

February 12, 2020

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 20-08

The purpose of this All County Letter (ACL) is to provide County Welfare Departments (CWDs) and education stakeholders with consolidated policy guidance related to CalFresh Student Eligibility through the release of the CalFresh Student Eligibility Handbook.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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GAVIN NEWSOM
GOVERNOR

February 12, 2020

ALL COUNTY LETTER (ACL) NO. 20-08

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALFRESH PROGRAM SPECIALISTS
ALL CALWORKs PROGRAM SPECIALISTS
ALL CONSORTIA MANAGERS
ALL QUALITY CONTROL COORDINATORS

SUBJECT: CALFRESH STUDENT ELIGIBILITY HANDBOOK

REFERENCE: [TITLE 7 CODE OF REGULATIONS \(CFR\) SECTION 273.5](#); [CFR § 273.9](#); [EDUCATION CODE \(EDC\) SECTION 66025.93](#); [EDC § 69519.3](#); [EDC § 78040-78043](#); [WELFARE AND INSTITUTIONS CODE \(WIC\) SECTION 11400 SUBDIVISION \(v\)](#); [WIC § 18901.11](#); [WIC § 18904.3](#); [WIC § 18995](#); [MANUAL OF POLICY AND PROCEDURES \(MPP\) SECTION 63-102\(p\)\(1\)](#); [MPP § 63-402](#); [MPP § 63-406](#); [MPP § 63-408.111](#); [MPP § 63-502](#); [ASSEMBLY BILL \(AB\) 214 \(CHAPTER 134, STATUTES OF 2017\)](#); [AB 1747 \(CHAPTER 290, STATUTES OF 2016\)](#); [AB 1930 \(CHAPTER 729, STATUTES OF 2014\)](#); [SENATE BILL 850 \(CHAPTER 747, STATUTES OF 2014\)](#); [ACL NO. 07-31](#); [ACL NO. 14-49](#); [ACL NO. 15-70](#); [ACL NO. 17-05](#); [ACL NO. 17-97](#); [ACL NO. 18-27](#); [ACL NO. 19-32](#); [ALL COUNTY INFORMATION NOTICE \(ACIN\) NO. I-31-04](#); [ACIN NO. I-45-11](#); [ACIN NO. I-71-11](#); [ACIN NO. I-89-15](#); [ACIN NO. I-68-17](#)

The purpose of this All County Letter (ACL) is to provide County Welfare Departments (CWDs) and education stakeholders with consolidated policy guidance related to CalFresh student eligibility through the release of the CalFresh Student Eligibility Handbook.

The California Department of Social Services (CDSS) has taken steps to reduce the high rate of hunger and food insecurity occurring amongst college students by focusing on improved CalFresh access among college students. Over time, policy guidance has been released regarding student eligibility via ACLs and All County Information Notices

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Page Two

(ACINs). The CDSS has developed the CalFresh Student Eligibility Handbook to consolidate this policy guidance. The CalFresh Student Eligibility Handbook focuses on student eligibility rules, key definitions, programs to increase employability for which participation in qualifies a student for an exemption from the student eligibility rule, and verification procedures.

The CalFresh Student Eligibility Handbook, along with corresponding resources, can also be found on the [CalFresh Resource Center Policy Page](http://www.cdss.ca.gov/inforesources/CalFresh-Resource-Center/Policy) under “Student Resources” at: <http://www.cdss.ca.gov/inforesources/CalFresh-Resource-Center/Policy>.

This ACL and other [CDSS Letters and Notices](http://www.cdss.ca.gov/inforesources/Letters-and-Notices) are available online at: <http://www.cdss.ca.gov/inforesources/Letters-and-Notices>.

If you have any questions regarding this letter, please contact the CalFresh Policy Bureau at (916) 651-8047.

Sincerely,

Original Document Signed By:

JENNIFER HERNANDEZ
Deputy Director
Family Engagement and Empowerment Division

Attachment



CALFRESH STUDENT ELIGIBILITY HANDBOOK



CALIFORNIA DEPARTMENT OF SOCIAL SERVICES
CALFRESH AND NUTRITION BRANCH

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INTRODUCTION

[Welfare and Institutions Code \(WIC\) Section 18901.11](#) was enacted as a result of [Assembly Bill \(AB\) 1930 \(Chapter 729, Statutes of 2014\)](#). The bill mandated that no later than October 1, 2015, the California Department of Social Services (CDSS), in consultation with representatives of the office of the Chancellor of the California Community Colleges (CCC); Offices of the Chancellor of the California State University (CSU); University of California (UC) Chancellors' Offices; the California Workforce Development Board; county human services agencies; and advocates for students and clients, establish a protocol to identify and verify all potential exemptions from the student eligibility rule, described in [7 Code of Federal Regulation \(CFR\) Section 273.5\(a\)](#). To carry out this mandate, the Student Eligibility Workgroup (the Workgroup) was established.

The Workgroup's first policy document was [All County Letter \(ACL\) No. 17-05](#) dated February 14, 2017. The letter provides policy guidance with the aim to improve CalFresh access among college students in order to reduce the high rate of hunger and food insecurity among this population. The letter identifies programs to increase employability for which participation qualifies a student for an exemption from the student eligibility rule. As part of this effort, CDSS and Workgroup members developed a process to keep County Welfare Departments (CWDs) informed of local programs to increase employability.

Effective January 1, 2018, the College Student Hunger Relief Act of 2017, [[AB 214 \(Chapter 134, Statutes of 2017\)](#)] enacted [Education Code \(EDC\) Section 69519.3](#) and [WIC 18901.11](#) to establish new requirements and clarify existing policy regarding CalFresh student eligibility. The [EDC Section 69519.3](#) requires the California Student Aid Commission (CSAC) to notify Cal Grant recipients of their potential eligibility for CalFresh. Additionally, the bill defined an "on campus food vendor" and "food facility" for the purpose of implementing the Restaurant Meals Program (RMP) on college campuses, redefined "half-time enrollment", and defined "anticipating participation" in work study. In accordance with [WIC 18901.11](#), CDSS is required to maintain, and regularly update, a list of local programs to increase employability. Additionally, CDSS is required to issue and maintain instructions for verifying an exemption from the student eligibility rule based on participation in such a program. As a result of these changes and continued efforts of the Workgroup, [ACL No. 18-27](#) dated April 2, 2018 was released.

The purpose of the Student Eligibility Handbook (the Handbook) is to build on the efforts of the Workgroup and provide consolidated policy guidance regarding CalFresh eligibility for college students. The Handbook provides an overview of the student eligibility rule, exemptions from the rule, and approved programs to increase employability. The guidance in this Handbook is based on statutes, regulations, and previously issued ACLs and All County Information Notices (ACINs).

