

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-208537

ACIN I-25-19 Treatment on In-Kind Support and
Maintenance in the Cash Assistance Program
for Immigrants (CAPI)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tom Lazio, Connor O'Donnell, Connor Gorry
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/13/2022	1.0	Initial Draft	Tom Lazio, Connor O'Donnell, Connor Gorry

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Recommendations.....	6
2.1	Income Detail.....	6
2.1.1	Overview	6
2.1.2	Income Detail Mockup	7
2.1.3	Description of Changes	7
2.1.4	Page Location	9
2.1.5	Security Updates.....	9
2.1.6	Page Mapping.....	9
2.1.7	Page Usage/Data Volume Impacts	9
2.2	Transaction History Detail.....	10
2.2.1	Overview	10
2.2.2	Transaction History Detail Mockup	10
2.2.3	Description of Changes	10
2.2.4	Page Location	10
2.2.5	Security Updates.....	10
2.2.6	Page Mapping.....	10
2.2.7	Page Usage/Data Volume Impacts	10
2.3	County Parameter Detail Page	11
2.3.1	Overview	11
2.3.2	County Parameter Detail Page Mockup.....	11
2.3.3	Description of Changes	12
2.3.4	Page Location	13
2.3.5	Security Updates.....	13
2.3.6	Page Mapping.....	13
2.3.7	Page Usage/Data Volume Impacts	13
2.4	Eligibility: New In-Kind Support and Maintenance (ISM) Income Type.....	13
2.4.1	Overview	13

2.4.2	Description of Changes	13
2.4.3	Programs Impacted	14
2.5	Eligibility: New EDBC Logic for ISM Amount Calculation.....	14
2.5.1	Overview	14
2.5.2	Description of Changes	14
2.5.3	Programs Impacted	16
2.6	Eligibility: New Presumed Maximum Value (PMV) Code Table	16
2.6.1	Overview	16
2.6.2	Description of Changes	16
2.6.3	Programs Impacted	16
2.7	Client Correspondence: Regression Testing for CAPI NOAs with Unearned Income	17
2.7.1	Overview	17
2.8	Correspondence - Add threshold language translations for new 'In-Kind Support and Maintenance' income type.....	17
2.8.1	Overview	17
2.8.2	Description of Change.....	17
3	Supporting Documents	18
4	Requirements.....	18
4.1	Project Requirements.....	18

1 OVERVIEW

ACIN I-25-19 provides guidance on how to calculate and apply in-kind support and maintenance (ISM) for Cash Assistance Program for Immigrants (CAPI) applicant(s)/recipient(s). This SCR will provide details for automating the ISM calculation and applying it as unearned income for the CAPI applicant/recipient.

1.1 Current Design

Currently County staff manually calculate the countable income to determine whether in-kind support and maintenance (ISM) is applicable using the SOC 453 form and enter the countable ISM as unearned income for the CAPI applicant/recipient into CalSAWS.

1.2 Requests

The request is to add a new income type for ISM and automate the ISM calculation to apply the countable amount as unearned income for the CAPI applicant/recipient in CalSAWS.

1.3 Overview of Recommendations

1. Online: Update the Income Detail page with a new Income Type to support the entry of questions related to In-Kind Support and Maintenance (ISM).
2. Online: Update the County Parameters Detail page to account for the new ISM income type.
3. Eligibility: Add new In-Kind Support and Maintenance (ISM) income type and configure treatment across different programs.
4. Eligibility: Add new CAPI EDBC logic for ISM amount calculation.
5. Eligibility: Add new Presumed Maximum Value (PMV) code table.
6. Client Correspondence: Regression Testing for CAPI NOAs with Unearned Income.
7. Client Correspondence: Add threshold language translations for new 'In-Kind Support and Maintenance' income type

1.4 Assumptions

1. Fields not mentioned to be modified within the description of changes will retain their current functionality and logic.
2. CalWIN Counties will not be sending 'In-Kind Support and Maintenance' income type to CalSAWS through eICT.
3. ICT interface will be tested with this SCR.
4. There is no impact to IEVS interface with this SCR.
5. CA-206907 will update the SOC 453 form to the most recent 8/22 revision in English and Spanish. Future SCR CA-232403 will add threshold languages for this version of the SOC 453.

6. This SCR change will only apply to the CAPI EDBC benefit months that are ran after the implementation of this SCR.
7. When the 'In-Kind Support and Maintenance (ISM)' Income Type is used, the Frequency will be 'Monthly'.

2 RECOMMENDATIONS

2.1 Income Detail

2.1.1 Overview

The Income Detail page allows for information related to certain specifics of a potential aid recipient's income information to be stored and accessed by EDBC. The new income type of In-Kind Support and Maintenance will allow for various CAPI applicant details to be stored.

