

**County of San Diego, Health and Human Services Agency (HHSA)
CalFresh Program Guide**

Application and Operational Procedures

**Number
63-504**

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Revision Date:

03/01/2021

Background:

The Disaster CalFresh Program meets the temporary nutritional needs of disaster victims within a 30-day period, following a Presidential declaration of a natural disaster such as a flood, fire, or earthquake. This section has been updated to remove information about replacement benefits. Replacement benefits are now in 63-509.

Purpose:

This section details the application policy for the Disaster CalFresh program.

Policy:

Disaster CalFresh applicants must complete a CF 385 “Application for Disaster CalFresh” to apply for Disaster CalFresh benefits. Applications may be submitted in person at the Local Assistant Center (LAC), Family Resource Center (FRC) or online at <https://www.MybenefitsCalWin.org/>. The head of household, spouse or any responsible member of the household may complete the application. The household may designate an Authorized Representative (AR) to act on their behalf. All Disaster CalFresh applicants must be interviewed in person. Applications may be processed at any FRC, regardless of the zip code or address of the customer. Applications will be accepted from customers who are not residing in the county if the household was living or working in the identified disaster area at the time of the disaster.

1. Disaster CalFresh Supplements

CalFresh recipient households that received a regular monthly CalFresh allotment may request a Disaster CalFresh supplement. A Disaster CalFresh supplement is the difference between the household’s normal monthly CalFresh allotment and the Disaster CalFresh maximum monthly allotment for the household size. The household size used to determine the Disaster CalFresh supplement may include a household member who was not eligible to regular CalFresh, such as an ineligible noncitizen or an ineligible student. To apply for a Disaster CalFresh supplement, the household will complete the CF 385 “Application for Disaster CalFresh” form.

2. Disaster CalFresh During Pandemic Conditions

During a human pandemic, the application procedures may change considerably as the conditions during a pandemic are unlike any other disaster. The County will not be able to process applications at FRCs or LAC sites due to restrictions on social gathering and will need to accommodate a greatly increased workload. To streamline certification and issuance during a human pandemic (including a pandemic flu), Food and Nutrition Service (FNS) may approve flexibilities. Staff will be informed of any applicable flexibilities that are approved by FNS.

3. Disaster CalFresh Forms

The following manual forms will be used for Disaster CalFresh applications:

- CF 385 “Application for Disaster CalFresh”
- CF 390 “Notice of Approval/Denial for Disaster CalFresh”

The following manual Disaster CalFresh Reporting forms will be used:

- 09-88 HHSA “Disaster Relief Daily Log”
- 16-92 HHSA “Disaster CalFresh Benefits Issuance Request & Case Checklist”
- San Diego County Disaster CalFresh Report

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References:

MPP 900

ACL 19-95; ACL 08-30; ACL 18-125

Sunset Date:

This policy will be reviewed for continuance by 03/31/2024

Approval for Release:



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Self-Sufficiency Services