PART 1: STUDENT DEFINITION

In accordance with [7 CFR Section 273.5\(a\)](#) and [Manual of Policies and Procedures \(MPP\) Section 63-406.11](#), a student is defined as any person who is age 18 through 49; physically and mentally fit for employment; and enrolled at least half-time, as defined by the institution, in an institution of higher education. Half-time enrollment and an institution of higher education are defined in [Part 8: Definitions](#). A student shall be ineligible to participate in CalFresh unless the student meets the criteria for at least one of the exemptions specified at [7 CFR Section 273.5\(b\)](#) and discussed in [Part 3: Student Eligibility Exemptions](#) of this Handbook. This is known as the “student eligibility rule” and is referred to as such throughout this Handbook.

LENGTH OF STUDENT STATUS/EXEMPTIONS

In accordance with [7 CFR Section 273.5\(c\)](#) and [MPP Section 63-406.22](#), the enrollment status of a student must begin on the first day of the school term. Once a student enrolls in an institution of higher education, such enrollment must be anticipated to continue through normal periods of class attendance, vacation, and recess, unless the student graduates, is suspended, expelled, takes a leave of absence, stops attending, or does not intend to register for the next normal school term (excluding summer school). The student eligibility rule applies on the date of the initial interview to all applicants who meet the CalFresh definition of a student.

COLLEGE MEAL PLANS

CalFresh benefits cannot be used to pay for a college meal plan. In addition, students who receive more than half their meals through a meal plan, whether purchased or provided at no cost to the student, are not eligible for CalFresh in accordance with [7 CFR Section 273.1\(b\)\(7\)\(vi\)](#) and [MPP 63-402.4](#). However, if a student participates in a meal plan that provides them with fewer than half of their meals they may be eligible for CalFresh.

ADULT EDUCATION PROGRAMS

The CalFresh student eligibility rule and exemptions do not apply to students who are enrolled in adult education programs. Enrollment in K12 adult schools and community college noncredit classes does not require a high school diploma or equivalency certificate. Therefore, these programs are not considered to be institutions of higher education as defined by CalFresh. Institutions of Higher Education are defined in [Part 8: Definitions](#).

PRIVATE INSTITUTIONS OF HIGHER EDUCATION

The CalFresh student eligibility rule and exemptions apply to students who attend public or private institutions of higher education. There are no specific exclusions for private institutions.

GRADUATE STUDENTS

The CalFresh student eligibility rule and exemptions apply to graduate students. CWDs must apply the student eligibility rule and exemptions to undergraduate and graduate students alike. There are no specific exclusions for graduate students.

VETERAN STUDENTS

Just like undergraduate and graduate students, students who are veterans are not treated any differently when applying for CalFresh. There are no specific exclusions for students who are veterans. Please see [MPP Section 63-502.2\(e\)\(1\)](#) and the income exclusion section of this Handbook for guidance on the exclusion of educational assistance provided to students who are veterans.

PART 2: STUDENT INCOME ELIGIBILITY FOR CALFRESH

CalFresh income eligibility is determined based on gross and net income. Gross income is all non-excludable income from any source, including both earned and unearned income. Net income is all income remaining after deductions are applied to a household's gross income.

Households that include a student are generally assigned a 12-month certification period. Income eligibility is determined at initial application, periodic report (i.e. SAR 7), and recertification. The CWD may also act on certain changes in income during the certification period, known as "mid-period" changes, if the change:

- Is a mandatory report of gross income received over the income reporting threshold (IRT);
- Is considered verified or verified upon receipt (VUR); or
- Is a voluntary report that results in an increase to CalFresh benefits.

Under semi-annual reporting, CalFresh benefits are determined using prospective budgeting and reasonably anticipated income. Prospective budgeting requires that the CWD determine CalFresh eligibility based on a household's circumstances looking forward. Reasonably anticipated income is any income the household can reasonably anticipate receiving over the length of the certification period.

At application and recertification, the CWD determines the amount of income that will be used to determine CalFresh eligibility based on any income received over the 30-day period prior to the application or recertification and the income a household expects to receive looking forward. The household is required to provide verification for any income received during this 30-day period. The household must also confirm whether that income is expected to continue for the remainder of the certification period.

After application or recertification, a household must report mandatory income changes during the certification period or at periodic report. A household can also voluntarily report decreases in income anytime.

At periodic report, the CWD will determine a household's ongoing eligibility for CalFresh based on any changes in income that occurred during the household's "data month". A household's data month is the month before the periodic report is due. The household must tell the CWD about any change in income since their last report. Households are required to provide verification for any income changes that occur during the data month for the periodic report to be considered complete. Households must also confirm that the income change is expected to continue for the remainder of the certification period for the income to be used by the CWD when determining the household's continuing CalFresh eligibility.

INCOME EXCLUSIONS

In general, education assistance is considered excluded income when determining CalFresh eligibility. In accordance with [7 CFR Section 273.9\(c\)\(3\)\(i\)](#), educational assistance includes, but is not limited to, loans on which the payment is deferred, grants, scholarships, work study, fellowships, and veteran's educational benefits. Please note that the income amount a veteran student receives, includes but is not limited to, a Government Issued (G.I.) Bill, and is excluded for the determination of income; the CalFresh MPP reiterates this policy. In accordance with [MPP Section 63-502.2\(e\)](#), educational assistance not otherwise excluded by federal statute, to the extent that it is either earmarked by the lender, used for, or intended to be used for, allowable educational expenses at qualifying institutions must be excluded. Qualifying institutions include those providing secondary or post-secondary education or the equivalent of a secondary diploma, including correspondence schools at these levels and a school at any level for the physically or mentally handicapped or a vocational education program.

Educational loans on which repayment is deferred must be excluded in accordance with [7 CFR Section 273.9\(c\)\(3\)\(i\)](#). A loan on which repayment is not required to begin until 60 days after receipt of the loan, is considered a deferred repayment loan. All other loans, including loans from private individuals as well as commercial institutions, may be excluded from household income pursuant to [7 CFR Section 273.9\(c\)\(4\)](#).

Both deferred student loans and vendor payments are considered income exclusions. A vendor payment is a direct payment made by a person or organization outside of the household, on behalf of a household, to either the household's creditors or to a person or organization providing a service to the household. Non-deferred student loans can be considered a vendor payment and thus an income exclusion. Deferred educational loans, grants, scholarships, fellowships, and veterans' educational benefits are legally obligated to the household and therefore not vendor payments.

"In-kind" income, for which no monetary payment is made on behalf of the household, such as the California College Promise Grant (CCPG), formerly Board of Governors (BOG) fee waiver, must be treated as exempt in the CalFresh budget calculation.

PART 3: STUDENT ELIGIBILITY EXEMPTIONS

In general, students are not eligible for CalFresh due to the student eligibility rule. However, some students meet exemptions to the student eligibility rule. If a student meets the criteria for an exemption from the student eligibility rule, they may be eligible for CalFresh. CWDs must evaluate the circumstances of any household member who is identified as a student to determine if they are subject to the student eligibility rule and whether they meet the criteria for any of the exemptions listed at [7 CFR Section 273.5\(b\)](#).

