technical System Design (TSD)	613.6
Coding and Unit Testing (CUT)	1893.8
System Test Plan (STP)	575.2
System Test Results (STR)	1652.4
Training Documentation (TRN)	77.3
Delivery Documentation	0.0
Post Implementation Report (PIR)	13.2
CalHEERS Release B	0.0
TOTAL*	5421.6

*Footnote: 493.4 contingency hours are included in the estimated total.

16 APPENDIX C – BENEFIT LINES

This Appendix includes the financial summary used to enter the Benefit Lines in PPM.

The following outlines the cost (price) associated with the scope of changes for this request in the billing format. This represents a fixed price unless otherwise noted. This price will expire 90 days from submission and may require revision if the project inception is delayed.

Work	Cost Subtotals	Cost Totals
Project Plan and Work Plan (PWP) (20% of total price) <i>(Includes: Initiation of the project, Project Plan and Work plan creation through formal approval, project management oversight through planning phase.)</i>	\$154,472	
Functional Business Requirements (FBR) (30% of total price) <i>(Includes: Document creation through to formal approval, any JAD, JRP, etc., project management oversight through FBR phase.)</i>	\$231,708	

PROJECT APPROACH AND COST (PAC)

Work	Cost Subtotals	Cost Totals
Technical System Design (TSD) (30% of total price) <i>(Includes: Design, Design Walkthrough and Design document creation through to formal approval, project management oversight through the TSD phase.)</i>	\$231,708	
System Test Plan (STP) (10% of total price) <i>(Includes: Test Plan document creation through to formal approval, code and unit test, unit test walkthrough, system test script creation, regression test script updates, and refinement through formal approval, project management oversight through Test Plan phase.)</i>	\$77,236	
System Test Results (STR) (0% of total price) <i>(Includes: Integrated test, system test, and regression test execution and the capture of test results, development of test results documentation through formal approval, development of training and delivery document through to formal approval, project management oversight through the implementation phase.)</i>	\$0	
Post Implementation Report (PIR) (10% of total price) <i>(Includes: Document creation through to formal approval, project management oversight through Post Implementation Phase.)</i>	\$77,237	
County Direct only UAT and Release Level Support Price <i>State assumptions of price.</i>	\$0	
<u>Gainwell Effort Subtotal</u>		\$772,361
Other <i>(List Hardware, Software, etc.)</i>	\$0	
Operational Support <i>(Ongoing, post-Release)</i>	\$0	
<u>Non-Effort Subtotal</u>		\$0
<u>Grand Total</u>		\$772,361

Template Version Number: 10.0

Template Effective Date: 12/08/2020



PROJECT APPROACH AND COST (PAC)

58654 TANF PANDEMIC EMERGENCY ASSISTANCE FUND

Project Sponsor: Cecilia Fine
Document Owner: Donna Rickard
Project Manager: Olu Ogunwale

Version 2.0
September 9, 2021



PROJECT DELIVERABLE CHANGE LOG

The Project Deliverable Change Log is used to reflect changes to this project deliverable throughout the deliverable management lifecycle.

Version	Brief Description of Change	Date (mm/dd/yyyy)	Author/ Contributor/ Reviewer
0.1.0	Document Created	05/19/2021	Donna Rickard
1.0	Advanced to WCDS for approval.	08/30/2021	Donna Rickard
2.0	Addressed all comments and advanced back to WCDS for approval.	09/09/2021	Donna Rickard
	Approved by WCDS and Pac Was converted to PDF	09/16/2021	Donna Rickard

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1 EXECUTIVE SUMMARY

The Project Approach and Cost (PAC) combines the elements of the Definitions Document (DD) and Cost Feasibility Study (CFS). This document has been developed to define the project approach and incorporate the appropriate elements of cost. It includes the following major components:

- Scope including identified business requirements
- Cost (Price)
- Assumptions, Risks, Constraints
- Benefits
- Workarounds
- Alternatives, if applicable
- Critical Success Factors
- Training
- Quality Assurance Checklist
- Requirements Traceability Matrix
- Type of Change – Minimal Governance

The State of California is receiving TANF funds as part of the American Rescue Plan Act of 2021.

Current proposal is to issue \$640 to CalWORKs only at the AU level, not individual.

This project effort is already completed and the documentation is trailing.

This was a Time and Material Project billed per actual time logged to Proposal 58654

2 PROJECT APPROACH AND SCOPE OF CHANGE

This section provides detailed information regarding the nature of the change, project outcomes, business drivers and other relevant information as defined in the following sections.

2.1 PROJECT STAKEHOLDERS

Role	Name
Executive Sponsor	Diane Alexander
Deputy Director	Lynn Bridwell
Product Owner	Cecilia Fine
Project Manager	Olu Ogunwale
SMEs	Pete Wallerich, Srinivas Teki

Role	Name
Project Management Office <i>For projects with cloud related changes</i>	N/A

2.2 BUSINESS PROBLEM OR BUSINESS DRIVERS

N/A

2.3 CURRENT FUNCTIONALITY, IF APPLICABLE

N/A

2.4 REQUIRED FUNCTIONALITY

TANF Pandemic Emergency Assistance Fund will be issued in the amount of \$640 to active CalWORKs households as of 07/10/2021 and a mass mailer will be generated on 07/12/2021 in English and Spanish. Additionally, a case list will be posted to Change order 4249 and delivered to CDSS with the following fields:

- Flag indicating opt-in for email
- Flag indicating opt-in for text
- Email address
- Phone number
- Preferred written language
- Preferred spoken language
- County
- Case number
- CIN
- Aid code
- Date of birth
- First name
- Last name
- Mailing address 1
- Mailing address 2
- Mailing city
- Mailing state
- Mailing zip code

2.4.1 Population Impacted

Eligibility Programs	Population Impacted and a Description of the Effect	% of Population or Cases Impacted
CalWORKs	TANF Pandemic Emergency Assistance Fund will be issued in the amount of \$640 to active CalWORKs households as of 07/10/2021.	100%

2.4.2 Counties Impacted

County	Population Impacted and a Description of the Effect	% of Population Impacted
All Counties	All counties that manage CalWORKs cases.	100%

2.4.3 County Staff Impacted

County Position	Population Impacted and a Description of the Effect	% of Population Impacted
Eligibility Workers	Eligibility Workers that manage CalWORKs cases.	100%

2.4.4 Workgroups Impacted

County Position	Population Impacted and a Description of the Effect	% of Population Impacted
N/A		

2.4.5 Programs Impacted

Program	Y/N	Description of the Affect
Adoption Assistance Program	N	No Expected Impact.
Approved Relative Caretaker (ARC)	N	No Expected Impact.
CalWORKs/RCA	Y	Active CalWORKs cases will receive a Non-System Determined Issuance (NSDI) in the amount of \$640.
CalFresh	N	No Expected Impact.
CAPI	N	No Expected Impact.

