

**County of San Diego, Health and Human Services Agency (HHSA)
CalWORKs, CalFresh, General Relief, Cash Assistance Program for Immigrants (CAPI)
Special Notice**

| Treatment of United States Census Temporary Worker's Income | Number | Page |
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Revision Date:

September 1, 2019

Background:

The United States Census Bureau temporarily employs people to fill part-time positions. Most temporary employment will take place July 26, 2019 through October 11, 2019, and March 30, 2020 through July 31, 2020. Start date, number of hours, pay rate, and length of employment vary depending on the need of neighborhoods being surveyed. In addition, the nature of these temporary positions is such that the income received may be difficult to reasonably anticipate.

Purpose:

The purpose of this Special Notice addendum is to update the treatment of 2020 United States Census Income for CalFresh. Staff are reminded of the regulations to reasonably anticipate income received by 2020 United States census workers.

Note: CalFresh/CAPI Special Notice 19-01, General Relief Special Notice 19-03 and CalWORKs Special Notice 19-04 become obsolete with the issuance of Addendum A.

Policy:

All income must be reasonably anticipated in order to be included in the grant computation.

Definition of Reasonably Anticipated Income

Income is reasonably anticipated when the worker determines it is reasonably certain that the customer will receive a specified amount of monthly income during the payment period. Once the worker has determined the income reported has been or will be approved or authorized within the next payment period, or the household is otherwise reasonably certain that the income will be received within the payment period, then the income is reasonably anticipated (CPG 44-260.G, CPG 44-270.F).

The worker must ensure that the following criteria are also met to be able to consider the income as reasonably anticipated income:

- The amount of the income is known
- The start date of the income is known

For example, if hours and hourly wage are known but the start date has not been established, then the income does **not** meet the criteria for reasonably anticipated income and would **not** be taken into consideration as income when evaluating the need of the customer and determining the grant amount.

Mid-Period Changes

If a voluntary report results in a decrease in the cash grant, the worker will not act to change the grant amount but will send a change notice. Mandatory mid-period reporting rules require the reporting of income exceeding the lower of the two tiers of the Income Reporting Threshold (IRT). When an Assistance Unit (AU) reports income in excess of the IRT, the worker must redetermine the AU's

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financial eligibility and grant amount for the payment period. Therefore, any income received mid-period which does not exceed the IRT, does not need to be acted on until the next payment period.

Procedure:

None.

Impacts:

Refugee Cash Assistance (RCA), Entrant Cash Assistance (ECA) And Trafficking and Crime Victims Assistance Programs (TCVAP)

The above instructions regarding the treatment of temporary census income also apply to the RCA, ECA and TCVAP programs.

CalFresh

Effective August 1, 2019, earned income received directly from the Census Bureau for temporary employment related to the 2020 United States Census must be excluded when determining CalFresh eligibility and benefits. This policy applies through September 30, 2020.

Census income earned by temporary employees prior to the effective date of August 1, 2019 cannot be excluded.

CalFresh households that were denied CalFresh benefits based all or in part on Census income received after the effective date of this policy should have those denials reevaluated based on current policy.

General Relief (GR)

According to GRPG 90-400.4.F, Census income is treated as earned income in the GR Program. Workers are reminded that they must consider that this income is temporary.

Cash Assistance Program for Immigrants (CAPI)

CAPI treats census income as earned income.

Automation

None.

References:

All County Letter No. 19-79

All County Letter No. 19-66

Sunset Date:

This policy will be reviewed for continuance by September 30, 2022.

Approval for Release:

Atkins, 9-27-19

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