APPLICABILITY OF EXEMPTIONS

In accordance with [MPP Section 63-406.21](#), for a student to be eligible for CalFresh, the student must meet the criteria for at least one of the following exemptions on the date of the application or recertification interview. Once an exemption has been established, the exemption typically will apply through the length of the certification period, except for the exemption based on work hours and work study.

EXEMPTIONS FROM THE STUDENT ELIGIBILITY RULE

- **Paid Work:** A student who is enrolled at least half-time in an institution of higher education and employed for an average of 20 hours per week or a total of 80 hours per month and paid for employment, or if self-employed, employed for an average of 20 hours per week or a total of 80 hours per month and receiving weekly earnings at least equal to the Federal minimum wage multiplied by 20 hours,” meets the criteria for an exemption from the student eligibility rule ([7 CFR Section 273.5\(b\)\(5\)](#)).

[ACL No. 17-97](#) dated September 21, 2017 provides guidance that CWDs will average student work hours monthly to determine CalFresh eligibility. Students whose employment hours fluctuate from week to week will be considered to have met the minimum work hour requirement if they maintain an average of either 20 hours per week or a total of 80 hours per month. The CWD must review student work hours at application and recertification. (See [MPP Section 63-408.111](#) and [MPP Section 63-502.112](#)).

Under semi-annual reporting, a change in student work hours is not a mandatory mid-period report. If the student does not report a change in work hours during the certification period, the student meets the criteria for an exemption from the student eligibility rule through the length of the certification period.

If the student reports a change in work hours at periodic report, the CWD must determine if the change in work hours averages to 20 hours per week or a total of 80 hours per month to continue applying the exemption. If the change in work hours does not average to 20 hours per week or a total of 80 hours per month,

the CWD must determine whether the student meets the criteria for another exemption from the student eligibility rule or whether the student is no longer eligible for CalFresh.

Note: If a student voluntarily reports a change in income during the certification period and the change in income is verified, the CWD must act to reassess the student's continuing CalFresh eligibility. While the CWD is acting on the verified change in income, it may become known to the CWD that a student no longer meets the criteria for an exemption from the student eligibility rule based on work hours. In this scenario, the CWD must determine whether the student meets the criteria for another exemption from the student eligibility rule or whether the student is no longer eligible for CalFresh.

- **Work Study:** A student who is approved for state or federally financed work study for the current school term, as defined by the institution, and anticipates working during the term meets the criteria for an exemption from the student eligibility rule. The exemption begins the month the school term starts, or the month work study is approved, whichever is later and continues until the end of the month in which the school term ends, or it becomes known that the student refused a work assignment. The exemption shall not continue between terms when there is a break of a full month or longer unless the student is participating in work study during the break ([MPP Section 63-406.212](#)).

The [ACL No. 18-27](#) dated April 2, 2019 and [WIC 18901.1](#) state that for the purpose of determining CalFresh eligibility, a student shall be considered "anticipating participation" in work study if "he or she can reasonably expect or foresee being assigned a work study job, and a student shall be deemed to be 'anticipating participation' in work study until he or she receives notices from the institution of higher education that he or she has been denied participation in work study." Furthermore, a work study job assignment which has not yet begun or is not yet available does not prevent the student from meeting the criteria for this exemption. A student can fairly anticipate that they will be offered a work study job assignment until they receive a notice of denial. If the student is approved for work study and a job does not materialize, the student is not penalized ([ACIN No. 1-89-15](#) dated December 31, 2015 and [ACL No. 17-05](#)).

If a student is approved for work study, but states during the CalFresh interview that they do not anticipate accepting a work study job assignment if offered, the CWD must document in the case file the student's voluntary statement and deny the exemption.

Additionally, a student who is denied work study due to funding limitations does not meet the criteria for an exemption from the student eligibility rule. A student must officially be approved for work study. Eligibility for work study without official approval is insufficient for a student to meet the criteria for an exemption.

If the student is not participating in work study during a school break of a month or longer, the student must not be considered exempt from the student eligibility rule. Unless the student is otherwise exempt, the student may be ineligible for CalFresh during the break. CWDs are reminded to assess whether a student who is not participating in work study during the break meets the criteria for another exemption before acting to discontinue CalFresh eligibility.

- **Parental Control for a Child Under Age Six:** A student who is exerting parental control over a dependent household member under the age of six meets the criteria for exemption from the student eligibility rule. See [MPP Section 63-102\(p\)\(1\)](#) for the definition of “parental control.”

Only one parent can claim the exemption as the primary person responsible for the care of a dependent child under the age of six.

- **Parental Control for a Child Under Age Twelve without Adequate Child Care:** A student who is exerting parental control over a dependent household member who has reached age six, but is under age twelve, and the CWD has determined on a case-by-case basis that adequate child care services are not available to enable the individual to attend class and work an average 20 hours per week or a total of 80 hours per month, or participate in a state or federally financed work study program during the regular school year, meets the criteria for an exemption from the student eligibility rule. See [MPP Section 63-102\(p\)\(1\)](#) for the definition of “parental control.”

Only one parent can claim the exemption as the primary person responsible for the care of a dependent child who has reached age six but is under age twelve and adequate child care services are not available.

- **Single Parent Responsible for Child Under Twelve:** A student enrolled full-time in an institution of higher education and who is a single parent with responsibility for the care of a dependent child under age 12 meets the criteria for an exemption from the student eligibility rule.

This exemption applies when only one of the child’s natural, adoptive, or step parent, regardless of marital status, is in the same CalFresh household as the child. If no natural, adoptive, or step parent is in the same CalFresh household as the child, another full-time student in the same CalFresh household as the child may qualify for this exemption if he or she has parental control over the child and his or her spouse is not part of the CalFresh household.

- **Attending School as Part of an Employment and Training (E&T) Program:** A student who is assigned to, or placed in, an institution of higher education through or in compliance with the requirements of (a) through (e) below meets the criteria for an exemption from the student eligibility rule.

a) Workforce Innovation Opportunity Act (WIOA)

- b) CalFresh Employment or Training (CalFresh E&T) Program
- c) Job Opportunities and Basic Skills (JOBS) program under Title IV of the Social Security Act
- d) Programs under [Section 236 of the Trade Act of 1974](#)
- e) State or local government E&T programs, for individuals with low income, determined by the CWD to be providing at least one of the components listed below:
 - Job retention,
 - Job search,
 - Job search training,
 - Work experience,
 - Workfare,
 - Vocational-training,
 - Self-employment training,
 - On-the-job-training, or
 - Education.

Self-initiated placements during the period of time the person is enrolled in one of the E&T programs as specified in (a) through (e) must be considered to be in compliance with the requirements of the program in which the person is enrolled, provided that the program has a component for enrollment in an institution of higher education and that program accepts the placement.

- **Attending School as Part of a Program to Increase Employment:** A student attending a program to increase their employability in accordance with [7 CFR Section 273.5\(b\)\(11\)](#) meets the criteria for an exemption from the student eligibility rule.