PROJECT APPROACH AND COST (PAC)

Program	Y/N	Description of the Affect
Child Care	N	No Expected Impact.
CMSP	N	No Expected Impact.
County Specific	N	No Expected Impact.
Employment Services	N	No Expected Impact.
Foster Care	N	No Expected Impact.
General Assistance/General Relief	N	No Expected Impact.
KinGap	N	No Expected Impact.
Medi-Cal	N	No Expected Impact.
Other (specify):	N	No Expected Impact.

2.4.6 Related Impacts

Proposals and Projects	Description of Potential Impacts to Counties
N/A	
County Direct	
N/A	
Service Requests	
N/A	

2.4.7 Affected Groups

This section contains the Affected Groups for this project identified at the time of submission of this deliverable. This section will not be changed if there are changes identified in future phases of the project. If there is a Technical System Design (TSD), this deliverable will contain the final Affected Groups for this project.

Application Services	
Group	Effect Description
Data Access Services (DAS)	No Expected Impact.
Rules Engine (includes Corticon)	No Expected Impact.

PROJECT APPROACH AND COST (PAC)

Group – Eligibility	Effect Description
Authorization	No Expected Impact.
Benefit Issuance/Foster Care Issuance	Benefit Issuance will be modified to not count TANF Pandemic Emergency Assistance Fund in grant reimbursement.
Benefit Recovery – BV	No Expected Impact.
EDBC – ARC	No Expected Impact.
EDBC – CalWORKs	A SQL pack will be created to provide active CalWORKs cases a Non-System Determined Issuance (NSDI) in the amount of \$640. SQL Pack to trigger the mass mailer the day after issuance.
EDBC – CAPI	No Expected Impact.
EDBC – CalFresh	No Expected Impact.
EDBC – Foster Care/KinGap	No Expected Impact.
EDBC – GA/GR	No Expected Impact.
EDBC – Medi-Cal	No Expected Impact.
EDBC – Other	No Expected Impact.
EDBC – RCA	No Expected Impact.
Error-Prone	No Expected Impact.
Kiosk	No Expected Impact.
Mass Update	No Expected Impact.
Redetermination – RRR	No Expected Impact.
Simulation	No Expected Impact.
Wrap-up	No Expected Impact.
Group – Input, Interfaces, and Inquiry	Effect Description
ACCESS CalWIN/IVR/VRU/FRTS	No Expected Impact.
Alerts & Tracking	No Expected Impact.
Application Architecture	No Expected Impact.
Application Registration	No Expected Impact.

PROJECT APPROACH AND COST (PAC)

Appointment Scheduling	No Expected Impact.
Case Assignment	No Expected Impact.
Client Referral	No Expected Impact.
CalWIN Web Application (CWA) – Inquiry	No Expected Impact.
Contact CalWIN	No Expected Impact.
Data Collection	No Expected Impact.
Employment Services	No Expected Impact.
General System	No Expected Impact.
Hearings	No Expected Impact.
History Maintenance	No Expected Impact.
Identity and Access Management	No Expected Impact.
Index Clearance	No Expected Impact.
Inquiry	No Expected Impact.
Inter-County Transfer (ICT)	No Expected Impact.
Interfaces	No Expected Impact.
Interfaces – Floating Views	No Expected Impact.
Interfaces – OSB	No Expected Impact.
Interfaces – Summary View	No Expected Impact.
Providers	No Expected Impact.
Reference Tables Maintenance (App Svcs)	No Expected Impact.
Security (App Svcs)	No Expected Impact.
Traffic Log	No Expected Impact.
Group – Information Reporting	Effect Description
Business Intelligence	No Expected Impact.
Client Correspondence a. Notices b. Triggers	<ul style="list-style-type: none"> a. New OCC Mass mailer. b. New SQL Pack Trigger. c. New reason code. d. OCC will be created in Exstream.

PROJECT APPROACH AND COST (PAC)

<ul style="list-style-type: none"> c. Reason Code d. Exstream including Enterprise Content Management (ECM) e. Translations Required? f. Impact to CC Maintenance Modules? 	<ul style="list-style-type: none"> e. 2 Languages - English and Spanish. f. No Expected Impact.
Fraud Referral Tracking System (San Diego County Only)	No Expected Impact.
Management Reporting <ul style="list-style-type: none"> a. Extracts b. Detail c. Summary 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. No Expected Impact.
Periodic Reporting	No Expected Impact.
Group – DBA	Effect Description
CalWIN Database – SQL Server	No Expected Impact.
Case Copy/Replication (DBA)	No Expected Impact.
CIS (County Information Server) <ul style="list-style-type: none"> a. CIS Data base schéma changes b. RT changes c. MR Extract changes 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. No Expected Impact.
Database Objects (DBA) <ul style="list-style-type: none"> a. Database tables/columns b. Conversion SQLs c. Code SQL reviews d. Production SQL packs 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. No Expected Impact. d. No Expected Impact.
Reference Tables Maintenance (DBA) <ul style="list-style-type: none"> a. New RTs b. Columns c. Rows d. Logic 	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact. c. 1 new row in RT_PAY_TYP, 4 new rows in RT_PAY_ISS_TYP d. No Expected Impact. e. No Expected Impact.

