

# Cash Assistance Program for Immigrants (CAPI) Program Guide Letter No. 19

April 6, 2009

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**Subject**                    **MAY 2009 CAPI GRANT DECREASE**

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**Effective date**        May 1, 2009

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**Reference**                All-County Information Notice (ACIN) I-23-09

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**Purpose**                    The purpose of this CAPI Program Guide Letter is to provide staff:

- Revised payment standards for CAPI effective May 1, 2009
- Reminder for treatment of COLAs for CAPI/Supplemental Security Income (SSI) couple cases.

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**Background on CAPI payment standards**        The documents listed in the chart below determine the CAPI payment standards.

<b>Document</b>	<b>Purpose</b>
Welfare and Institutions Code Section 18941	Requires CAPI payment standards based on the SSI/SSP payment standards, minus \$10.00 for an individual and \$20.00 for a couple.
ACIN I-23-09	Notified counties of the following, per Senate Bill 68: <ul style="list-style-type: none"><li>• New CAPI Payment Standards for 2009, resulting from the Federal SSI/State Supplemental Payments (SSP) COLA, effective May 1, 2009.</li><li>• Treatment of COLAs for CAPI/SSI couple cases.</li></ul>

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**Notice of Action**                    Since this grant change is a reduction, a timely notice is required. However, the State has not provided the language to CalWIN in time for them to revise the Notice of Action (NOA). The NA 692, Change in CAPI Grant Notice, will be held in 'Online' status pending worker action. The table below shows actions to be taken to provide the proper notice before NOA Deadline in April 2009.

Step	Action							
1	Click on "Search/View for Client Correspondence in Print Queue" in the Client Correspondence subsystem.							
2	Click "Open."							
3	Enter the Search criteria to help locate the NA 692.							
4	Click "Search."							
5	Select the appropriate NOA and click "Details."							
6	<table border="1"> <thead> <tr> <th data-bbox="537 535 776 604">If the recipient is...</th> <th data-bbox="776 535 1403 604">Then...</th> </tr> </thead> <tbody> <tr> <td data-bbox="537 604 776 835">English-speaking,</td> <td data-bbox="776 604 1403 835"> <ul style="list-style-type: none"> <li>• Set Print Mode to "Batch."</li> <li>• Click on "Freeform Text."</li> <li>• Enter, "A State law passed which resulted in a reduction of CAPI benefits (Welfare and Institutions Code Section 12200 et. seq.)."</li> </ul> </td> </tr> <tr> <td data-bbox="537 835 776 1102">Not English-speaking,</td> <td data-bbox="776 835 1403 1102"> <ul style="list-style-type: none"> <li>• Set Print Mode to "Immediate."</li> <li>• Enter the text translated into the appropriate language.</li> <li>• Enter a Case Comment to state that the required State language was added to the printed NOA.</li> <li>• Mail the NOA to the recipient.</li> </ul> </td> </tr> </tbody> </table>		If the recipient is...	Then...	English-speaking,	<ul style="list-style-type: none"> <li>• Set Print Mode to "Batch."</li> <li>• Click on "Freeform Text."</li> <li>• Enter, "A State law passed which resulted in a reduction of CAPI benefits (Welfare and Institutions Code Section 12200 et. seq.)."</li> </ul>	Not English-speaking,	<ul style="list-style-type: none"> <li>• Set Print Mode to "Immediate."</li> <li>• Enter the text translated into the appropriate language.</li> <li>• Enter a Case Comment to state that the required State language was added to the printed NOA.</li> <li>• Mail the NOA to the recipient.</li> </ul>
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**SSI couple cases**

ACIN I-81-04 instructs counties to change the way they prepare budgets for CAPI/SSI/SSP couples in the month that a COLA occurs and the subsequent month. Currently, per All-County Letter (ACL) No. 99-13, workers count the SSI/SSP benefits received by one spouse as income, while using a special Payment Standard for CAPI/SSI/SSP couples. This is to ensure that these couples receive combined benefits that total \$10.00 less than the benefit rate for SSI/SSP couples, as opposed to \$20.00 less for CAPI couples. However, this intended result will NOT occur for a CAPI/SSI/SSP couple if workers use normal retrospective budgeting of the spouse's SSI/SSP benefit to determine the CAPI payment in the effective month of a COLA and the subsequent month. Using the current retrospective budgeting for these two months results in the CAPI/SSI/SSP couples receiving *higher* combined benefits in the two months in question than either the SSI/SSP or the CAPI couple.

Therefore, workers must use prospective budgeting for the month that

a COLA occurs and the subsequent month. CalWIN will correctly use prospective budgeting for the SSI spouse's SSI income as long as it is entered as SSI income.

A list of CAPI cases in which the spouse was identified as SSI is attached to the e-mailed version of this letter. Workers must review the cases on this list to ensure that the correct SSI income is counted in the CAPI case. Please note: Some of the spouses identified on this report may have been denied SSI. No action is needed in this situation.

**Example of budgeting methods**

Using May 2009 the following example illustrates the difference between retrospective budgeting for the COLA and subsequent months (i.e., May and June of 2009) and prospective budgeting for this same period. This example assumes the SSI spouse receives the full SSI benefit and there are no other income adjustments for an aged or disabled couple.

<b>CAPI/SSI Couple's Payment Standard</b>	<b>SSI Spouse's Benefit for Appropriate Months</b>	<b>CAPI Spouse's Benefit</b>	<b>Couple's Total Income</b>
<u>Retrospective</u>			
\$1,514 -	\$907 (3/09)	= \$607	\$1477
<u>Prospective</u>			
\$1,514 -	\$870	= \$644	\$1514

**Note:** This example is for the months of May and June. However, prospective budgeting will be used for all future COLA and subsequent months.

**Reports**

The COLA ran on the weekend of April 4, 2009 for all CAPI cases.

Reports from the COLA run will be distributed separately and instructions will be attached to those reports.

**Required worker actions**

Workers must take the following actions:

- Use prospective budgeting for recalculating budgets for the May 1, 2009 COLA.
- Review the cases on the attached lists as stated above.

**Future Grant Changes**

Information and instructions for the grant decrease for July 2009 will be provided when they are received from the California Department of Social Services.

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**Forms impact** None.

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**Quality Assurance impact** The California Department of Social Services has not specified a Quality Assurance requirement for CAPI and appeals are handled through the usual State hearing process.

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**Food Stamps impact** CAPI Grant adjustments due to COLA and CAPI Payment Standard changes will be treated for FS according to Quarterly Reporting/Prospective Budget (QR/PB) regulations.

CAPI payments are considered Public Assistance (PA) income. The actual monthly CAPI grant amount must be used each month to compute FS benefits for FS households receiving CAPI benefits.

Changes to PA benefits are considered information that is known to the county. The worker shall review all changes to PA benefits for possible FS benefit increases or decreases by calculating a new FS budget. FS benefits shall be increased if the calculation indicates such an increase. For QR reporting households, if the calculation indicates a mid-quarter decrease, benefits cannot be decreased.

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**Medi-Cal impact** Since CAPI payments are considered public assistance income and are exempt for Medi-Cal budgeting purposes, do not count CAPI when determining Medi-Cal eligibility and/or share of cost.

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**Automation impact** See Notice of Action, above, for impacts to Automation due to this CAPI Grant decrease.

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**Manager approval** ORIGINAL SIGNED BY:  
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Jaye Yoshonis, Assistant Deputy Director  
Self-Sufficiency Programs  
Strategic Planning & Operational Support Division

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