2.1.2 Income Detail Mockup

Category:
Miscellaneous

Type: *
In-Kind Support and Maintenance(ISM) ▼

Source:

Frequency: *
Monthly ▼

Description:

ISM Calculation

Does the CAPI applicant live in a public assistance household? *
No ▼

Does CAPI applicant live alone? *
No ▼

Does CAPI applicant live with spouse? *
Yes ▼

Does CAPI applicant live with spouse and/or minor children only? *
Yes ▼

How many people live in the household(including CAPI applicant)? *

Does the CAPI applicant receive food and shelter assistance from one or more members of the household? *
No ▼

Does the CAPI applicant receive non-medical care from one or more members of the household? *
No ▼

What are the total monthly household expenses? *

What is the Pro Rata Share? *

What is the CAPI applicant's contribution to the household's monthly expenses? *


What is the date the CAPI applicant started living in the household? *
 

Figure 2.1.1 – Income Detail Mockup

2.1.3 Description of Changes

1. Add a new value of 'In-Kind Support and Maintenance (ISM)' to the Type field on the Income Detail page for when the Category is 'Miscellaneous'. When this income type is selected, set the 'Frequency' field to Monthly.
2. Add a new required section titled 'ISM Calculation' that will dynamically appear directly below the Description field when the Category is 'Miscellaneous' and the Type field is set to 'In-Kind Support and Maintenance (ISM)'. This field will appear extended by default

but can be minimized by clicking the arrow next to the title. This section will contain the following questions, all of which are required:

- a. 'Does the CAPI applicant live in a public assistance household?' This question can be answered with a select field containing the following values:
 - i. Null space (default value)
 - ii. Yes
 - iii. No
- b. 'Does CAPI applicant live alone?' This question can be answered with a select field containing the following values:
 - i. Null space (default value)
 - ii. Yes
 - iii. No
- c. 'Does CAPI applicant live with spouse?' This question will dynamically appear when the question shown in 2.1.3.2.b is set to 'No'. This question can be answered with a select field containing the following values:
 - i. Null space (default value)
 - ii. Yes
 - iii. No
- d. 'Does CAPI applicant live with spouse and/or minor children only?' This question will dynamically appear when the 'Does CAPI applicant live alone?' is set to 'No'. This question can be answered with a select field containing the following values:
 - i. Null space (default value)
 - ii. Yes
 - iii. No
- e. 'How many people live in the household (including CAPI applicant)?' This question can be answered with a text input field that accepts number values.
- f. Does the CAPI applicant receive food and shelter assistance from one or more members of the household?' This question can be answered with a select field containing the following values:
 - i. Null space (default value)
 - ii. Yes
 - iii. No
- g. 'Does the CAPI applicant receive non-medical care from one or more members of the household?' This question can be answered with a select field containing the following values:
 - i. Null space (default value)
 - ii. Yes
 - iii. No
- h. 'What are the household's total monthly expenses?' This question can be answered with a text input field that accepts number values.
- i. 'What is the Pro Rata Share?' This question can be answered with a text input field that accepts number values. When there

is a value populated for 'How many people live in the household (including CAPI applicant)?' and 'What are the household's total monthly expenses?', dynamically populate this field by dividing the second value by the first value (i.e if the monthly expenses are 2000.00, and there are two people living in the household, the Pro Rata Share should be set to 1000.00).

- j. 'What is the CAPI applicant's contribution to the household's monthly expenses?' This question can be answered with a text input field that accepts number values.
 - k. 'What is the date that the CAPI applicant started living in the household?' This question can be answered with a text input field that accepts date values in MM/DD/YYYY format.
3. Add the following validation for the questions in the new 'ISM Calculation' section:
- a. If 'Does CAPI applicant live alone?' is set to 'Yes' then 'How many people live in the household (including CAPI applicant)?' should only accept the value of '1'.
 - b. If 'Does CAPI applicant live alone?' is set to 'No' then 'How many people live in the household (including CAPI applicant)?' should only accept a value of greater than '1'.

2.1.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Income**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Transaction History Detail

2.2.1 Overview

The Transaction History Detail page shows a list of updates made to a particular Income entry on the income Detail page. When data is entered or modified on that page, the timeline of those changes will be shown on this page.

2.2.2 Transaction History Detail Mockup

N/A

2.2.3 Description of Changes

1. Add new values that match the 'ISM Calculation' entries in Section 2.1.3.2. These values match the data that is entered into the questions shown in the 'ISM Calculation' dynamic section that appears on the Income Detail page when the 'In-Kind Support and Maintenance (ISM)' income type is selected.