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e. Refresh SYS TST	
Group – Customer Experience	Effect Description
MyBenefits CalWIN	No Expected Impact.
MyBenefits CalWIN Mobile App	No Expected Impact.
General	
Group – Quality	Effect Description
Technical Writer	Review and update deliverables.
Testing – System	<ul style="list-style-type: none"> System test will validate that the TANF Pandemic Emergency Assistance Fund of \$640 is issued to active CalWORKs households as of 07/10/2021. System test will validate that a case comment is inserted on the case to support TANF Pandemic Emergency Assistance Fund. System test will validate that a new Payment type code is created to support TANF Pandemic Emergency Assistance Fund. System test will validate that the TANF Pandemic Emergency Assistance Fund is excluded from grant reimbursement.
Testing – Integration	No Expected Impact.
Operations	
Group – Operations	Effect Description
Batch & Production Support	Support a full batch cycle on 7/10/2021 and for testing.
Capacity Planning	No Expected Impact.
Configuration Management	No Expected Impact.
System DBA Support	No Expected Impact.
Engineering	No Expected Impact.
Management	No Expected Impact.
Middleware & SW Support	No Expected Impact.
Network Services	<ul style="list-style-type: none"> a. No Expected Impact. b. No Expected Impact.
a. CalWIN on PREM Changes	

b. Cloud Related Network Changes	
Cloud	a. No Expected Impact. b. No Expected Impact. c. No Expected Impact. d. No Expected Impact.
a. Security	
b. Monitoring and Performance	
c. Disaster Recovery	
d. Storage and Capacity Planning	
Security	No Expected Impact.
Storage	No Expected Impact.
Tuxedo	No Expected Impact.
UNIX/Linux Services	No Expected Impact.
Windows Services	No Expected Impact.

3 CRITICAL SUCCESS FACTORS

Critical Success Factor	Description of Expected Measurable Result
CalWORKs Pandemic Emergency Assistance Fund	Providing \$640 Grant to CalWORKs households active on 07/10/2021.

4 TRAINING

Training Artifact	Training Type	High-Level Description of Training
Release Notes and Highlights	Documentation	Release Notes and Highlights are provided as part of the Training Documentation deliverable for the Release Project. N/A
Online User Manual (OLUM)	Manual Update	Updates to the Online User Manual are provided as part of the Training Documentation deliverable for the Release Project. N/A

PROJECT APPROACH AND COST (PAC)

Training Artifact	Training Type	High-Level Description of Training		
Best Practice Guides (BPG)/User Guides (UG)	Manual Update	Updates to the following Best Practice Guides (BPG)/User Guides (UG) are provided as part of the Training Documentation deliverable for this project. N/A		
Systems Operation Plan 35-19 County Responsibilities	Manual Update	Y/N	New or Changing County Responsibilities due to the following Project Change:	Description – Detail actions for any Yes
		N	Reference Table	
		N	CalWIN Security Overview	
		N	Maintenance CalWIN User Accounts	
		N	Mobile/Portal User Support	
		N	Business Intelligence User Accounts	
		N	Employment Services	
		N	Providers	
		N	Case Assignments	
		N	Appointment Scheduling	
		N	Benefit Issuance Setup	
Other	<ul style="list-style-type: none"> Documentation and County Calls Additional County Calls Scenario Workflows Renewal Workflow Charts Medi-Cal Renewal Guide 	N/A		

Training Artifact	Training Type	High-Level Description of Training
	<ul style="list-style-type: none"> As defined during BSM 	

5 ASSUMPTIONS

5.1 GENERAL ASSUMPTIONS

This section documents the known assumptions (as of the submission of this document) associated with the delivery of the proposal/project. The following table provides a list of the assumptions:

Assumption Identifier	Assumption Category	Assumption Description
1.0	Timing	This is a Time and Material project
2.0	County Direct	County Direct Service Requests will not impact the M&O and the Counties Change Requests of the Systems for the Counties.
3.0	Staff	Adequate staffing will be available to define the scope, requirements, design, development, testing and deployment.
4.0	Technical	No infrastructure software, hardware, and network upgrades or additions have been scoped as part of this change. They will need to be addressed in a separate change or the estimates; both cost and schedule, on this change will need to be revised to include any such changes.
5.0	Technical	No new environments will be added or setup as a result of this change.
6.0	Technical	No cloud environment created or impacted as a result of this change.
7.0	Governance	RCA, ARC, FR and NMD cases are not part of this population.
8.0	Governance	No new BI reports
9.0	Governance	This Grant will not be considered for recalculations or overpayments.
10.0	Governance	This grant will not counted towards any other programs.

Assumption Identifier	Assumption Category	Assumption Description		
11.0	Technical	Population	Aid Code	Option A
		CalWORKs	30, 3P, 33, 3R, 35	Included
		RNE Mixed	3E, 3U, 3H	Included
		RNE State-Only	3L, 3M, 3G	Included
		CalWORKs Non-MOE	K1, 3F	Included
		TANF Timed-Out	32, 3W	Included

5.2 DELIVERABLE ASSUMPTIONS

The following is a list of deliverables to be completed during the delivery of this project.

Included (Yes/No)	Deliverable Name	Deliverable Assumption/Exception
No	Project Plan and Work Plan (PWP) – <i>the Work Plan is the PPM schedule</i>	Not required for this delivery
No	Functional Business Requirements (FBR) – <i>includes requirements and Acceptance Criteria from ALM</i>	Not required for this delivery
No	Technical Specifications Document (TSD)	Not required for this delivery
No	System Test Plan (STP) – <i>includes reference to test scripts in ALM</i>	Not required for this delivery
Yes	System Test Results (STR) – <i>includes reference to test runs and artifacts in ALM</i>	Non-standard STR with screenshots of the artifacts.
No	Training Documentation – <i>includes updates to BPGs, User Guides, and any training materials. The Training Documentation for the Release Project will include the Release Notes, Release Highlights, Technical Specifications Worksheet, and OLUM updates.</i>	Not required for this delivery
Yes	Delivery Documentation – <i>includes delivery documentation such as updates to Reference Table changes and the RRS Worksheets</i>	
No	Post Implementation Report (PIR)	Not required for this delivery

6 CONSTRAINTS

The following table provides a list of the known business and technical constraints at the time of the submission of this document.

