

Memorandum	CalSAWS Project
	Regulations: ACL 25-XX, ACIN-I-XX-25 Meeting: N/A
To:	PPOCs, RMs, Committee Members
From:	CalSAWS Project
Audience:	PPOCs, RMs, Committee Members, CalSAWS Project

Memorandum Purpose:

This memorandum is intended to convey the batch EDBC scope, county actions and schedule for the referenced program changes.

Scope:

Per ACL 25-XX, SCR CA-288618 will implement the CalWORKs Tier 1 and Tier 2 IRT increase rates on 09/04/2025.

Per ACIN I-XX-25 and Nutrition Service SNAP COLA Memo FY 2026, SCR CA-288618 will implement the CalFresh COLA increase rates on 09/04/2025.

To minimize the work required by the counties, the project will begin running EDBC on 09/13/2025. The EDBC and NOAs are expected to run from 09/13/2025 – 09/16/2025.

CalWORKs Tier1 and Tier 2 IRT, CalFresh COLA Batch EDBC Processing will start on 09/13/2025 with SCR CA-293920:

1. Batch:

- a. Run batch EDBC beginning 09/13/2025 for the benefit month of 10/2025 for:
 - i. All cases with an active or ineligible CalWORKs or RCA program in targeted program mode. Targeting program mode will include CF and NB programs on the CW/CF combo cases.
 - Exclude the following cases:
 - 1. The benefit month is past the latest RE due date for the program.
 - 2. The program has a SAR7 Due Month of 09/2025, and the report status is Generated, Sent, Received, or Incomplete.
 - 3. A regular EDBC has already been processed for the benefit month since SCR CA-288618 went to production.
 - 4. EDBC will not run for 'Yellow Banner' programs.

NOTE: Counties can check 'Yellow Banner' programs daily with the latest Qlik report.
 - ii. Run the above population with Run Reason 'CW/CF COLA'.
 - iii. Run the above population with Sub Type code 'CW/CF COLA'.

- b. Run batch EDBC beginning 9/13/2025 for the benefit month of 10/2025 for:
 - i. All active or ineligible CF (including TCF) programs in targeted program mode and include NB program.

Exclude the following cases:

- 1. The benefit month is past the latest RE due date for the program.
- 2. The program has a SAR7 Due Month of 09/2025, and the report status is Generated, Sent, Received, or Incomplete.
- 3. EDBC has already been processed for the benefit month since SCR CA-288618 went to production.
- 4. EDBC will not run for 'Yellow Banner' programs.

NOTE: Counties can check 'Yellow Banner' programs daily with the latest Qlik report.

- ii. Run the above population with run reason 'CF COLA'.
- iii. Run the above population with Sub Type code 'CF COLA'.

NOTE: Batch shall process recommendation b. only after the completion of recommendation a. This is to ensure that an active CalFresh program with household members active on a different CalWORKs case gets processed accurately.

2. NOAs:

Notices will be generated with each County EDBC population and sent to the Central Printing facility at the time the County EDBCs and NOAs are completed/generated (09/13/2025 - 09/16/2025).

3. Journal:

A journal entry will be created for each program run by the batch EDBC process. This will be the standard journal entry added by the batch EDBC process. The long description will read:

- a. CalWORKs and CalFresh EDBCs run with Sub Type code 'CW/CF COLA':
"Batch EDBC ran for <month, year>. Batch EDBC Ran for <Effective Month>. Batch EDBC processed for the program for following reasons: "CW/CF COLA."
- b. CalFresh EDBCs run with Sub Type code 'CF COLA':
"Batch EDBC ran for <month, year>. Batch EDBC Ran for <Effective Month>. Batch EDBC processed for the program for following reasons: "CF COLA."



