

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

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Background:

In order to be eligible for CalWORKs, state regulations require an applicant or recipient to seek or accept potentially available income.

Policy

44-100.C.1 Eligibility Condition:

The Eligibility Worker will deny or discontinue aid, including immediate need, when an Assistance Unit (AU) fails to seek accept potentially available income as follows:

- **If the person is a mandatory AU member**
The entire AU will be denied or discontinued
- **If the person is an optional AU person**
Only the optional person will be denied or discontinued

44-100.C.2 County Responsibility:

Eligibility workers are responsible for reviewing potential income availability to the applicant or recipient from all sources.

44-100.C.3 Applicant and Recipient Responsibility:

The applicant or recipient, including the person responsible for the child must provide information necessary to determine income; or evidence that all actions to obtain potentially available income have been taken. This requirement is considered met on the date of application as long as it is completed by the date of authorization of aid.

Note: Workers will not require applicants or recipients to file a new application for Social Security or Supplemental Security Income (SSI) benefits when the application for these benefits is pending during an appeals process. Providing proof of the pending hearing is sufficient to show that the applicant or recipient is attempting to obtain these benefits.

44-100.C.4 Unconditional Available Income:

Income is considered unconditionally available if the applicant or recipient has only to claim or accept the income. Unconditionally available income may include:

- Social insurance benefits
 - Old-Age, Survivors, and Disability Insurance (OASDI)
 - Unemployment Insurance Benefits (UIB)
 - State Disability Insurance Benefits (SDI)
- Benefits available to veterans of military service, members of military service, their spouses, and their dependents
- Railroad retirement benefits, private pension plans, union welfare funds

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- Life insurance disability benefits
- Workers' Compensation benefits
- Private disability insurance benefits
- Other persons who may be contributing, such as contributions from relatives
- Interest payments
- Salary or other earned income due and payable
- Recipient's capacity for self-help and employment
- Other forms of assistance
- Any outstanding debts owed to the recipient

Procedure:

None

Impacts:

None

References:

[EAS 82-610](#)

[ACL 14-109](#)

Approval for Release:

February 17, 2015

Sunset Date:

This policy will be reviewed for continuance by February 28, 2018.