Qualifying programs must be intended for students with low income, must be operated by a state or local government, and one or more of the program components must be equivalent to a CalFresh E&T component. If a student resides in one county, but commutes to another county where the approved program is located, the student meets the criteria for an exemption from the student eligibility rule.

- **Receipt of Temporary Assistance for Needy Families (TANF) Funded Benefit:** A student receiving a TANF funded benefit meets the criteria for an exemption from the student eligibility rule ([7 CFR Section 273.5\(b\)\(3\)](#)). This includes California Work Opportunity and Responsibility to Kids (CalWORKs), Tribal TANF, TANF-Funded Cal Grant A or B, and any other program funded with the TANF block grant under Title IV of the Social Security Act. Additionally, receipt of a TANF-funded non-cash benefit is sufficient to confer the exemption.

Special Notes on this Exemption

Receipt of a TANF-Funded Cal Grant A or B:

The CDSS allocates TANF funds yearly to CSAC for the purpose of issuing Cal Grants to students with low-income who meet the TANF eligibility requirements. As stated on page two of [ACL No. 17-05](#), the student must be:

- a) Currently unmarried;
- b) 25 years of age or younger; and
- c) Have parental and/or student income of \$50,000 a year or less.

Note that CSAC may have additional eligibility requirements that are not listed here, including previous receipt of a Cal Grant. These additional eligibility criteria are used by CSAC to determine whether a student is eligible to receive a Cal Grant. Students without qualifying citizenship status may be approved for a Cal Grant A or B but will not receive TANF funding for the Cal Grant. Therefore, their receipt of the Cal Grant does not qualify them for an exemption to the student eligibility rule.

In accordance with [ACL No. 19-32](#) dated April 22, 2019, CSAC offers three types of Cal Grants to students:

1. Cal Grant A provides tuition and fee assistance;
2. Cal Grant B contains two components:
 - Cal Grant B provides tuition and fee assistance
 - Cal Grant B Access provides assistance to cover the cost of books/supplies and other college expenses; and
3. Cal Grant C.

Receipt of a TANF-funded Cal Grant A or B may be used to determine if a student meets the criteria for an exemption from the student eligibility rule.

The CSAC provides Cal Grants to students who do not meet the TANF eligibility requirements. It is important to keep this in mind when determining whether a student meets the criteria for an exemption from the student eligibility rule. The CWD must confirm that the student received a TANF-funded Cal Grant A or B. See [TANF-Funded Cal Grant A or B](#) verification section of this Handbook.

Cal Grants A or B provide tuition and fee assistance for students who attend a “tuition charging institution.” Students with low-income do not pay tuition at any CCC as a result of fee waiver programs, such as College Promise, formerly known as the BOG Fee waiver. Therefore, the CCCs are not considered tuition charging institutions for the purposes of establishing Cal Grant eligibility. Students with low-income who attend a

CCC and meet the TANF eligibility requirements are not eligible to receive tuition and fee assistance through Cal Grant A or B while attending a CCC.

Most students who attend a CCC can only receive the Cal Grant B Access component and therefore, do not meet the criteria for an exemption from the student eligibility rule. See [ACL No. 17-05](#) for other exemption criteria that may apply to students who attend a CCC.

As stated in [ACL No. 18-27](#), a student with low-income who attends a CCC may be eligible for a TANF-funded Cal Grant A or B if and when the student transfers to a four-year, tuition charging institution of higher education. The student will receive tuition and fee assistance through the TANF-funded Cal Grant A or B only at the time they transfer to the four-year, tuition charging institution.

Guidance regarding four-year institutions of higher education has not changed. Students attending a CSU, UC, or other four-year institution of higher education, including private institutions, that are receiving tuition and fee assistance through a TANF-funded Cal Grant A or B meet the criteria for an exemption from the student eligibility rule.

- **Additional Qualifying Exemptions:** A student who meets one of the following criteria may also qualify for CalFresh:
 - Is 17 years of age or younger, or 50 years of age or older; or
 - Are enrolled less than half time (see [Half-Time Enrollment](#) section of this Handbook); or
 - Have a disability; or
 - Have verification stating the inability to work because of a physical or mental issue; or
 - Do not expect to be enrolled next term.

Special Notes on this Exemption

Has a disability: Students who have a disability and receive disability-based income, like Social Security Disability, Supplemental Security Income, Veterans' Disability, Worker's Compensation or other disability-based incomes qualify for an exemption. The disability must be expected to last more than 30 days.

Has verification stating the inability to work because of a physical or mental issue: Students that do not receive disability-based income but are unable to work due to physical or mental issues, must provide verification of the inability to work from a third-party source. In this scenario, a client statement or affidavit does not suffice.

Verification can be provided by a medical professional, including but not limited to a physician, nurse, psychologist, or psychiatrist. Other professionals, who are not medical professionals, but assist clients in case management or other services, such as a Behavioral Health Case Manager or Regional Center Case Manager, may also provide verification.

When third party verification is unavailable, worker observation noted in the case record can also be used as verification. When possible, the CWD will assist the client in attaining verification for this exemption.

PART 4: VERIFICATION OF EXEMPTIONS

In accordance with [ACIN No. I-45-11](#) dated June 1, 2012, an exemption is an eligibility factor and the CWD must verify whether a student meets the criteria for an exemption. Verification can include but is not limited to pay stubs or letter from the employer, an award letter from financial aid indicating that the individual is eligible for work study, documentation from the school that the individual did not register for the next regular term, or, if that is not available, an affidavit from the student. If an individual claims to be mentally or physically unfit for employment and the unfitness is not evident to the CWD, verification may be required. Appropriate verification may consist of documentation of receipt of temporary or permanent disability benefits issued by governmental or private sources, or a statement from a physician, or licensed or certified psychologist.

It is important that CWDs not limit verification to any single type of document, if multiple sources are available. Furthermore, with the approval of the applicant or recipient, collateral contacts may be used to confirm a household's circumstances when verification cannot be provided by the household. The collateral contact may be made either in person or over the telephone. The CWD must not restrict acceptability of a collateral contact to a particular individual but must be open to anyone who can be expected to provide an accurate third-party verification of the household's statement.

Generally, if verification is not available, a student may self-certify via a sworn statement or an affidavit. Self-certification must be used in circumstances where the student is unable to provide verification through documentary evidence or collateral contact.

WORK STUDY

As stated earlier, approval for state or federally financed work study for the current term, as defined by the institution of higher education, meets the criteria for an exemption from the student eligibility rule. In accordance with [ACIN No. I-45-11](#), acceptable verification of approval for work study may include, but is not limited to, a work study approval or award letter from the financial aid department.

TANF-FUNDED CAL GRANT A OR B

The [EDC Section 69519.3 \(AB 214\)](#) requires that CSAC provide recipients of a TANF-funded Cal Grant A or B written notification regarding their potential eligibility for CalFresh. This written notification serves as verification that a student receives a TANF-funded Cal Grant A or B and, by definition, also meets the TANF eligibility requirements.