Constraint ID	Type of Constraint	Constraint Description
1.0	Mass Mailer	CalWIN will need the translations by the first week of June 2021.

7 BENEFITS

Is there a cost if the change is not implemented?	YES	NO
		X

Time and Materials

8 RISKS

This section documents high-level risks identified during the Business Strategy Meeting(s). If a risk identified in the proposal phase is still open when the project is triggered, the risk will be entered into the project in PPM. Throughout the project lifecycle, the project management team will maintain a list of risks in the Project and Portfolio Management (PPM) tool for the project. This list of risks will be reviewed and updated during the course of the project.

The following table summarizes the risks associated with this proposal at the time of submission of this document.

ID	Risk Title	Brief Description of Risk Impact	Overview of the Risk Response Strategy
N/A			

9 ALTERNATIVE APPROACHES, IF APPLICABLE

This section includes a listing of any alternative approaches, if applicable, implementation alternatives and BENDS.

9.1 ALTERNATE APPROACH OVERVIEW IDENTIFIED DURING BSM/ROM PHASE, IF APPLICABLE

N/A

9.2 IMPLEMENTATION ALTERNATIVES

Implementation Alternatives Definition:

1. **Full Automation** – The application is modified to implement the change. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. Full automation would provide a means to receive and record total child support collected, identify the months that would be affected, and un-tick the clock due to child support reimbursement when appropriate.
2. **Partial Automation** – A portion of the change is implemented by modifying CalWIN. This strategy is used in combination with other strategies such as Adaptation of Application or Manual Implementation. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. Partial automation provides users with the ability to un-tick the clock in CalWIN for prior months using a reason of child support. **Note:** There would be a manual process to identify the applicable months.
3. **No Automation** – A non-automated method, such as a paper process, is used to implement the change. Example: Counties are required to un-tick the time on aid clock for child support reimbursement. A manual process is used to identify the month in which child support reimbursement was received and the clock should be un-ticked.

Alternatives	Price	Benefit*	Negative Impacts
1. Full Automation	N/A		
2. Partial Automation	N/A		
3. No Automation (Manual)	N/A		

9.3 BUSINESS ENVIRONMENT DESIGN STRATEGY (BENDS)

BENDS Required (Y/N)	Brief Description of BENDS Need	Responsible Party for BENDS Development	Comments
N/A			

County	Contact
N/A	

10 EXECUTIVE FINANCIAL SUMMARY

10.1 FINANCIAL SUMMARY

The following outlines the cost (price) associated with the scope of changes for this request in the pricing format. This represents a fixed price unless otherwise noted. This price will expire 90 days from submission and may require revision if the project inception is delayed. Once a project is started, invoicing will, however, occur based on the billing table shown in Appendix C.

Work	Cost Subtotals	Cost Totals
Project Planning: Project Plan and Work Plan (PWP) <i>(Includes: Initiation of the project, Project Plan and Work plan creation through formal approval, project management oversight through planning phase.)</i>	\$0	
Requirements Analysis: Functional Business Requirements (FBR) <i>(Includes: Document creation through to formal approval, any JAD, JRP, etc., project management oversight through FBR phase.)</i>	\$0	
Design: Technical System Design (TSD) <i>(Includes: Design, Design Walkthrough and Design document creation through to formal approval, project management oversight through the TSD phase.)</i>	\$0	
Test Planning: System Test Plan (STP) <i>(Includes: Test Plan document creation through to formal approval, code and unit test, unit test walkthrough, system test script creation, regression test script updates, and refinement through formal approval, project management oversight through Test Plan phase.)</i>	\$0	
Testing: System Test Results (STR) <i>(Includes: Integrated test, system test, and regression test execution and the capture of test results, development of test results documentation through formal approval, development of training and delivery document through to formal approval, project management oversight through the implementation phase.)</i>	\$0	
Post Implementation Report (PIR): <i>(Includes: Development and delivery of the post-implementation report deliverable.)</i>	\$0	
County Direct only UAT and Release Level Support Price <i>(State assumptions of price)</i>	\$0	
Other <i>(Delivery.)</i>	\$49,946	
<u>DXC Effort Subtotal</u>		\$49,946
Other <i>(List Hardware, Software, etc.)</i>	\$0	

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Work	Cost Subtotals	Cost Totals
Operational Support <i>(Ongoing, post-Release)</i>	\$0	
Non-Effort Subtotal		\$0
Grand Total		\$49,946
CalHEERS B Release Level Support <i>(Included in grand total)</i>		\$0
CalSAWS AWS Cost <i>[Not included in grand total – aligns to the Technical Budget Committee Review(TBCR)]</i>		\$0

ROM was waived for this Project. This is a Time and Material Project.

Cost indicated aligns with Actual Effort Reported on the Proposal and Project. Please reference:

- 58654 Actual Time Sheet Summary” Report attached to PPM 58654

10.2 TARGETED RELEASE TIMEFRAME

The following is the targeted release timeframe based on the current schedule, scope, and budget. This timeframe may need to be revised if the project inception is delayed.

Suggested Target Release ID	Suggested Target Release Date	Comments and Rationale for Target Release
Off Cycle	July 10, 2021	Payments applied.
Off Cycle	July 12, 2021	Mass Mailer to be issued.

11 QA CHECKLIST

11.1 AREAS OF IMPACT CHECKLIST

Question	Y/N	Notes								
1. Does CalWIN do this today?	N									
2. Would this change be the same for all eligibility programs? If 'No', what eligibility programs are impacted?	N	CalWORKs.								
3. Would this change be the same for all employment services programs? If 'No', what employment services programs are impacted?	N									
4. Would there be any changes to how the windows currently look?	N									
5. Would the new information need to be collected on a new or existing window? If yes, has confidentiality been assessed? Follow the confidentiality guidelines listed: <table border="1" data-bbox="224 1010 821 1255"> <thead> <tr> <th>New Information</th><th>Security On</th></tr> </thead> <tbody> <tr> <td>Child window</td><td>No</td></tr> <tr> <td>Search window</td><td>No</td></tr> <tr> <td>Contains Client Information</td><td>Yes</td></tr> </tbody> </table>	New Information	Security On	Child window	No	Search window	No	Contains Client Information	Yes	N	
New Information	Security On									
Child window	No									
Search window	No									
Contains Client Information	Yes									
6. Would the change affect the functionality of the window's icons?	N									
7. Do any interface partners receive this information? If Yes, note which partners.	Y	County auditor controller and EBT vendor.								
8. Are any Management Reports impacted by this change? If yes, which ones and what would change?	N									
9. Does the change affect Business Intelligence? If yes, which page and what would change?	N									
10. Would the existing correspondence be affected or would new correspondence be required? If so, verify that correspondence is identified in the impacts.	Y	New Mass Mailer.								