2.2.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Income**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 County Parameter Detail Page

2.3.1 Overview

Add 'In-Kind Support and Maintenance (ISM)' to the County Parameter Detail page so that GA/GR Automated Solution Counties can view and edit the parameters associated with this income type for the GR program.

NOTE: Updates to the County Parameter Detail page only impact the GA/GR Automated Solution program.

2.3.2 County Parameter Detail Page Mockup

County Parameter Detail

[Edit](#) [Close](#)

Miscellaneous

County: Orange **View Month:** 01/2023 [View](#)

Item	Value	Begin Month	End Month
ABLE/CalABLE Non-Qualified Withdrawal	Exempt	12/2020	
Blood/Plasma	Exempt	12/2020	
Community Services	Exempt	12/2020	
DHS/DSS Advisory Group	Exempt	12/2020	
Disaster/Emergency Assistance	Exempt	12/2020	
GR Other	Exempt	12/2020	
Independent Living Programs (ILP)	Exempt	12/2020	
In-Kind Support and Maintenance (ISM)	Exempt	12/2020	
Jury Duty - Mileage	Exempt	12/2020	
Jury Duty - Per Diem	Earned	12/2020	
LTC Indemnity/Per Diem	Exempt	12/2020	
Modified Grant Diversion	Unearned	12/2020	
Other Unearned All	Exempt	12/2020	
Prison Release Funds - Earnings	Unearned	12/2020	
Prison Release Funds - Transition	Exempt	12/2020	
Relocation Assistance - Govt.	Unearned	12/2020	
Relocation Assistance - Private	Exempt	12/2020	

Figure 2.3.2.1 - County Parameter Detail Mockup

2.3.3 Description of Changes

1. Add the following item to the County Parameter Detail page so that users with access rights can view and edit the 'Value', 'Begin Month' and 'End Month' fields:

County Parameter Category	County Parameter Type	Item
Income	Miscellaneous	In-Kind Support and Maintenance (ISM)

2. The Value dropdown field will have three possible options:
 - a. 'Blank'
 - b. 'Earned'
 - c. 'Exempt'
 - d. 'Unearned'
3. The following values will be set as default for the 'In-Kind Support and Maintenance' item for each GA/GR Automated Solution County:

NOTE: GA/GR Automated Solution counties can update these values as needed.

County	In-Kind Support and Maintenance (ISM)
Alameda	Exempt
Contra Costa	Exempt
Fresno	Exempt
Orange	Exempt
Placer	Exempt
Sacramento	Exempt
Santa Barbara	Exempt
Santa Clara	Exempt
Santa Cruz	Exempt
San Diego	Exempt
San Francisco	Exempt
San Luis Obispo	Exempt

County	In-Kind Support and Maintenance (ISM)
San Mateo	Exempt
Solano	Exempt
Sonoma	Exempt
Tulare	Exempt
Ventura	Exempt
Yolo	Exempt

2.3.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: GA/GR County Admin > Grants/Income**

2.3.5 Security Updates

N/A

2.3.6 Page Mapping

N/A

2.3.7 Page Usage/Data Volume Impacts

N/A

2.4 Eligibility: New In-Kind Support and Maintenance (ISM) Income Type

2.4.1 Overview

Add the new In-Kind Support and Maintenance (ISM) type and configure the treatment of these types across different programs. For GA/GR Automated Solution (GR) please see Section 2.2.

2.4.2 Description of Changes

1. Add new income type of 'In-Kind Support and Maintenance' under 'Miscellaneous' income category and configure treatment of income across the different programs based on the following:

Program	Treatment
CW	Exempt
CF	Exempt
RCA	Exempt
Foster Care	Exempt
Kin-GAP	Exempt
CAPI	Unearned
Medi-Cal	Exempt
GA (LA Only)	Exempt
Immediate Need	Exempt
Diversion	Exempt
CalHEERS Inbound/Outbound Codes	
CalHEERS Inbound	<i>null</i>
CalHEERS Outbound	<i>null</i>
eICT Inbound/Outbound Codes	
eICT Inbound	<i>null</i>
eICT Outbound	LOT

2.4.3 Programs Impacted

CW, CF, RCA, CAPI, FC, KG, MC, GA (LA Only), IN, DV

2.5 Eligibility: New EDBC Logic for ISM Amount Calculation

2.5.1 Overview

Add new CAPI EDBC logic for calculating ISM income amount applied as unearned income.