The written notification, which has taken the form of an electronic or paper letter sent directly to the student, is provided by CSAC once the TANF-funded Cal Grant A or B has been awarded and paid. A student may provide a copy of the written notification to the CWD to verify that they have received a TANF-funded Cal Grant A or B. Currently, this written notification is the preferred method of verifying that a student has received a TANF-funded Cal Grant A or B.

Note: CSAC also sends an initial award notification letter informing the student that they are eligible for a Cal Grant and instructing them to complete additional steps in order to officially receive the Cal Grant. This initial letter does not verify that a student has been awarded and paid a TANF funded benefit. At the time the initial letter is sent to the student, the Cal Grant process is in the early stages. The TANF eligibility requirements have not yet been verified by CSAC and the Cal grant has not been awarded and paid to the student. The student must wait for the official written notification from CSAC confirming that the TANF-funded Cal Grant A or B has been awarded and paid to meet the criteria for an exemption from the student eligibility rule. See [Appendix A](#) for an example letter of the preferred method of verification for a TANF-funded Cal Grant A or B.

If a student that has been awarded and paid a Cal Grant A or B does not receive written notification from CSAC regarding their potential eligibility for CalFresh, it may be that the student is not receiving a TANF-funded Cal Grant A or B. As previously mentioned, it cannot be assumed that every student who receives a Cal Grant A or B has received a TANF-funded Cal Grant A or B. If a student's Cal Grant A or B is not TANF-funded, CSAC will not provide the written notification.

If a student loses the written notification confirming receipt of a TANF-funded Cal Grant A or B, the student may request a replacement directly from CSAC. If necessary, the CWD may assist the student in requesting a replacement.

Additionally, when a student is approved for a TANF-funded Cal Grant A or B, the award is for one year at a time for up to four years. Generally, a Cal Grant is awarded for up to four years as long as the student continues to meet the need requirements and meet satisfactory academic progress on campus. Funding is distributed by the school and students receive the funding by term. If the student only attends one term, they would only receive funding for one term. Once eligibility for the exemption has been established, the exemption will apply through the certification period.

Note: Refer to [Appendix A](#) for additional clarification on Cal Grants.

EXCEPTION FOR CALIFORNIA COMMUNITY COLLEGES (CCCS) OFFERING A BACCALAUREATE (BA) DEGREE

The [EDC Section 78040-78043](#), as passed by [Senate Bill \(SB\) 850 \(Chapter 747, Statutes of 2014\)](#), authorized the CCC Board of Governors to establish a statewide BA Degree Pilot Program in Fall 2017 and allowed fifteen approved CCCs to offer bachelor's degrees. Each of the fifteen approved CCCs offer one academic degree in the area of health, science, or technology not already offered at a CSU or UC. Under the law, each CCC charges \$84 per unit of upper-division course work. A small population of CCC low-income students eligible for a TANF-funded Cal Grant A or B and participating in the BA Degree Pilot Program is charged tuition and may receive tuition and fee assistance through a TANF-funded Cal Grant A or B while attending the CCC.

Below is a list of the CCCs participating in the BA Degree Pilot Program with the field of study offered.

Community College	Field of Study
Antelope Valley College	Airframe Manufacturing Technology
Bakersfield College	Industrial Automation
Crafton Hills College	Emergency Services & Allied Health Systems
Cypress College	Mortuary Science
Feather River College	Equine Industry
Foothill College	Dental Hygiene
West Los Angeles College	Dental Hygiene
Mira Costa College	Bio-Manufacturing
Modesto Junior College	Respiratory Care
Skyline College	Respiratory Care
Rio Hondo College	Automotive Technology
Mesa College	Health Information Management
Santa Ana College	Occupational Studies
Santa Monica College	Interaction Design
Shasta College	Health Information Management

Note: Students participating in the CCC BA Degree Pilot Program who have received tuition and fee assistance through a TANF-funded Cal Grant A or B will

also receive written notification from CSAC as verification. This is an exception to the students attending a CCC and are participating in the BA pilot program.

PARTICIPATION IN A PROGRAM TO INCREASE EMPLOYABILITY

Verification of participation in a program to increase employability may include, but is not limited to, a formal document that shows participation in any of the approved programs listed in the following sections of this Handbook, or a print out from a student's college or university web-based account indicating participation in a program such as the Extended Opportunity Programs and Services (EOPS) and Educational Opportunity Program (EOP) Mutual Responsibility Contract (MRC).

PART 5: STATE-FUNDED PROGRAMS THAT INCREASE EMPLOYABILITY

In accordance with [7 CFR Section 273.5\(b\)\(11\)](#) a student meets the criteria for an exemption from the student eligibility rule if the student's attendance can be described as part of a program to increase the student's employability. This includes programs for students with low-income that are operated by a state or local government where one or more of the components of the program are equivalent to an E&T component. All programs listed below are approved as programs to increase employability.

APPROVED PROGRAMS

Workforce Innovation and Opportunity Act (WIOA)

The WIOA reauthorized and amended the Workforce Investment Act (WIA) of 1998. The WIA superseded the Job Training Partnership Act (JTPA). The purpose of WIOA funded activities is to promote an increase in the employment, job retention, earnings, and occupational skills improvement by participants. [MPP Section 63-406.216\(a\)](#) identifies JTPA as one of the allowable exemptions from the student rules. Therefore, a student enrolled in a WIOA activity meets the criteria for an exemption from the student eligibility rule.

Extended Opportunity Programs and Services (EOPS)

The EOPS assists eligible low-income and educationally disadvantaged students to achieve academic success by offering support services to enhance persistence, retention, graduation, and transfer goals. Supportive services provided by EOPS include, but are not limited to, academic, career, and personal counseling; basic skills instruction; tutoring; textbooks; meal tickets; transportation assistance; and grants. A student enrolled in EOPS meets the criteria for an exemption from the student eligibility rule.

Educational Opportunity Program (EOP)

The EOP provides assistance in support of employability by providing first generation college students and students from low-income households and educationally disadvantaged backgrounds with mentorship opportunities, access to academic programs, financial assistance, counseling/advising, and other campus support services. In addition to assisting students through to graduation, EOP helps prepare students for admission to graduate and professional schools. Please note that EOP at the UC and CSU is comparable to EOPS at the CCCs. A student enrolled in EOP meets the criteria for an exemption from the student eligibility rule.

Disabled Students Programs and Services (DSPS) & Student Academic Services (SAS)

The DSPS program provides support services, specialized instruction, and educational accommodations to students with disabilities so they can participate as fully and benefit as equitably from the college experience as their peers without disabilities. An Academic Accommodations Plan (AAP) is developed for each student which links the student's goals, curriculum program, and academic accommodations to his/her specific disability related educational limitation. The CSU's SAS for students with disabilities program is similarly structured. A student enrolled in DSPS or SAS meets the criteria for an exemption from the student eligibility rule.