Question	Y/N	Notes
11. Does this change how eligibility is determined?	N	
12. Would the new information need to display on the CalWIN Web application?	Y	Update Banner Page.
13. Are there end-user references to Food Stamps in the system components impacted by this CR?	N	
14. Were the WCDS Guiding Principles for Standardization considered in developing this change?	Y	WCDS Guiding Principles for Standardization were considered.
15. Is there an impact to County Direct services?	N	
16. Will this require changes to the Software Report?	N	

11.2 DELIVERABLE CHECKLIST

QA Activity	Requirement Verified/Not Verified	Notes
The correct deliverable template is used.	Verified	
No sections were removed from deliverable.	Verified	
Check the title page for the title, project reference, sponsor, owner, version, and date.	Verified	
Headers/footers are correct.	Verified	
Table of Contents updated.	Verified	
Sections/fields are completed (except the Approval section) or N/A entered if the section is not applicable.	Verified	
Template instructions removed.	Verified	
Correct any obvious formatting inconsistencies.	Verified	
Perform grammar/spell check.	Verified	
If any clarifications needed, enter comments via Comment Log.	Verified	

PROJECT APPROACH AND COST (PAC)

QA Activity	Requirement Verified/Not Verified	Notes
If there were any QA comments requiring rework, re-review deliverable after updates are made.		

12 REQUIREMENTS TRACEABILITY MATRIX

The following table list Business Requirements included in the scope of this Project Approach and Cost. If there are existing business requirements that are being modified or retired, the source for these business requirements is ALM. If the business requirement is new, the ALM reference information is N/A.

12.1 NEW MODIFIED OR RETIRED REQUIREMENTS

This table includes a list of Business Requirements impacted by this change that are known at the time of submission of this PAC. The source for these Business Requirements is ALM if there are existing Business Requirements that are being modified or retired.

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
1	CalWIN must issue the TANF Pandemic Emergency Assistance Fund of \$640 to active CalWORKs households as of 07/10/2021	CalWIN		New
2	CalWIN must insert a case comment to support TANF Pandemic Emergency Assistance Fund	CalWIN		New
3	CalWIN must create a new Payment type code to support TANF Pandemic Emergency Assistance	CalWIN		New
4	CalWIN must exclude the TANF Pandemic Emergency Assistance Fund from grant reimbursement.	CalWIN		New
5	CalWIN must generate a case list.	CalWIN		New
6	CalWIN must generate a New Mass Mailer in English, Spanish and TBD	CalWIN		New
7	Noticing will be mass informing on MyBCW and county home pages (as approved by each county) and text messages, email and phone calls done by CDSS (created and issued).	CalWIN		New

Any additional requirements identified during the development of the PAC are identified in the following table.

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Line Number	Business Requirement (During PAC phase)	ALM Source Project	ALM Requirement Reference	The Scope of Change for ALM Requirement
N/A				

12.2 IMPLEMENTED REQUIREMENTS NOT MODIFIED

This table includes a list of Business Requirements impacted but not modified by this change known at the time of submission of this PAC. The source for these business requirements is ALM. Implemented requirements are included to help define business process areas impacted by the change yet do not have direct requirements changes.

Line Number	Business Requirement	ALM Source Project	ALM Requirement Reference
N/A			

13 ACCEPTANCE SIGNOFF

Acceptance Signoff for this deliverable (59912) is captured in the Project and Portfolio Management (PPM) tool via the Deliverable Management process.

14 APPENDIX A – DESIGN NOTES

This Appendix includes design notes related to Reference Table (RT) Only changes.

14.1 CIS CHECKLIST

Will the Implementation of the Project be reasonably expected to:	Y/N?	If Y, then specify the impact description
1. Change the way the data is being saved, deleted, updated or stored in any table?	N	
2. Change the cardinality of any table relationships?	N	
3. Create new tables?	N	
4. Create new columns in existing tables?	N	
5. Change column attributes in existing tables?	N	
6. Obsolete existing tables?	N	
7. Obsolete existing columns?	N	
8. Change the use of existing columns?	N	
9. Change the way data in a column is calculated (for calculated fields)?	N	
10. Update existing records to accommodate the change?	N	
11. Change the meaning of existing RT values?	N	
12. Use hard-coded values entered in the databases that are not based on reference table values?	N	
13. Change the standard retention of data in any table?	N	

Will the Implementation of the Project be reasonably expected to:	Y/N?	If Y, then specify the impact description
14. Require change to existing queries used to produce CalWIN management reporting extracts?	N	
15. Require change to existing queries used to retrieve and display data on CalWIN screens?	N	
16. Affect the CIS daily and/or monthly file delivery process and timing?	N	
17. Change the format or structure of the CIS daily or monthly files?	N	
18. Change CIS daily or monthly file names at any level in the compression?	N	
19. Affect the standard Oracle-based CIS load process?	N	
20. Affect the typical growth of the database size?	N	
21. Are there Reference Table changes?	Y	RT_PAY_ISS_TYP and RT_PAY_TYP
22. Are tables being added to the CIS Subject Area?	N	
23. CIS Deliverables (DDL/DML, RT Views, and PDM) and CIS Training Manual package generated or updated?	N	

14.2 DATABASE CHANGES

The Database Services team completes this section. Complete the Database Changes table only for **approved** exceptions to the PAC usage criteria that include database changes. Otherwise, enter N/A.

