

90-500.2. BUDGET UNITS

**A.
General**

This section provides information regarding the determination of the type of budget unit in which the GR recipient is placed for the needs determination.

**B.
Single Person
Living Alone**

An individual GR recipient, living alone in an independent living arrangement such as a hotel, apartment, or house, shall have his/her needs figured at the Maximum Basic Need Rate for singles (Bell v. Board of Supervisors). This category includes homeless persons and persons who pay for room and board or rent a room. See also I and J, below.

**C.
Single in
Shared
Housing**

Single GR recipients, who are sharing housing with others, including CalWORKs and SSI/SSP recipients, non-aided persons, or other GR recipients, shall have their needs figured from the Maximum Basic Rate for “Singles in Shared Housing.” The rate for any recipient is based upon the total household composition, including the GR recipient and his/her children. Although married spouses are financially responsible for each other, recipients of CalWORKs, SSI/SSP, or other Public Assistance program shall not be considered financially responsible for the GR eligible spouse (Bell v. Board of Supervisors).

Examples of Single in Shared Housing:

- 18 year old discontinued from the CalWORKs case, but still living in the household. 18 year old would be considered a Single in Shared Housing.
- Grandmother and grandchild on CalWORKs, grandfather on GR. Grandfather would be considered a Single in Shared Housing.
- Resident of a drug/alcohol recovery home would be considered a Single in Shared Housing.
- MFG child in zero-grant CalWORKs case living with a time-expired parent. Child would be considered a Single in Shared Housing.

GRPG Letter #67 (11/11)

Continued on next page

90-500.2. BUDGET UNITS, Continued

**D.
Married
Couples**

Legally married couples, living together in any shared housing situation, shall have their needs figured at the Maximum Basic Need Rate for married couples. This includes same-sex couples with marriages lawfully performed in the State of California between June 17, 2008 and November 4, 2008 and as of June 28, 2013 and later. Same-sex marriages from another state will be recognized. Married couples in which one spouse receives PA (for example, CalWORKs, SSI, etc.) shall have needs figured as a Single in Shared Housing for the spouse not receiving Public Assistance. Couples (married or unmarried) ineligible to CalWORKs, with an unborn common child shall have their needs figured as a married couple. Once the child is born, needs shall be figured as a GR Family Group, if still ineligible to CalWORKs.

Registered Domestic Partners (RDPs) that are registered with the California Secretary of State will also be treated as married couples. RDPs from other jurisdictions must be equivalent to a California RDP.

GRPG Letter #72 (9/13)

**E.
Common-Law
Marriage**

California does not recognize common-law marriages entered into within this state. However, such marriages shall be recognized as valid marriages if:

- it was entered into in a state which recognizes such marriages; and
- all conditions were met so as to satisfy that state's criteria for recognition.

Common-law couples will not have their needs figured at the Maximum Basic Need Rate for married couples as addressed in D, above, until verification is provided.

**F.
Unmarried
Couples
Living
Together**

An unmarried couple without children living in the same home with them shall have their needs figured as Singles in Shared Housing with each individual having a separate case. An unmarried couple with an unborn common child shall have their needs figured as a married couple. Once the child is born, needs shall be figured as a Family Group, if ineligible to CalWORKs.

Continued on next page

90-500.2. BUDGET UNITS, Continued

G. Room and Board

To differentiate and determine the rate for recipients in Single/Shared housing from those paying for room and board, and those renting only a room from a landlord, use the following criteria:

- the vendor must provide a written statement that it is a rooming or room and board situation and there is evidence that the sleeping quarters are separate and apart from that of the family; and
- the vendor must advertise as a private residence, offering rooms or room and board to the general public in local newspapers, bulletin boards, etc. or provide proof such as income tax returns that show continued functioning as a vendor of rooms or room and board.

Note: GR recipients living with relatives shall not have needs figured as Single Person Living Alone, but must be figured as a Single in Shared Housing.

If a recipient is receiving both room and board (housing and meals), needs will be figured as a single person living alone. The grant shall be the actual rate paid by the recipient up to the maximum grant level.

Board & Care residents will be evaluated under this section to determine if Single Living Alone or Single in Shared Housing.