Cooperative Agencies Resources for Education (CARE) Program

The CARE program was established by the State of California to support the unique needs of welfare recipients by promoting self-sufficiency and academic success. It is a supplemental component of EOPS that specifically assists students who are single heads of household with dependent children. The CARE program offers supportive services so they can acquire the education, training, and marketable skills needed to transition from welfare dependency to employment and eventual self-sufficiency for their families. Every CARE student is an EOPS student and must meet the eligibility criteria for both programs. A student enrolled in CARE meets the criteria for an exemption from the student eligibility rule.

McNair Scholars Program

The McNair Scholars program is state-funded and serves first generation college students from low-income homes to prepare them for doctoral studies with the goal of increasing graduate degree awards for students from underrepresented segments of society to ultimately drive students toward academic careers to diversify the faculty in colleges and universities. A student enrolled in the McNair Scholars Program meets the criteria for an exemption from the student eligibility rule.

Mathematics, Engineering, Science Achievement (MESA) Program

The CCC MESA programs serve financially and educationally disadvantaged students seeking majors in math and science-based fields. There are 33 CCC MESA programs;

30 are funded by the CCC Chancellor's Office and work with thousands of educationally disadvantaged students, helping them excel in math and science, and graduating with math-based degrees. The MESA program works closely with industry partners and the UC, CSU, CCCs, Association of Independent Colleges and Universities, and the State Department of Education. A student enrolled in MESA meets the criteria for an exemption from the student eligibility rule.

Unaccompanied Refugee Minors (URM) Program

The URM program is a federal foster care program that is funded by the Office of Refugee Resettlement (ORR). Youth in the URM program must have an eligible status (e.g. refugee, asylee, Cuban/Haitian entrant, trafficking victim, Special Immigrant Juvenile Status or U-visa), be in the United States unaccompanied, and enter the program prior to their 18th birthday. Most youth enter in their later teens and can stay in the program up to age 24 if they continue to meet eligibility criteria. CDSS contracts with three Foster Family Agencies to provide the direct services such as case management, independent living, transitional housing, and mental health supports to the minors.

The URM program is required by federal regulation to parallel the services provided by California's Title IV-E foster care program and has URM versions of [AB 12 \(Chapter 559, Statutes of 2010\)](#), Transitional Housing Program Plus Foster Care (THP+FC), and THP-Plus placements. The URM receive the same monthly maintenance payments for placements as other foster youth and Non-Minor Dependents (NMD) in the state. Also, URM receive full-scope, fee-for-service, no share of cost Medi-Cal under the same aid codes that are used for Title IV-E foster youth and former foster youth. When applying for Medi-Cal at the counties, URM provide either an Office of Refugee Resettlement (ORR) approval letter or a CDSS Refugee Verification letter to show their participation in the URM program. A student enrolled in URM meets the criteria for an exemption from the student eligibility rule.

PART 6: STATE-FUNDED PROGRAMS THAT INCREASE EMPLOYABILITY FOR CURRENT AND FORMER FOSTER YOUTH

In accordance with [7 CFR Section 273.5\(b\)\(11\)](#), a student meets the criteria for an exemption from the student eligibility rule if the student's attendance can be described as part of a program to increase the student's employability. This includes programs specially targeted at current and former foster youth.

APPROVED PROGRAMS

Guardian Scholars Program

The UC, CSU, and Community College Guardian Scholar Programs offer educational assistance and support services to current and former foster youth. These programs are intended to increase the college completion rate, and therefore, the employability of

participating students. A student enrolled in the Guardian Scholars Program meets the criteria for an exemption from the student eligibility rule.

Foster Youth Success Initiative (FYSI)

The FYSI was introduced in 2007 by the CCC Chancellor's Office by establishing FYSI liaisons in each of the 113 CCCs. The FYSI liaisons provide ancillary support to foster youth enrolled in community college. Some former foster youth may also be participating in Cooperating Agencies Foster Youth Educational Support which was authorized by [SB 1023 \(Chapter 771, Statutes of 2014\)](#). A student enrolled in FYSI meets the criteria for an exemption from the student eligibility rule.

Cooperating Agencies Foster Youth Educational Support (CAFYES)

The CAFYES program is a supplemental component of the existing EOPS program which provides services to current and foster youth who were in foster care on or after their 16th birthdays. Ten community college districts, the maximum permitted by the authorizing law [SB 1023 \(Chapter 771, Statutes of 2014\)](#), administer the CAFYES program. A student enrolled in the CAFYES program meets the criteria for an exemption from the student eligibility rule.

Chafee Education and Training Voucher (ETV) Program

Current and former foster youth may be participating in the Chafee ETV Program administered by the CSAC who administers the Chafee ETV program in California under an interagency agreement with CDSS. A student enrolled in the Chafee ETV Program meets the criteria for an exemption from the student eligibility rule.

Extended Foster Care (AB 12/AB 212)

The California Fostering Connections to Success Act was signed into law September 30, 2010 through [AB 12 \(Chapter 559, Statutes of 2010\)](#) and became effective January 1, 2012. The bill and subsequent legislation allowed foster care for eligible youth to extend beyond age 18 up to age 21. Eligible foster youth are designated as "non-minor dependents" (NMDs). This legislation also recognized the importance of family and permanency for youth by extending payment benefits and transitional support services for the Adoption Assistance Program (AAP) and the Kinship Guardianship Assistance Payment (Kin-GAP) Program. Goals and benefits of this legislation was that foster youth would be able to maintain a safety net of support while experiencing independence in a secured and supervised living environment. Additionally, the legislation provided youth extended time as NMDs to participate in educational and employment training opportunities which assist youth in becoming better prepared for successful transition into adulthood and self-sufficiency. A student participating in Extended Foster Care meets the criteria for an exemption from the student eligibility rule.

PART 7: LOCAL PROGRAMS THAT INCREASE EMPLOYABILITY

The [WIC Section 18901.11](#) requires CDSS to issue guidance and maintain a non-exhaustive list of local student programs that increase employability and therefore qualify a student participating in such a program to be exempt from the student eligibility rule. The required list of approved local programs is in addition to the existing list of programs identified in [Part 5: State-Funded Programs that Increase Employability](#) and [Part 6: State-Funded Programs that Increase Employability for Current and Former Foster Youth](#) of this Handbook.

To be defined as a program to increase employability, a student must participate in a program which assists in gaining the skills, training, work, or experience that will increase the student's ability to obtain regular employment.

In addition to the programs listed, there may be other state-funded programs that are referred to locally by another name, or programs that are locally-funded and provide education components with the goal of increasing employability. CWDs should consider working with their local institution of higher education and other education and training partners to identify such programs. Once identified, CWDs may contact CDSS for program approval.

In accordance with [ACL No. 17-05](#), CWDs, institutions of higher education, and counterparts must submit to CDSS the name and a description of the program, including how the program increases the employability of students. CDSS confirms and tracks approvals. Once approved, CWDs may consider student attendance in the program as qualifying the student for an exemption from the CalFresh student eligibility rule. The local list of programs is located on the [CalFresh Resource Center Policy Page](#) under "Student Resources."