Table	Column	Data Type	Service	Window ID	Window Title	Window Field	Calculated Field Detail *
N/A							

14.3 REFERENCE TABLES

The following RT sections only need to be completed for RT Only and COLA RT changes. Full project Reference Table information will continue to be documented in the FBR (if available at the time) and TSD per the typical process.

The following six sections are completed for each reference table affected by the change.

In the event that this proposal is accepted and becomes a project:

- The RT Documentation template for each reference table affected by the change is also completed as part of the design deliverables.
- For existing tables, complete the reference request spreadsheet [RRS] for EACH reference table affected by the change as part of the design deliverables.
- For new tables, the RRS will be generated during the construction phase.

14.3.1 Table Information

```
select
  'TABLE NAME - ' || REFR_TBL_PHY_NM || CHR(13) || CHR(10) ||
  'LOGICAL NAME - ' || REFR_TBL_LGCL_NM || CHR(13) || CHR(10) ||
  'SHORT DESC - ' || REFR_TBL_DESC || CHR(13) || CHR(10) ||
  'MAINT LEVEL - ' || DECODE(MAINT_LVL_CD,
    'C','COUNTY', 'N','CONSORTIUM',
    'B','BOTH CONSORTIUM AND COUNTY',
    'S','SYSTEM') || CHR(13) || CHR(10) ||
  'LEAD TRACK - ' || SUBSYS_NM || CHR(13) || CHR(10)
FROM RT_REFR_TBL A, RT_SUBSYS B
WHERE REFR_TBL_PHY_NM = 'RT_XXX'
AND A.MAINT_SUB_SYS_CD = B.SUBSYS_CD(+);
```

Table Name	RT_PAY_TYP
Logical Name	Payment Type
Short Description	This reference table contains the various types of payment that include Ancillary Payment, Regular etc.
Maint. Level	Consortium
Lead Subsystem	Benefit Issuance

14.3.2 County-Updatable Columns and Default Values

```

SELECT
  B.COL_LGCL_NM || ' - ' || B.COL_PHY_NM
FROM RT_REFR_TBL A, RT_COL B
WHERE A.REFR_TBL_PHY_NM = 'RT_XXXX'
AND A.REFR_TBL_ID = B.REFR_TBL_ID AND B.COL_UPD_SW = 'Y';

```

County Updatable Column Name	Row Key Value	Value (PRD Value when updating existing data, Default value when completely new rows)	Counties (All or county codes when value is county specific)	RT Query Date (or indicate N/A when 'Completely new row')
N/A				

14.3.3 Action Information

Actions to Be Taken on the Table		Explanatory Notes
1	If inserting or updating rows, give an approximate number of rows to be inserted or updated.	Table to have new rows inserted.
2	If a new table is to be created, list the key fields and the attributes pertinent to the functionality being requested.	N/A
3	If an existing table is having its structure changed (new column, change existing column length or type, change the primary key, etc.), describe the structure change.	N/A
4	If data is going to be inserted or updated, specify the effective begin date to be used for the new rows.	07/01/2021
5	The standard for RTs is: <ul style="list-style-type: none"> • All updates will be accompanied by a change of effective begin date. • No updates will be done by overlaying / overwriting existing records or data. • If a deviation from this standard is planned, note that in the FBR along with the reasons for the deviation. 	All updates will be accompanied by a change of effective begin date.
6	If any data conversion will be needed, note the requirement. Generally, data conversion	N/A

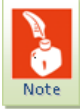
Actions to Be Taken on the Table		Explanatory Notes
	is only needed if key values are being replaced.	
7	If any SQLs will need to be created for the counties to execute – for example, to identify impacted cases – indicate the need.	N/A
8	If the counties will need to take any action in conjunction with this change request, note the requirement. (Some examples of county actions would include: making updates to consortium/county tables, scheduling an extra batch job run, running SQLs to identify the impacted cases, etc.) Note if these changes are required for the User Acceptance Testing (UAT) release, for the Production release, or both. This information must also be included in the Release Notes prior to the release.	N/A
9	For RTs that have “year” or “date” fields other than effective begin and end dates, and those date fields are used in the program logic to select the appropriate RT row, make a note of the special logic and document if/how this affects the RT change, the coding, and/or the testing.	N/A

14.3.4 Structure Information

- RT structure changes are typically not permitted in the Project Approach and Cost (PAC) Process. In rare instances, an exception can be approved allowing a structure change to be completed with a PAC. If a structural change was approved, this structure information section will be completed. If there are no structure changes planned for this project, this section will be indicated as N/A.

Column Action (Add Change Delete)	Key Column (Yes/No)	Physical Column Name (24 Characters Maximum)	Logical Column (Attribute Name – 50 Characters Maximum)	Column Description for RT Help (4000 Characters Maximum)	Candidate Data Type / Length	Null/Not Null	Display Order	County Update-able (Yes/No)
N/A	No	USR_SELECT_SW	User Select Switch	Yes/No switch signifying if the user can select the entry.	CHAR(1)	Not Null		No
N/A	No	EFF_BGN_DT	Effective Begin Date	Date from which the information in the instance of this entity is effective.	DATE	Not Null		No
N/A	No	EFF_END_DT	Effective End Date	Date up to which the information in the instance of the entity is effective.	DATE	Null		No

14.3.5 Data Information



Only Consortium rows can be added or updated. Some reference tables are only maintained by the Counties; some reference tables have rows maintained by the Consortium and also rows maintained by the Counties. In order to verify that a particular row is a Consortium row, do any one of the following:

1. Execute the following SQL to retrieve the county maint. Switch for the table rows. If the switch value is Y, only the counties can maintain the data; if the value is N, it is a consortium row and you can update it.

```
SELECT A.REFR_TBL_PHY_NM, B.CNTY_MAINT_SW, B.DATA_KEY,
       B.ROW_DATA
FROM RT_REFR_TBL A, RT_DATA B
WHERE A.REFR_TBL_ID = B.REFR_TBL_ID
AND A.MAINT_LVL_CD = 'B'
AND A.REFR_TBL_PHY_NM = 'RT_NCMP_GDCS_RSN';
```

2. Access the reference table in CubeD and click the download button to download the data in a spreadsheet. Check the County Value column on the Reference Table Data tab.
3. Access the reference table in the CalWIN application and view the data. Check the CNTY VAL SW column.

