

# CalSAWS | Memorandum

Distribution Date	July, 24, 2025
To	Committee.FosterCare.All, PPOC's, RM's, Committee.CalWORKs_CalFresh
CC	Consortium.RegionalManagers.All; Consortium.SectionDirectors;
CIT Name	Memorandum for SCR CA-292882 Foster Care/Kin-GAP CNI Batch Run & SCR CA-292883 AAP CNI Batch Run for 2025-2026

## **Memorandum Purpose:**

This memorandum is intended to convey the batch EDBC scope, county actions and schedule for the referenced program changes for California Necessities Index (CNI).

## **Scope:**

Per ACL 25-45, SCR CA-282345 will implement Foster Care/Kin-GAP CNI rate increase on 07/24/2025.

Per ACL 25-49, SCR CA-282348 will implement the AAP CNI rate increase on 07/31/2025.

To minimize the work required by the counties, the project will take the following actions over the weekend:

## **Foster Care/Kin-GAP/AAP/CalFresh/Nutrition Benefit Batch EDBC Processing on 08/09/2025:**

### **1. Batch for Foster Care (FC), Kin-Gap (KG) Adoption Assistance Program (AAP) and CalFresh (CF) with any associated Nutrition Benefit (NB)**

Run batch EDBC for all cases with active Foster Care (FC), Kin-Gap (KG), Adoption Assistance Program (AAP) programs along with CalFresh programs having a CalFresh participant in common with AAP, KG or FC programs. Batch EDBC will include all cases with FC, KG and AAP programs that are active for the benefit month of 07/2025 thru come up month as well as CF with any associated NB programs with a common AAP/FC/KG participant for 9/2025 benefit month unless they meet the exception criteria below:

- a. FC/KG/AAP Programs will not be run if a Non-standard rate is in effect in the benefit month.
- b. FC Programs will not be run if a Regional Center Vendorized rate is in effect in the benefit month.
- c. KG Programs will not be run if a Out of State rate is in effect in the benefit month.
- d. AAP Programs will not be run if a RF - Dual Agency/Regional Center (FFA) or RG - Dual Agency/Regional Center (Group Home) rate is in effect in the benefit month.
- e. FC and KG Programs will not be run if there is an overridden aid code where a sub type code exists.
- f. FC/KG/AAP Programs will not run if a regular EDBC has already been processed for the benefit month(s) since SCR CA-282346 and CA-282348 went into production on 07/24/2025 and 07/31/2025 respectively.
- g. CF programs will not be run if SAR7 report status is 'Generated', 'Sent' or 'Incomplete'.
- h. CF programs will not be run if the benefit month is past the latest RE due date.

- i. Existing batch logic will skip FC/KG/AAP/CF /NB programs with an overridden EDBC, Manual EDBC or No worker assigned, and lists will be provided for County review.
  - j. Per existing exception logic, on FC/KG/AAP/CF/NB programs where the existing EDBC for the month is Read-Only, batch EDBC results will not be authorized, and lists will be provided for County review.
  - k. Batch EDBC will not run EDBC for 'Yellow Banner' FC/KG/AAP programs. Counties can check 'Yellow Banner' programs daily with the latest Qlik report.
2. **Correspondence:**
  - a. For all Counties -
    - KG 'Age Changed' NOAs will be suppressed during KG Run.
    - AAP 2 form will not be generated during AAP CNI Run per logic introduced with SCR CA-248369.
    - FC/KG/AAP rate decrease NOAs will be suppressed.
    - FC/KG/AAP rate increase NOAs will generate as normal (except LA -see item b below).
  - b. For LA County -
    - FC/KG/AAP 'CNI Increase' NOAs will be put on hold (until the eCAPS/EFT financial processes are completed) until released with SCR CA-292581.
3. **Journals:**

The following Journal entry will be created for AAP/CF/NB programs run by the batch EDBC process:

  - a. Short Description: Batch EDBC ran for [month, year]
  - b. Long Description: Batch EDBC Ran for <Effective Month>. Batch EDBC processed for the <Program Name> program for following reasons: AAP COLA

The following Journal entry will be created for KG/CF/NB programs run by the batch EDBC process:

  - a. Short Description: Batch EDBC ran for [month, year]
  - b. Long Description: Batch EDBC Ran for <Effective Month>. Batch EDBC processed for the <Program Name> program for following reasons: Kin-GAP COLA

The following Journal entry will be created for FC/CF/NB programs run by the batch EDBC process:

  - a. Short Description: Batch EDBC ran for [month, year]
  - b. Long Description: Batch EDBC Ran for <Effective Month>. Batch EDBC processed for the <Program Name> program for following reasons: Foster Care COLA
4. **Statistical Reports:**