4. List Details:

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

The lists will be posted to the following location:

[Redacted]

List	County Action
<p>a. List of Cases Discontinued by Batch EDBC Process.</p> <p>Include additional columns to indicate program type and program closure reason</p>	<p>These cases are likely the result of household changes or ongoing data collection which were not yet processed through EDBC. Since the purpose of this Batch EDBC process was not to discontinue households, review these cases to verify the closure was accurate.</p>
<p>b. List of Cases Where Batch EDBC Process Closed a Person.</p> <p>Include an additional column to indicate program type</p>	<p>These cases are likely the result of household changes or ongoing data collection which was not yet processed through EDBC. Since the purpose of this Batch EDBC process was not to close persons, review these cases to verify the closure was accurate.</p>
<p>c. List of CW Cases that Resulted in a Benefit Reduction.</p> <p>Include additional columns to indicate each benefit reduction type in a separate column (Household/ AU Size Change, Income Change, Proration Change, Over Payment Adjustment Change)</p>	<p>These cases are likely the result of household changes or ongoing data collection which was not yet processed through EDBC. Since the purpose of this Batch EDBC process was not to reduce benefits, review these cases to verify the benefit reduction was accurate.</p>
<p>d. List of Cases That Resulted in Read-Only EDBC</p> <p>Include additional columns to indicate program type and read-only reason</p>	<p>Since Batch EDBC couldn't automatically apply the intended change to these cases, users may process EDBC to apply intended changes, if applicable.</p>
<p>e. List of Cases Skipped in Batch Run.</p> <p>Include additional columns to indicate the program type and skip reason.</p>	<p>Since Batch EDBC couldn't automatically apply the intended change to these cases, users may process EDBC to apply intended changes if applicable.</p> <p>Reminder: When processing EDBC on these cases, remember to run for both CalWORKs and CalFresh.</p>



<u>List</u>	<u>County Action</u>
<p>f. List of Cases Discontinued Or Denied for Over Income Prior to COLA Increase. CW and/or CF cases that meet the following criteria:</p> <ul style="list-style-type: none"> i. EDBC run between 7/31/2025 and prior to deployment of CTCR SCR CA-288618 for the benefit month of 10/2025 has a denial or discontinuance reason of "Over Income" or "Over Income-\$0 Allotment". <p>Include additional columns to indicate program type and program status reason</p>	<p>The October benefit month may have been ran prior to COLA increases being added into Production. Review these CW And CF cases and take corrective action, if necessary.</p>
<p>g. List of Cases with at least one overridden EDBC for COLA Months. CW/RCA and/or CF cases that meet the following criteria:</p> <ul style="list-style-type: none"> i. There is at least one overridden EDBC effective for the current or the Prior Benefit month ii. Batch EDBC is run for the COLA Month (10/2025) iii. Program is CalFresh, CalWORKs, RCA or Nutritional Benefit <p>Include additional column to indicate program type.</p>	<p>Review these cases and take corrective action, including manually generating the appropriate NOA, as appropriate.</p> <p>NOTE: The case information will display only once on the list even if more than one month may be impacted.</p>
<p>h. List of Cases Excluded From COLA Batch Run</p> <p>Include additional columns to indicate program type and reason for exclusion description.</p>	<p>This case listing is to inform counties which cases were excluded from the COLA population due to the exclusion criteria detailed in the section labeled Batch above. Users can review these cases and make any intended changes including processing EDBC.</p> <p>Note: The 'yellow banner' population included in exclusion criteria in the section labeled Batch above can be viewed in the Qlik dashboard report 'Converted Case Review Dashboard' and will not be part of this listing.</p>



<u>List</u>	<u>County Action</u>
i. List of Cases Where CF Reporting Type Changed from SARN to SARA	Review these cases and override the reporting type and/or set the SAR7 packet to 'Complete' if necessary. Manually generate the NOA, as appropriate. (SCR CA-289178).

Development Schedule

1. Deliver the CW/CF driving query and list queries to the System Test team on 08/28/2025.
2. System Testing of the CW/CF batch process will occur between 08/28/2025 and 09/12/2025.
3. CW/CF batch EDBC processing will begin in production on 09/13/2025.

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 EDBCs 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 EDBCs 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.

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: Reports > Local: On Request > Task: Administrative. 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.
- Counties can check 'yellow banner' programs daily with the latest Qlik report.

Schedule Considerations:

- CalSAWS will not be down when the batch processing begins on Saturday, September 13, 2025.
- There will be no interruption to the regularly scheduled batch jobs during the COLA batch processing.
- Approximately 3.1 + million active programs will be processed during the CW/CF batch EDBC process in CalSAWS for the benefit month of 10/2025.
- Approximately 50,000 programs processed per hour via batch EDBC.

Timeline:

- CW/CF Batch EDBC processing and NOA generation will begin on 09/13/2025 and continue thru 09/16/2025.



September 2025

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