

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

**Family Stabilization**

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**Issue Date:**

1/27/2015

**Effective Date:**

Upon Receipt

**Purpose:**

- To update existing policy related to extended Homelessness Prevention Services (HPS) and Family Stabilization (FS) Referral Services
- To inform staff of new FS Processing Guides

**Background:**

As part of the Family Stabilization program implemented by Assembly Bill (AB) 74, San Diego County offers:

- [Homelessness Prevention Services \(HPS\)](#) to supplement CalWORKs (CW) programs already addressing housing emergencies due to eviction and/or shut-off notices ([44-200.C](#))
- [Transportation Emergency Assistance](#) to provide limited help with essential repairs when the vehicle meets the criteria of [reasonable transportation](#) to and from WTW activities
- [FS Referrals](#) to available resources for participants and their family members

**Policy Change:**

- Housing assistance under the HPS program may be extended up to four months for Family Stabilization participants who are experiencing a qualifying emergency
- WTW participants and their family members may be referred to Behavioral Health Services and other available resources needed to overcome emergency

**Summary of Changes:**

**[CPG 10-015.D Family Stabilization Overview](#)**

- Moved FS Overview to new section 10-007.A
- Reformatted section and removed obsolete and unnecessary information
- Moved processing instructions from the online CPG and relocated them for internal staff use

**[CPG 10-015.E Homelessness Prevention Services \(HPS\)](#)**

- Added provision for extended HPS assistance
- Included credit check fees as an allowable payment to service provider(s)
- Moved HPS policy to new section 10-007.B
- Reformatted section and removed obsolete and unnecessary information
- Moved processing instructions from the online CPG and relocated them for internal staff use

**[CPG 10-015.F Transportation Emergency Assistance \(TEA\):](#)**

- Moved TEA policy to new section 10-007.C
- Reformatted section and removed obsolete and unnecessary information
- Moved processing instructions from the online CPG and relocated them for internal staff use

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CPG 10-007.D Family Stabilization Referral Services:

- New CPG section

Created Processing Guides with instructions for internal staff use:

- [10-007.A Family Stabilization](#)
- [10-007.B Homelessness Prevention Services](#)
- [10-007.C Transportation Emergency Assistance](#)
- [10-007.D Family Stabilization Referral Services](#)

**Impacts:**

**Automation:** No impact

**Forms and Document Capture:** No impact

**Programs Affected:** Welfare-To-Work and Refugee Employment Services

**Quality Control:** QC will cite the appropriate error on any case that does not comply with the requirements outlined in this material.

**Family Resource Centers:** To address needs promptly and to avoid duplication of payments, Employment Services staff will contact the FRC's WTW Liaison to ensure that each HPS applicant is evaluated first for eligibility to CalWORKs Temporary and/or Permanent Housing Assistance.

**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](#)

**Sunset Date:** 1/27/2018

**Approval for Release:**



Rick Wanne, Director  
Eligibility Operations