Statistical reports called 'COLA Stats by County Report' which summarizes the EDBC count for each program included in the CNI COLA by County will be generated for each CNI population and contain the following fields:

- <program> EDBC Counts
- <program> EDBC Processed
- <program> EDBC Skipped (Exception)\*
- <program> EDBC Read Only
- <program> EDBC Stack Trace \*\*
- <program> Success %
- Total EDBC Count
- Total EDBC Processed
- Total EDBC Skipped (Exception)\*
- Total EDBC Read Only
- Total EDBC Stack Trace \*\*
- Overall Success Rate %
- Total NOAs Generated

**Note \*:** Exception happens when a case does not go through the EDBC processing and will result in a Skip. Ex: No Worker assigned to the Case will exception out from Batch EDBC and will result in a Skip Reason of 'No Worker Assigned to Case'.

**Note \*\*:** Stack Trace population includes cases that could not be processed due to UEID error.

These stat reports will be posted at the following locations:

FC/KG CNI: [REDACTED]

AAP CNI: [REDACTED]

## 5. List Details:

Prior to the CNI Batch Run on 08/09/2025, the following list was provided to the Counties with SCR CA-282350 on 07/31/2025:

<u>List</u>	<u>County Action</u>
a. List of FC-KG cases with Income Prior to CNI	Counties would review these cases to see if the income records need to be marked as 'Exempt' for FC and KG to avoid erroneous overpayments.

The project will post the list above to the web portal in the following location:

[REDACTED]

The project will post the following FC/KG/CF/NB lists to the web portal in the following location:

[REDACTED]

<u>List</u>	<u>County Action</u>
a. List of cases with Non-Standard Rate - Foster Care or Kin GAP	These cases are not part of the batch as the CNI rate increase will not have any impact. <b>Review cases if applicable.</b>
b. List of cases with Regional Center Vendorized- Foster Care	These cases are not part of the batch as the CNI rate increase will not have any impact. <b>Review cases if applicable.</b>

<u>List</u>	<u>County Action</u>
c. List of cases with Out of State- Kin GAP	These cases are not part of the batch as the CNI rate increase will not have any impact. <b>Review cases if applicable.</b>
d. List of FC/KG programs with Overridden Aid Code	These cases are overridden aid code cases with user entered sub type code. The list will include an additional column to show the sub type code currently applied to the program. <b>Review cases and run online EDBC, if applicable.</b>
e. List of FC/KG/CF/NB cases Discontinued by the Batch EDBC	These cases are likely the result of household changes or ongoing data collection which was not yet processed through EDBC by the user. Since the purpose of this Batch EDBC process was not to close households, <b>review these cases to verify the closure was accurate.</b>
f. List of FC/KG/CF/NB programs with Read-Only EDBC	Since Batch EDBC couldn't automatically apply the intended change to these cases, users may process EDBC to apply intended changes, if applicable. <b>Review cases and run online EDBC, if applicable.</b>
g. List of unprocessed FC/KG/CF/NB programs skipped in the COLA batch run with skip reasons	Since Batch EDBC couldn't automatically apply the intended change to these cases, users may process EDBC to apply intended changes if applicable. <b>Review cases and run online EDBC, if applicable.</b>
h. List of FC or KG cases with RE Date in the past.	A list of all FC/KG programs where the incomplete RE has a due date in the past with an additional column to show the RE Due Date. <b>Review cases if applicable.</b>
i. List of FC programs with THPP or THP+FC Facilities	A list of FC programs with THPP or THP+FC Facilities with an additional column to show CalFresh (CF) cases that have a CF household member who is also active on the FC program. <b>Review cases if applicable.</b>
j. List of FC/KG Cases where NOA did not generate due to overridden EDBC from prior benefit month.	A list of FC/KG programs that have at least one overridden EDBC effective the prior benefit month prior to CNI increase and no NOA was generated. <b>Review cases if applicable.</b>
k. List of cases where the FC/KG EDBC resulted in a benefit reduction.	These cases are likely the result of ongoing data collection which was not yet processed through EDBC. Since the purpose of this Batch EDBC process was not to reduce benefits, <b>review these cases to verify the benefit reduction was accurate.</b>
l. List of cases where the FC/KG EDBC resulted in an Overpayment.	<b>Review these cases and take corrective action,</b> including manually generating the appropriate NOA, as needed.