Updated Rows Table:

Row Action (Change, Delete)	Key Value (if composite key specify all key column values)	Column Name and/or Row Key	Old Value	New Value
N/A				

New Rows Table:

If the RT has county specific columns with differing values across county please copy this following table section for each county with differing values. If there are no county updateable columns or all counties have the same values, then please use 'All Counties' and only one table section is needed.

All counties/county name (code)

Value 1	Value 2	Value n	County Action
N/A			

Pay Typ Cd	Pay Typ Desc	Meds	Mnul Iss Allow	Vld Ben Splt	Rcr Pay	Vld Spl Pay	Spl Pay Auth Main Auth
PE	Pandemic Emergency Assistance Fund	0	Y	N	N	N	N

Prvdr Pay	Subsys	Mr Pay Typ Cd	Mnul Iss Elig Calc Sw	Bv Sw	Usr Selct Sw	Eff Bgn Dt	Eff End Dt
N	BI	NP	Y	N	Y	07/01/2021	

14.3.6 Program List

Program Name	Action Required ("No Action", "Recompile", or "Changed")
AU0001F	No Action
AU0001N	No Action
AU0001U	No Action
AU0003N	No Action
AU0005N	No Action
AU0016N	No Action
AU0010S	No Action

PROJECT APPROACH AND COST (PAC)

Program Name	Action Required ("No Action", "Recompile", or "Changed")
AU0025S	No Action
BI0001N	No Action
BI0003N	No Action
BI0007N	No Action
BI0009N	No Action
BI0011N	No Action
BI0013N	No Action
BI0026N	No Action
BI0029U	No Action
BI0033F	No Action
BI0034N	No Action
BI0035N	No Action
BI0080B	No Action
BV0004N	No Action
BV0019N	No Action
BV0020N	No Action
BV0020S	No Action
CC0034U	No Action
EDD008S	No Action
EDM103S	No Action
ES0453U	No Action
MR0021B	No Action
MR0026B	No Action

Program Name	Action Required ("No Action", "Recompile", or "Changed")
MR0028B	No Action
MR0061B	No Action
MR0069B	No Action
MR0118B	No Action
MR0127B	No Action
WU0010F	No Action
WU0025F	No Action
WU0200N	No Action
WU0225N	No Action

14.3.7 RT_PAY_ISS_TYP

```

select
  'TABLE NAME - ' || REFR_TBL_PHY_NM || CHR(13) || CHR(10) ||
  'LOGICAL NAME - ' || REFR_TBL_LGCL_NM || CHR(13) || CHR(10) ||
  'SHORT DESC - ' || REFR_TBL_DESC || CHR(13) || CHR(10) ||
  'MAINT LEVEL - ' || DECODE(MAINT_LVL_CD,
    'C','COUNTY', 'N','CONSORTIUM',
    'B','BOTH CONSORTIUM AND COUNTY',
    'S','SYSTEM') || CHR(13) || CHR(10) ||
  'LEAD TRACK - ' || SUBSYS_NM || CHR(13) || CHR(10)
FROM RT_REFR_TBL A, RT_SUBSYS B
WHERE REFR_TBL_PHY_NM = 'RT_PAY_ISS_TYP'
AND A.MAINT_SUB_SYS_CD = B.SUBSYS_CD(+);

```

Table Name	RT_PAY_ISS_TYP
Logical Name	Payment and Issuance Types
Short Description	This reference table is a cross edit between payment types and issuance types.
Maint. Level	Both Consortium and County
Lead Subsystem	Benefit Issuance

14.3.8 County-Updatable Columns and Default Values

```
SELECT
B.COL_LGCL_NM || ' - ' || B.COL_PHY_NM
FROM RT_REFR_TBL A, RT_COL B
WHERE A.REFR_TBL_PHY_NM = 'RT_XXXX'
AND A.REFR_TBL_ID = B.REFR_TBL_ID AND B.COL_UPD_SW = 'Y';
```

Column Name	Default Value
N/A	

14.3.9 Action Information

Actions to Be Taken on the Table		Explanatory Notes
1	<i>If inserting or updating rows, give an approximate number of rows to be inserted or updated.</i>	Table to have new rows inserted.
2	<i>If a new table is to be created, list the key fields and the attributes pertinent to the functionality being requested.</i>	N/A
3	<i>If an existing table is having its structure changed (new column, change existing column length or type, change the primary key, etc.), describe the structure change.</i>	N/A
4	<i>If data is going to be inserted or updated, specify the effective begin date to be used for the new rows.</i>	07/01/2021
5	<p><i>The standard for RTs is:</i></p> <ul style="list-style-type: none"> <i>All updates will be accompanied by a change of effective begin date.</i> <i>No updates will be done by overlaying / overwriting existing records or data.</i> <i>If a deviation from this standard is planned, note that in the FBR along with the reasons for the deviation.</i> 	All updates will be accompanied by a change of effective begin date.

Actions to Be Taken on the Table		Explanatory Notes
6	<i>If any data conversion will be needed, note the requirement. Generally, data conversion is only needed if key values are being replaced.</i>	N/A
7	<i>If any SQLs will need to be created for the counties to execute – for example, to identify impacted cases – indicate the need.</i>	N/A
8	<i>If the counties will need to take any action in conjunction with this change request, note the requirement. (Some examples of county actions would include: making updates to consortium/county tables, scheduling an extra batch job run, running SQLs to identify the impacted cases, etc.) Note if these changes are required for the User Acceptance Testing (UAT) release, for the Production release, or both. This information must also be included in the Release Notes prior to the release.</i>	N/A
9	<i>For RTs that have “year” or “date” fields other than effective begin and end dates, and those date fields are used in the program logic to select the appropriate RT row, make a note of the special logic and document if/how this affects the RT change, the coding, and/or the testing.</i>	N/A

14.3.10 Structure Information

- RT structure changes are typically not permitted in the Project Approach and Cost (PAC) Process. In rare instances, an exception can be approved allowing a structure change to be completed with a PAC. If a structural change was approved, this structure information section will be completed. If there are no structure changes planned for this project, this section will be indicated N/A.

