

# County of San Diego, Health and Human Services Agency (HHS) CalWORKs Program Guide

## Family Stabilization – Transportation Emergency Assistance

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### **Background:**

As part of the Family Stabilization (FS) program implemented by Assembly Bill (AB) 74, San Diego County offers limited Transportation Emergency Assistance (TEA) to eligible individuals ([CPG 10-007.A](#)) experiencing a qualifying transportation emergency that impairs their ability to participate in Welfare-To-Work (WTW) activities and obtain/maintain employment.

### **Policy:**

#### **Eligibility Criteria:**

TEA payments may be authorized **if**:

1. The participant:

- a) Is WTW registered with a participation status of “**mandatory**”
- b) Is meeting participation WTW participation requirements, or is granted Good Cause for not participating, or is curing noncompliance or sanction (WTW29/WTW32 plans)
- c) Has education/employment/WTW participation history in the previous three years
- d) Is meeting **all** conditions imposed by the TEA service providers
- e) Is **not** the owner or the co-owner of another accessible vehicle that can be used to and from WTW activities and place of employment

**Note:** Individuals who are exempt or excused from WTW participation are **ineligible** to Transportation Emergency Assistance unless:

- f) Their exemption is expected to **end** within 60 days from the TEA application’s submission date
- g) They participated as volunteers in the previous three months, and they are in compliance with their voluntary plan

2. The vehicle:

- a) Has been reported to the county for CalWORKs (CW) eligibility purposes
- b) Is **lawfully** registered in California under the names of the participant and/or the participant’s aided spouse/domestic partner
- c) Is **not** registered by the California Department of Motor vehicles (DMV) with a “salvaged” title ([California Department of Motor Vehicles - Branded Titles](#)), or as “non-operational”

3. The repair:

- a) Is for a vehicle that has been already authorized, or will be authorized as [Reasonable Transportation](#) to and from assigned WTW activities after the repair is completed
- b) Is **essential** to the safe operation of the vehicle; or, if usually included in the routine vehicle maintenance, it is connected to the essential repair being completed, or it necessary to ensure safe transportation to and from assigned WTW activities
- c) Is completed by a licensed ([California Bureau of Automotive Repair](#)) and bonded auto repair shop, car dealership, automotive department, or a professional mechanic who is Automotive Service Excellence ([ASE](#)) certified
- d) Is **not** intended to improve a vehicle to be traded-in for a newer one
- e) Is not emission-related and covered by the [Consumer Assistance Program \(CAP\)](#) administered by the California’s Bureau of Automotive Repair (BAR)

4. The repair cost does not exceed the vehicle’s value **and** the TEA 12-month payment limit

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In a two-parent family, each mandatory participant may request TEA as long all FS/TEA eligibility requirements are met ([CPG 10-007.A](#)) and the repair amount is within the TEA 12-month limit.

### Available Services:

Depending on availability of Family Stabilization funds, TEA may cover:

- **Essential repairs**, as defined above
- **Car rental** expenses incurred by the participant during the period the vehicle is being repaired, if public transportation is not available ([CPG 10-011.C Reasonable Transportation](#))
- **Cost of vehicle repair estimate**, if not provided free of charge

### Required Verifications:

The participant must provide:

- Current vehicle registration with the State of California, Department of Motor Vehicles (DMV)
- **Two** written estimates completed by two different qualifying service providers as defined in TEA Eligibility Criteria 3.c above
- [Consumer Assistance Program \(CAP\)](#)'s denial letter issued by the California's Bureau of Automotive Repair (BAR) for emission-related repairs

### TEA Timeframes:

- Evaluation process must be initiated within **three (3)** working days from the date the TEA request is submitted or referral from the FRC is received
- TEA payments/services must be authorized, or denied, within **three (3)** working days all verification/documentation is received, but no later than the due date established by service provider
- Approval, denial, or discontinuance notices must be issued at the time TEA services are approved, denied, or discontinued. See [ACIN I-02-14](#) for adequate notice requirements

See also [CPG 10-020.A](#) for FS eligibility determination and case management requirements.

### TEA Payment Limits:

TEA service	Description	12-Month Limit
Essential vehicle repairs	For a vehicle lawfully registered in California to the participant who is authorized to use it to and from WTW activities ( <a href="#">CPG 10-011 B.</a> )	Up to <b>\$2,000</b>
Car rental	Rental is needed during the time the vehicle is being repaired, <u>and</u> Public transportation is not a <a href="#">reasonable</a> option	<b>\$60 per day plus taxes, up to 5 days</b>

### TEA Payments:

Tea payment may be authorized only to qualifying TEA service providers for amount(s) not exceeding the TEA 12-month LIMIT unless otherwise authorized by Eligibility Operations/CalWORKs (EO/CW).

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Participant will be responsible for TEA payment(s) not previously authorized by the County.

**WTW 24-Month Time Clock Impact**

- TEA services do not affect the participant’s WTW 24-Month Time Clock ([CPG 10-003.B](#)), unless otherwise determined by the FS Specialist (FSS)
- Good Cause ([CPG 10-020.B](#)) may be granted for the time spent to resolve the transportation emergency.

**Procedure:**

[Processing Guides 10-007.3](#)

**Impact(s):**

None to other programs

**Program Affected:**

CalWORKs/ Welfare-To-Work

**References:**

- [Senate Bill \(SB\) 855](#)
- [Assembly Bill \(AB\) 74](#)
- [Welfare & Institutions Code \(WIC\) section 11325.24](#)
- [Welfare & Institutions Code 15204.2](#)
- [All County Letter \(ACL\) No.14-61](#)
- [All County Letter \(ACL\) No.14-12](#)
- [ACIN I-64-15](#)

**Release Date:**

February 2, 2016

**Sunset Date:**

This policy will be reviewed for continuance by February 28, 2017