The CDSS approval of local programs is based on an assessment of whether the local program has one or more components equivalent to a CalFresh E&T Program component, such as job retention, job search, job search training, work experience, workfare, vocational training, self-employment training, on-the-job training, or education. Program activities must have a direct link to employment and move the student promptly into employment. Drop-in centers that offer services on an as needed basis are not considered programs to increase employability under this definition.

Note: Refer to [Appendix D](#) of this Handbook for the template to request approval of local programs to increase employability.

PART 8: DEFINITIONS

HALF-TIME ENROLLMENT

The [EDC Section 69519.3](#) supersedes current regulations at [MPP Section 63-406.11](#) and, for the purpose of determining CalFresh student eligibility, specifies that "a student shall be determined to be attending at least half-time any semester or term in which he or she enrolls in at least half of the number of credits needed each semester or term to

graduate within four years of enrollment as a first-time freshman, or within two years of enrollment as a transfer student.”

Because the definition may vary by institution, the CWD will work with the applicant and/or local institution to determine what number of credits are needed each semester or term to graduate within four years of enrollment as a first-time freshman, or within two years of enrollment as a transfer student. This calculation also applies to those receiving graduate degrees.

When a student has not chosen a major, the CWD must base the half-time calculation on the minimum number of credits required for the student to obtain a General Education Bachelor of Arts degree at that institution of higher education. If the student has chosen a major, the CWD must base the half-time calculation on the number of credits required for that student’s chosen major at that institution of higher education. Additionally, if a student is enrolled in less than half-time, the student does not need to meet the student eligibility rule and should be encouraged to apply for CalFresh.

INSTITUTION OF HIGHER EDUCATION

An institution of higher education, in accordance with [7 CFR Section 273.5](#) and [MPP Section 63-406.111\(a\)\(1\)](#), is a business, technical, trade, or vocational school that normally requires a high school diploma or equivalency certificate for enrollment in the curriculum or in accordance with [MPP Section 63-406.111\(a\)\(2\)](#) if the individual is enrolled in a regular curriculum at a community college or state or university that offers degree programs regardless of whether a high school diploma is required. A regular curriculum at an institution of higher education means the standard requirements for graduation or certification/qualification in a particular field of study.

In accordance with [MPP Section 63-406.111\(a\)\(2\)\(A\)](#), if an institution of higher education normally requires a high school diploma or equivalency certificate but does not require either of these for a particular program or course, enrollment in such a program or course does not constitute enrollment in an institution of higher education.

An individual is considered to be enrolled in an institution of higher education if the individual is enrolled at least half-time and enrolled in a regular curriculum at a two-year community college, four-year state or university or graduate school. An individual is also considered to be enrolled in an institution of higher education if the individual is enrolled at least half-time in a business, technical, trade, or vocational school that normally requires a high school diploma or equivalency certificate for enrollment in the curriculum in accordance with [MPP Section 63-406.111](#).

ON CAMPUS FOOD VENDOR

For the purpose of implementing the RMP on college campuses, an “on-campus food vendor” has the option to apply as an approved restaurant. If a public institution administers its own on-campus, publicly funded prepared-food establishment (like a cafeteria) in a county that participates in RMP, the on-campus food vendor would need

to apply to be approved as a certified food vendor in the program. All CSU campuses must participate, regardless of whether they reside within an RMP participating county and establish a Memorandum of Understanding (MOU) between the CSU Chancellor's Office and CDSS. The publicly funded prepared-food establishment does not include any vendor that does not sell prepared food for onsite consumption or that sells food from a mobile food facility, as defined in the Health and Safety code.

QUALIFYING FOOD FACILITY

For the purpose of implementing the RMP on college campuses, a “qualifying food facility” is a facility that sells prepared food for onsite consumption.

RESTAURANT MEALS PROGRAM (RMP)

[AB 1747 \(Chapter 290, Statutes of 2016\)](#) codified [EDC Section 66025.93](#) and provided the new regulatory definitions for the purpose of implementing the RMP on college campuses and for determining CalFresh student eligibility. Please refer to [ACL No. 18-27](#) for further guidance.

The RMP enables homeless, disabled, and elderly CalFresh households to use CalFresh benefits to purchase meals at participating restaurants.

As part of [AB 1747 \(Chapter 290, Statutes of 2016\)](#), effective January 1, 2017, food facilities located at public and private postsecondary education institutions located in counties that operate the RMP are required to apply to become an authorized food vendor ([EDC Section 66025.93](#)). An “education institution” is defined as a two or four-year institution of higher education that operates any qualifying food facility on campus.

The education institution is also required to provide contracting food vendors with information about the RMP. Additionally, [WIC 18904.3](#) requires CDSS to act as the state entity for the receipt of federal reimbursement for CalFresh Outreach activities on behalf of state education institutions or other state or local agencies.

Lastly, [WIC 18995](#) enacted the Public Higher Education Pantry Assistance Account in the Emergency Food Assistance Program Fund and would require that, upon appropriation by the Legislature, monies in the account be allocated to food banks that support on campus pantries and hunger relief efforts that serve low-income students.

For a general overview of the CalFresh RMP, including clarification regarding individuals eligible to participate and more details regarding CWD responsibilities, reference [ACIN No. I-31-04](#), dated May 21, 2004, [ACIN No. I-71-11](#), dated October 14, 2011 and [ACL No. 14-49](#), dated August 6, 2014.

PART 9: CONCLUSION

The Handbook was designed with the needs of CWDs, stakeholders, and students in mind. CDSS intends for the Handbook to serve as a tool for CWDs to effectively handle student eligibility in a clear and concise manner. This Handbook is intended to help serve CalFresh eligible students by supporting the provision of food assistance, while they strive to obtain a higher education. CDSS holds pride in serving this population and improving CalFresh access to reduce rates of hunger and food insecurity.

APPENDICES

APPENDIX A – NOTICING CAL GRANT RECIPIENTS

Please see below a sample copy of the TANF funded Cal Grant A or B award letter provided by CSAC. It can also be found on the [CalFresh Resource Center Policy Page](#) under “Student Resources.”



CALIFORNIA STUDENT AID COMMISSION
LUPITA CORTEZ ALCALÁ, Executive Director

- | | | |
|------------------|----------------|------------|
| • Name | Date | 04/02/2018 |
| • Address | CSAC ID Number | XXXXXXXXXX |
| • City, State CA | | |

The California Student Aid Commission (CSAC) has confirmed that you received a Cal Grant award to help cover your college expenses. Based on your Cal Grant eligibility, and eligibility requirements specified by the California Department of Social Services, you may be eligible for CalFresh benefits.

CalFresh can help you cover your food expenses while you are in college. We encourage you to apply to receive this valuable benefit that could help make your college expenses more affordable.

Take advantage of CalFresh benefits, which can supplement your budget to help pay for groceries.

- To apply for benefits, go to the CalFresh website found online at: www.benefitscal.com
- To learn more about CalFresh, including income and eligibility requirements, go to the Department of Social Services web page found online at: <http://www.cdss.ca.gov/inforesources/CDSS-Programs/CalFresh/Eligibility-and-Issuance-Requirements>

Please retain this letter as verification of your eligibility for, and receipt of, a Cal Grant payment and for CalFresh eligibility purposes.