The project will post the following AAP/CF/NB lists to the web portal in the following location:



<u>List</u>	<u>County Action</u>
a. List of AAP cases with Non-Standard Rate	These cases are not part of the batch as the CNI rate increase will not have any impact. <b>Review cases if applicable.</b>
b. List of AAP cases with RF - Dual Agency/Regional Center (FFA)	These cases are not part of the batch as the CNI rate increase will not have any impact. <b>Review cases if applicable.</b>
c. List of AAP cases with RG - Dual Agency/Regional Center (Group Home)	These cases are not part of the batch as the CNI rate increase will not have any impact. <b>Review cases if applicable.</b>
d. List of AAP/CF/NB cases Discontinued by the Batch EDBC	These cases are likely the result of household changes or ongoing data collection which was not yet processed through EDBC by the user. Since the purpose of this Batch EDBC process was not to close households, review these cases to verify the closure was accurate. <b>Review cases if applicable.</b>
e. List of AAP/CF/NB with Read-Only EDBCs	Since Batch EDBC couldn't automatically apply the intended change to these cases, users may process EDBC to apply intended changes, if applicable. <b>Review cases and run online EDBC, if applicable.</b>
f. List of unprocessed AAP/CF/NB programs skipped in the COLA batch run with skip reasons.	The batch EDBC process will skip a program if the current EDBC in effect for the month is Overridden, Manual etc. The list will include the program type and skip reason. <b>Review cases if applicable.</b>
g. List of AAP cases with RE Date in the past	A list of all AAP programs where the incomplete RE has a due date in the past with an additional column to show the RE Due Date. <b>Review cases if applicable.</b>
h. List of AAP Cases where NOA did not generate due to overridden EDBC from prior benefit month.	A list of AAP programs that have at least one overridden EDBC effective the prior benefit month prior to CNI increase and no NOA was generated. <b>Review cases if applicable.</b>
i. List of cases where the AAP EDBC resulted in a benefit reduction.	These cases are likely the result of ongoing data collection which was not yet processed through EDBC. Since the purpose of this Batch EDBC process was not to reduce benefits, <b>review these cases to verify the benefit reduction was accurate.</b>

<u>List</u>	<u>County Action</u>
j. List of cases where the AAP EDBC resulted in an Overpayment.	<b>Review these cases and take corrective action,</b> including manually generating the appropriate NOA, as needed.

## Development Schedule

1. Deliver the FC/KG/AAP/CF/NB driving query and list queries to the System Test team on 07/25/2025.
2. System Testing of the FC/KG/AAP/CF/NB batch process will occur between 07/25/2025 and 08/07/2025.
3. Run FC/KG/AAP/CF/NB batch EDBC in production on 08/09/2025.
4. There is a limitation of 10K unique cases in each file that is sent to eCAPS. Based on the case count, the number of COLA files will be determined.
5. Auditor Controller, eCAPS process, Warrant Print/Issue, EFT Settlement and Mail Dates are given below:

### COLA – File 1

File Submission Date to A-C by 4:00 P.M.	eCAPS Process Date	Warrant Print/ Issue Date	EFT Settlement Date	Mail Date

### COLA – File 2

File Submission Date to A-C by 4:00 P.M.	eCAPS Process Date	Warrant Print/ Issue Date	EFT Settlement Date	Mail Date

### COLA – File 3

File Submission Date to A-C by 4:00 P.M.	eCAPS Process Date	Warrant Print/ Issue Date	EFT Settlement Date	Mail Date

## COLA – File 4

File Submission Date to A-C by 4:00 P.M.	eCAPS Process Date	Warrant Print/ Issue Date	EFT Settlement Date	Mail Date

### Things to remember about these batch EDBC processes:

- All impacts from Defects and SCRs which have not been implemented will continue to occur during the batch processing.
- There are multiple reasons why a program may not be successfully run through batch EDBC processing. Some examples include: No Worker Assigned, Overridden Program Case, and Pending Program/Person/Application. Please review tasks and the Batch Eligibility Report daily.
- The EDBC's will have an EDBC Source of 'Batch EDBC Rules'.
- When a user runs EDBC on a case where a prior pending month exists, the EDBC will have a type of Read-Only. When running Batch EDBC that restriction does not apply and these EDBC's will not be Read-Only.
- Any updates or lack of updates made/not made to cases will impact the Batch EDBC results. This means programs may be discontinued (due to non-compliances, etc.) unexpectedly.
- Notices will be generated as usual.
  - For LA County: As mentioned in the Correspondence section above, the FC/KG/AAP 'CNI / Rate Increase' NOAs will be released on with SCR CA-292581.

### County Action:

- Review cases included in the lists and take necessary action.
- Review the Batch Eligibility Report and action cases which could not be processed. This report is an on-request report available under Global: [REDACTED]. If you do not see this report, please contact your Security Administrator for rights. To see cases not processed select a status of 'Not Processed' on the Reports Parameters pages.