GRPG Letter #67 (11/11)

H. Renting a Room

If an applicant/recipient is only renting a room from a landlord, needs shall be figured as for a Single Person Living Alone. The following requirements must be met:

- the landlord or owner must report such income as received for income tax purposes;
 - the landlord must have a valid license to operate a rooming house; and
 - the landlord must advertise as a rooming house in local newspapers, bulletin boards, etc.
-

Continued on next page

90-500.2. BUDGET UNITS, Continued

**I.
Licensed and
Certified
Drug/Alcohol
Treatment
and
Rehabilitation
Centers**

The facility must be designated as a licensed Drug and/or Alcoholic Treatment and Rehabilitation Center other than County Funded Alcohol Recovery Homes (see [Appendices B](#) and [C](#)).

The worker must take the actions in the table below for residents of these facilities.

Step	Action
1	Figure needs as for a Single in Shared Housing.
2	Pay the grant via vendor payment to the facility.
3	Presume the individual to be AB. They must provide a medical statement if they claim to be EL.

**J.
County-
Funded Drug
and/or
Alcohol
Recovery
Homes**

Applicants residing in one of the County-funded alcohol recovery homes listed in [Appendix B](#) are ineligible to GR for the duration of the residence. These facilities are State and County-funded. The County administers these funds. The County's contractual agreement stipulates that residents shall not receive GR payments during the course of their residency, because the residents' needs are being met.

**K.
Unlicensed,
Non-County-
Funded
Recovery
Homes**

Residents of drug/alcohol facilities that are not licensed and/or certified (for example, religious based facilities) and are not County-funded are eligible to a shared housing grant depending on the number of persons in the facility. These residents must provide verification of the facility's drug/alcohol curriculum (for example, brochure/letter describing the facility's residential drug/alcohol program) and their participation in the facility's program. To qualify as a drug and/or alcohol recovery home, the curriculum must indicate the program's duration, participation in an alcohol or drug 12-step program and counseling sessions. These individuals are presumed to be AB, and they must provide a medical statement if they claim to be EL. The medical statement must be from a physician or psychiatrist, or a Mental Health Services (MHS) case manager, nurse practitioner, physician's assistant or psychologist under the direction of a licensed physician/psychiatrist (the physician's/psychiatrist's name and license number must be included on the evaluation). The medical verification must give the medical reason for unemployability.

Continued on next page

90-500.2. BUDGET UNITS, Continued

**Unlicensed,
Non-County-
Funded
Recovery
Homes**
(continued)

Vendor payment will not be allowed unless the recipient provides a written statement, signed and dated in person, requesting his grant be vendor-paid to the facility.

**L.
Temporary
Emergency
Shelter**

These are emergency shelter, providing lodging and food for very short periods of time without charge. They provide for survival only, and are distinguished further by the fact that they provide no social case work services. These applicants/recipients will be aided as persons without residential addresses.

Income in-kind from the shelter will not be considered unless the item of need is provided for a full month. If a full item of need is provided for a full month, in-kind will be used in the budget computation.

**M.
Case
Management
Facility (CMF)**

These shelters are distinguished by the fact that they provide residents with a program of some duration which usually meets all their basic needs and has specific social work case management services. Case management services may include various types of counseling, job preparation, health/mental care treatment, family reunification, etc. Individuals residing in a CMF are ineligible to receive GR benefits if all the individual's needs are met by the facility at no cost to the applicant. In-kind income is counted for all full need items that are met by the facility.

Individuals who are receiving services from a CMF, but are not residing in the facility are potentially eligible for GR; however, all in-kind income received from the CMF for a full item of need must be counted against the GR grant.

GRPG Letter #73 (1/14)

Continued on next page

90-500.2. BUDGET UNITS, Continued

**N.
Pregnant
Women/
Minors
Ineligible to
CalWORKs –
First 5 Months
of Pregnancy**

Pregnant women become CalWORKs eligible starting three months prior to the expected month of birth. Pregnant women/minors who are eligible to CalWORKs are ineligible to GR benefits. For pregnant women/minors who apply and would be granted GR benefits within the first five months of pregnancy, the worker will follow the actions in the table below.

Step	Action
1	Request verification of pregnancy which includes the expected date of delivery.
2	Set a Case Alert for the fifth month of pregnancy (for example, if delivery is expected May 15, 2008, set the alert for January 2008).
3	Send approval and indicate when GR benefits will end due to potential eligibility to CalWORKs, if approved. Also inform the applicant of the requirement to apply for public assistance.
4	Close the GR case effective the end of the fifth month of pregnancy. If the recipient submits a CalWORKs denial notice any time during the month following the month of the discontinuance of GR, the worker may reopen the case, if eligibility to GR still exists.

Note: Pregnancy does not automatically qualify as an exemption from work and/or medical verification requirements. Minors are only eligible to GR under certain conditions.