2.5.2 Description of Changes

- 1) The ISM income amount will be **\$0** when any of the following values from the 'ISM Calculation' section of the 'ISM' income type detail page (See Section 2.1.3.2) is true:
 - a. 'Does the CAPI applicant live in a public assistance household?' = **'Yes'**
 - OR-
 - b. 'Does CAPI applicant live alone?' = **'Yes'**

-OR-

- c. 'Does CAPI applicant live with spouse and/or minor children only?' = **'Yes'**

-OR-

- d. 'What is the CAPI applicant's contribution to the household's monthly expenses?' amount value is **greater than or equal** to the 'What is the Pro Rata Share?' amount value

-OR-

- e. All the following are true for reduced needs payment standard:
i) 'What is the date the CAPI applicant started living in the household?' **date** is on or prior to the benefit month begin date

-AND-

- ii) 'Does the CAPI applicant receive food and shelter assistance from one or more members of the household?' = **'Yes'**

-AND-

- iii) 'Does the CAPI applicant receive non-medical care from one or more members of the household?' = **'No'**

- 2) If ISM amount is not determined to be **\$0** in the previous step above, use the following calculation for the ISM amount using the values **in bold** from the 'ISM Calculation' section of the 'ISM' income type detail page (See Section 2.1.3.2):

- a. Subtract **'What is the CAPI applicant's contribution to the household's monthly expenses?' amount value** from the **'What is the Pro Rata Share?' amount value**

-AND-

- b. Compare difference from step a. above to the following:
i. If **'Does CAPI applicant live with spouse?' = 'No'** then compare difference to the effective PMV Individual Value*

-OR-

- ii. If **'Does CAPI applicant live with spouse?' = 'Yes'** then compare difference to the effective PMV Couple Value*

-AND-

- c. Take the lesser amount of the comparison from step b. above and use that amount as the unearned income applied to the CAPI program.

* Note - See Section 2.5 for PMV Individual Value and PMV Couple Value.

2.5.3 Programs Impacted

CAPI

2.6 Eligibility: New Presumed Maximum Value (PMV) Code Table

2.6.1 Overview

A new code table will store the Presumed Maximum Value (PMV) which is the maximum value that can be attributed to the CAPI In-kind support and maintenance (ISM) for the purposes of determining countable unearned income. Values will be effective dated so they can be updated when CDSS provides new PMV amounts with the annual CAPI COLA payment standard rate increases. The initial set of values will have a Begin Date of 01/01/2023.

2.6.2 Description of Changes

1. Add a new code table to CalSAWS to store the PMV with the following columns:
 - a. PMV Individual Value
 - b. PMV Couple Value
2. Load these initial values from ACIN I-71-22 with an effective date of 01/01/2023 into the new table:

PMV INDIVIDUAL VALUE	PMV COUPLE VALUE
\$324.66	\$477.00

2.6.3 Programs Impacted

CAPI

2.7 Client Correspondence: Regression Testing for CAPI NOAs with Unearned Income

2.7.1 Overview

Conduct regression testing for CAPI NOAs with triggers and variable population related to unearned income.

ID	Fragment Name	Languages
7409	CI_DN_INCOME_EXCEEDS_LIMIT_C301	EN, SP, AE, CA, CH, FA, KO, RU, TG, RU, VI
7410	CI_TN_INCOME_EXCEEDS_LIMIT_C301	EN, SP
7416	CI_CH_INCOME_OTHER_SRC_CHANGE_C405	EN, SP

Conduct regression testing for the CW 2200 variable population for the new income type.

Form ID	Form Number – Form Name	Languages
5016	CW 2200 – Request for Verification	EN, SP, AR, AE, CA, CH, FA, HM, LA, KO, RU, TG, RU, VI

2.8 Correspondence - Add threshold language translations for new 'In-Kind Support and Maintenance' income type

2.8.1 Overview

This effort will add threshold language translations for the new 'In-Kind – Support and Maintenance' income type.

2.8.2 Description of Change

1. The following new income type options will be translated into the CalSAWS supported threshold languages for inclusion in CT186:
 - a. In-Kind – Support and Maintenance

Language Name
Spanish
Armenian
Cambodian
Chinese
Farsi
Tagalog
Korean
Russian
Vietnamese

See supporting document #1 for the threshold language translations.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	Translations for the new 'In-Kind – Support and Maintenance' income type for CT186.	CA-208537 In-Kind Translations.xlsx

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.1.1	The LRS shall fully automate and perform all aspects of the eligibility determination process and benefit level calculations for	This SCR updates automated EDBC to comply with income calculation and application requirements for In-Kind

	all categories of public assistance in a single pass without manual intervention.	Support and Maintenance (ISM)' detailed under ACIN I-25-19.
--	---	---