Column Action (Add Change Delete)	Key Column (Yes/No)	Physical Column Name (24 Characters Maximum)	Logical Column (Attribute Name - 50 Characters Maximum)	Column Description for RT Help (4000 Characters Maximum)	Candidate Data Type / Length	Null/Not Null	Display Order	County Update-able (Yes/No)
N/A	No	USR_SELCT_SW	User Select Switch	Yes/No switch signifying if the user can select the entry.	CHAR(1)	Not Null		No
N/A	No	EFF_BGN_DT	Effective Begin Date	Date from which the information in the instance of this entity is effective.	DATE	Not Null		No
N/A	No	EFF_END_DT	Effective End Date	Date up to which the information in the instance of the entity is effective.	DATE	Null		No

14.3.11 Data Information



Only Consortium rows can be added or updated. Some reference tables are only maintained by the Counties; some reference tables have rows maintained by the Consortium and also rows maintained by the Counties. In order to verify that a particular row is a Consortium row, do any one of the following:

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```
SELECT A.REFR_TBL_PHY_NM, B.CNTY_MAINT_SW, B.DATA_KEY,
       B.ROW_DATA
FROM RT_REFR_TBL A, RT_DATA B
WHERE A.REFR_TBL_ID = B.REFR_TBL_ID
AND A.MAINT_LVL_CD = 'B'
AND A.REFR_TBL_PHY_NM = 'RT_NCMP_GDCS_RSN';
```

2. Access the reference table in CubeD and click the download button to download the data in a spreadsheet. Check the County Value column on the Reference Table Data tab.
3. Access the reference table in the CalWIN application and view the data. Check the CNTY VAL SW column.]

Row Action (Change, Delete)	Key Value (if composite key specify all key column values)	Column Name and/or Row Key	Old Value	New Value
N/A				

Value 1	Value 2	Value n	County Action
N/A			

PROJECT APPROACH AND COST (PAC)

Pay_typ_cd	Iss_typ_cd	Pgm_Cat_cd	Usr Selct Sw	Eff Bgn Dt	Eff End Dt
PE	CH	C	Y	07/01/2021	
PE	EB	C	Y	07/01/2021	
PE	EF	C	Y	07/01/2021	
PE	WR	C	Y	07/01/2021	

14.3.12 Program List

Program Name	Action Required ("No Action", "Recompile", or "Changed")
AU0001N	No Action required
AU0003N	No Action required
AU0005F	No Action required
AU0005N	No Action required
AU0016N	No Action required
BI0003N	No Action required
BI0006N	No Action required
BI0007N	No Action required
BI0008N	No Action required
BI0011N	No Action required
BI0080B	No Action required
ES0004	No Action required
ES0073N	No Action required

14.4 CLOUD ARCHITECTURE DESIGN

Full Project Cloud Architecture information will continue to be documented in the FBR (if available at the time) and TSD per the typical process. For CalSAWS projects, these updates are also subject to CalSAWS Governance.

N/A

15 APPENDIX B – HOURS SUMMARY

This Appendix includes the summary of hours upon which the Financial Summary was based. The hours allocated in each area will be further refined during the creation of the work plan and are therefore subject to change.

ITEM	HOURS
Project and Work Plan (PWP)	0
Functional Business Requirements (FBR)	0
Technical System Design (TSD)	0
Coding and Unit Testing (CUT)	0
System Test Plan (STP)	0
System Test Results (STR)	0
Training Documentation (TRN)	0
Delivery	350.6
Post Implementation Report (PIR)	0
CalHEERS Release B	0
TOTAL*	350.6

*Footnote: 0 contingency hours are included in the estimated total.

16 APPENDIX C – BENEFIT LINES

This Appendix includes the financial summary used to enter the Benefit Lines in PPM.

The following outlines the cost (price) associated with the scope of changes for this request in the billing format. This represents a fixed price unless otherwise noted. This price will expire 90 days from submission and may require revision if the project inception is delayed.

Work	Cost Subtotals	Cost Totals
Project Plan and Work Plan (PWP) (0% of total price) <i>(Includes: Initiation of the project, Project Plan and Work plan creation through formal approval, project management oversight through planning phase.)</i>	\$0	

PROJECT APPROACH AND COST (PAC)

Work	Cost Subtotals	Cost Totals
Functional Business Requirements (FBR) (0% of total price) <i>(Includes: Document creation through to formal approval, any JAD, JRP, etc., project management oversight through FBR phase.)</i>	\$0	
Technical System Design (TSD) (0% of total price) <i>(Includes: Design, Design Walkthrough and Design document creation through to formal approval, project management oversight through the TSD phase.)</i>	\$0	
System Test Plan (STP) (0% of total price) <i>(Includes: Test Plan document creation through to formal approval, code and unit test, unit test walkthrough, system test script creation, regression test script updates, and refinement through formal approval, project management oversight through Test Plan phase.)</i>	\$0	
System Test Results (STR) (0% of total price) <i>(Includes: Integrated test, system test, and regression test execution and the capture of test results, development of test results documentation through formal approval, development of training and delivery document through to formal approval, project management oversight through the implementation phase.)</i>	\$0	
Post Implementation Report (PIR) (0% of total price) <i>(Includes: Document creation through to formal approval, project management oversight through Post Implementation Phase.)</i>	\$0	
County Direct only UAT and Release Level Support Price <i>State assumptions of price:</i>	\$0	
Other (Delivery.) (100% of total price)	\$49,946	
<u>DXC Effort Subtotal</u>		\$49,946
Other (List Hardware, Software, etc.)	\$0	
Operational Support (Ongoing, post-Release)	\$0	
<u>Non-Effort Subtotal</u>		\$0
<u>Grand Total</u>		\$49,946

Template Version Number: 12.0

Template Effective Date: 07/20/2021

Signature: Holly Murphy
Holly Murphy (Oct 8, 2021 09:33 PDT)

Email: murphyh@calsaws.org