You have received a letter notification because you may not have an email address, or valid email address, on your WebGrants4Students account. Please log into your account at <https://mygrantinfo.csac.ca.gov/logon.asp> to correct your email address.

If you have questions about CalFresh, call 1-877-847-3663 (FOOD). If you have questions about your Cal Grant award, please contact Student Support at 1-888-224-7268, Monday through Friday, 8:00 a.m. to 4:45 pm.

Attention County Social Services Provider: This letter confirms that the student listed above received a Cal Grant A or B payment for the 2017-18 academic year that included funds from the Temporary Assistance for Needy Families (TANF) program, known as CalWORKs in California.

PRIVACY STATEMENT: Cal Grant information for students who are 18 years of age or older, or who have attended a postsecondary institution, will only be released to parents or guardians with written authorization from the student.

Website: www.csac.ca.gov

TANFC1 (04/18)

APPENDIX B - SAMPLE CALFRESH STUDENT EXEMPTION CHECKLIST

The attached sample student exemption checklist may be further developed at the local level and used as a reference tool for potentially eligible CalFresh students. The checklist is intended to provide students a comprehensive, but not inclusive, list of criteria to aid in determining if an exemption may apply to them. The sample checklist includes participation in programs listed in student eligibility [ACL No. 15-70](#) and [ACL No.17-05](#). The list may be updated to include local programs to increase employability identified by the CWD and approved by CDSS. The sample student exemption checklist can be found on the [CalFresh Resource Center Policy Page](#) under “Student Resources.”

CalFresh Student Exemption Checklist

Student Name: _____ **School Name:** _____

Current Enrollment Status: Full-Time Half-Time Less Than Half-Time

As often as possible, the county will determine if you qualify for an exemption from the CalFresh student eligibility rule based on information already available. By providing the additional information below, the county may be able to determine whether or not you qualify for an exemption based other criteria for which information may not already be available.

Please check the corresponding box if you:

- Have been approved (awarded or accepted) for work study and anticipate working during the school term;
- Are a Community College student receiving Cal Grant A or B and participating in the Baccalaureate Degree Pilot program;
- Are a CSU or UC student approved and receiving a Cal Grant A or B;

Please check the corresponding box if you participate in any of the following programs:

- | | |
|--|---|
| <input type="checkbox"/> Workforce Innovation and Opportunity Act (WIOA) | <input type="checkbox"/> Mathematics, Engineering Science Achievement (MESA) Program |
| <input type="checkbox"/> Educational Opportunity Program (EOP) | <input type="checkbox"/> Foster Youth Success Initiative (FYSI) |
| <input type="checkbox"/> Extended Opportunity Programs and Services (EOPS) | <input type="checkbox"/> Cooperating Agencies Foster Youth Educational Support (CAFYES) |
| <input type="checkbox"/> College Disabled Students Program and Services/Student Academic Support | <input type="checkbox"/> Extended Foster Care (AB 12/AB 212) |
| <input type="checkbox"/> Cooperative Agencies Resources for Education (CARE) Program | <input type="checkbox"/> Guardian Scholars Program |
| <input type="checkbox"/> UC McNair Program | <input type="checkbox"/> Chafee Educational Training Voucher (ETV) Program |
| <input type="checkbox"/> CalFresh Employment and Training Program | <input type="checkbox"/> Approved Local Student Program _____ |

If you marked any of the boxes above you may be asked by your County to provide proof, such as an approval or award letter, student aid report or other proof of participation.

APPENDIX C - LOCAL PROGRAMS TO INCREASE EMPLOYABILITY AND TEMPLATE FORM

The list of local programs that have been approved since the release of [ACL No. 17-05](#) is currently maintained by CDSS and can be found on the [CalFresh Resource Center Policy Page](#) under “Student Resources”.

The attached template form “*Request for Approval of Local Education Program to Increase Employability*” is used by CWDs and/or local institutions of higher education to request CDSS approval for local programs that should be recognized as programs to increase employability and for which participation will qualify a student for an exemption from the student eligibility rule. The template form is intended to guide the CWD and/or other stakeholders in providing CDSS the necessary information to approve a local program as a program that increases employability.



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



Request for Approval of Local Educational Programs that Increase Employability

County	
Campus Name	
Program Name	
Detailed Program Description	
How it increases employability	
Link of program for reference	

APPENDIX D - QUICK REFERENCE GUIDE

- General Overview of Student Eligibility – [7 CFR Section 273.5\(a\)](#), [7 CFR Section 273.5\(b\)](#)
 - Including background information on [AB 1930](#), [AB 214](#)
- General information on Income eligibility for CalFresh (based on gross and net income)
 - Income exclusions [MPP Section 63-502.2 \(e\)](#)
 - including educational assistance such as Government Issued (G.I.) Bills received by veteran students, which is excluded for the determination of income because its considered educational assistance. [7 CFR Section 273.9\(c\)\(3\)\(i\)](#), [ACIN No. I-89-15](#)
- Student eligibility rules - [7CFR Section 273.5\(a\)](#), [7 CFR Section 273.5\(b\)](#)
 - Averaging CalFresh student work hours ([ACL No. 17-97](#))
 - Anticipating participation in work study ([ACIN No. 1-89-15](#), [ACL No.17-05](#))
- Student eligibility exemptions from federal/state regulations ([ACIN No. I-89-15](#))
 - Receipt of a TANF funded Cal Grant A or B including the exception to the new Bachelor’s degree pilot program offered at selected CCCs ([ACL No. 17-05](#), [ACL No. 18-27](#), [ACL No. 19-32](#))
 - State and federal work study ([ACL No.17-05](#), [ACL No. 18-27](#))
 - Approved State funded programs to increase employability [ACL No. 17-05](#)
 - Approved Programs for current and former foster youth [ACL No. 17-05](#)
 - List of local programs that increase employability ([CalFresh Resource Policy Page](#)) under “Student Resources”
 - Length of student status ([ACL No. 17-05](#))
 - Applicability of exemptions ([ACL No. 17-05](#))
 - Verification of exemptions [ACL No. 17-05](#) (including student status mid period [ACIN No. I-89-15](#))
- Private institutions of higher education (all student eligibility rules and exemption criteria apply to all students in public or private institutions of Higher Education) [ACL No. 18-27](#)
- Graduate students (all student eligibility rules and exemption criteria apply to all students) [ACL No. 18-27](#)
- Veterans (veteran students are not treated any differently)
- New definitions in accordance with [AB 214](#) for the purpose of implementing RMP on college campuses and for determining CalFresh Student Eligibility ([ACL No. 18-27](#))
 - Brief background/general overview of RMP ([AB 1747](#)) [ACL No. 18-27](#)
 - On campus food vendor ([ACL No. 18-27](#))
 - Qualifying food facility ([ACL No. 18-27](#))
 - Half-time enrollment ([ACL No. 18-27](#))