### Schedule Considerations:

- CalSAWS will not be down during batch processing on Saturday, August 09, 2025.
- Batch jobs scheduled for each evening will run after the batch EDBC process completes.
- Estimated 146,000 + active FC/KG/AAP programs and 4,200 + associated CalFresh programs will be processed during the FC/KG/AAP/CF batch EDBC process in CalSAWS for the benefit months of 07/2025 - 09/2025 (FC/KG/AAP) and 9/2025 (CF/NB).
- Approximately 50,000 programs processed per hour via batch EDBC.
- The System cannot run batch EDBC processing during the following:
  - Main Payroll
  - Foster Care Main Payroll
  - SAR7 Discontinuance

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- RE Discontinuance
- 10-day Discontinuance
- CalFresh Recertification Discontinuance

### **Timeline:**

- Expected FC/KG/AAP Batch EDBC processing: 08/09/2025.



# July 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
30	1 1. SAR 7 Discontinuance 2. Foster Care Payroll: 55 Counties 3. MAGI MC RE EDR Sweep	2	3	4 <b>No Batch</b> (Independence Day)	5 1. CW/CF RE appt Day 1 (LA County) 2. Non Transition Food stamps NEC - Generate and Balance	6
7 1. CW/CF RE appt Day 2 (LA County) 2. CW/CF RE appt Day 1 (57 Counties)	8 1. Foster Care Payroll (Alameda & Sacramento Counties) 2. Non-MAGI Stable Income RE EDBC 3. CW/CF RE appt Day 2 (57 Counties)	9 2. Foster Care Payroll (LA County)	10 1. Non Magi Redeter(MC 210), Magi Redeter(MC 216), Mixed Redeter(MC 217) Medi-Cal RE Packet	11	12 1. NA 960X	13
14 1. MAGI/Mixed/Non- MAGI Age EDBC	15 1. CW/CF RE Packets 2. Medi-Cal Reminder-1	16	17 1. CMSP Disc Sweep 2. NA RE X notice 3. MAGI/Mixed Auto- Disc EDBC 4. End of Postpartum EDR	18 1. Batch 10-Day Cutoff 2. Medi-Cal Auto- Rescind Authorization 3. End of Postpartum EDBC 4. AAP Payroll: LA County	19	20
21	22	23	24 <b>CA-282345 CNI CTCR - FC/KG</b>  1. MEDS Renewal 2. Main Payroll (56 Counties Day 1)s 3. Find Balderas Cases	25 1. Main Payroll (56 Counties Day 2) 2. KG Payroll: LA County 3. Main Payroll (LA County Day 1) 4. SAR 7 Generation	26 MEDS Recon (LA County) <b>Recon File Due to DHCS- 28, Monday</b> <b>2. Main Payroll (LA County Day 2)</b>	27
28 Medi-Cal Reminder-2	29 1. Main Payroll (Riverside County Day 1)	30 1. Main Payroll (Riverside County Day 2)	31 <b>CA-282348 CNI CTCR -AAP</b>  <b>CA-282350 Case List</b>	1	2	3

# August 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
28	29	30	31	1 1. SAR 7 Discontinuance 2. Foster Care Payroll: 55 Counties 3. MAGI MC RE EDR Sweep	2	3
4	5 1. CW/CF RE appt Day 1 (LA County) 2. Non-Transition Food stamps NEC - Generate and Balance	6 1. CW/CF RE appt Day 2 (LA County) 2. CW/CF RE appt Day 1 (57 Counties)	7 1. Foster Care Payroll (Alameda & Sacramento Counties) 2. Non-MAGI Stable Income RE EDBC 3. CW/CF RE appt Day 2 (57 Counties)	8 2. Foster Care Payroll (LA County)	9 CA-292882 & CA-292883 FC/KG/AAP/CF CNI EDBC Batch	10
11	12 1. NA 960X 2. Non Magi Redeter(MC 210), Magi Redeter(MC 216), Mixed Redeter(MC 217) Medi-Cal RE Packet	13	14 1. MAGI/Mixed/Non- MAGI Age EDBC 2. Medi-Cal Reminder-1	15 1. CW/CF RE Packets	16	17
18 1. CMSP Disc Sweep 2. NA RE X notice 3. MAGI/Mixed Auto-Disc EDBC 4. End of Postpartum EDR	19 1. Batch 10- Day Cutoff 2. Medi-Cal Auto- Rescind Authorization 3. End of Postpartum EDBC 4. AAP Payroll: LA County	20	21	22 1. KG Payroll: LA County 2. Main Payroll (LA County Day 1)	23 MEDS Recon (CIV Counties) Recon File Due to DHCS- 25, Monday 2. Find Balderas Cases 3. Main Payroll (LA County Day 2)	24
25	26	27	28	29	30	31

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1. MEDS  
Renewal  
2. Main Payroll  
(56 Counties  
Day 1)  
3. SAR 7  
Generation

1. Main Payroll (56  
Counties Day 2)

1. Main Payroll  
(Riverside County Day  
1)  
2. Medi-Cal Reminder-  
2

1. Main Payroll (Riverside  
County Day 2)

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