

**CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES**

P.O. Box 419064, Rancho Cordova, CA 95741-9064

Reason for this Transmittal

- State Law or Regulation Change  
 Federal Law or Regulation Change  
 Court Order or Settlement Change  
 Clarification requested by One or More Counties  
 Initiated by DCSS

July 28, 2004

CSSIN LETTER: 04-15

ALL IV-D DIRECTORS  
 ALL COUNTY ADMINISTRATIVE OFFICERS  
 ALL BOARDS OF SUPERVISORS

SUBJECT: REFERENCE DOCUMENTS FOR THE CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKs) AND FOOD STAMPS (FS) PROGRAMS QUARTERLY REPORTING AND PROSPECTIVE BUDGETING (QR/PB) QUESTIONS AND ANSWERS

The purpose of this letter is to provide local child support agencies (LCSAs) with a list of reference documents that are available for the Quarterly Reporting and Prospective Budgeting (QR/PB) System in the California Work Opportunity and Responsibility to Kids (CalWORKs) and Food Stamp (FS) Programs. These documents are available at the websites listed below:

- **Child Support Information Notice (CSSIN) 03-14, Department of Child Support Services (DCSS)**, "Implementation of the Quarterly Reporting/Prospective Budgeting for CalWORKs and Food Stamps Program"

<http://www.childsup.cahwnet.gov/pub/policy/cssin/2003/cssin03-14.pdf>

- **All County Information Notices (ACIN) I-09-04 and I-10-04, Department of Social Services (CDSS)**, "California Work Opportunity and Responsibility to Kids (CalWORKs) and Food Stamp (FS) Programs Quarterly Reporting and Prospective Budgeting (QR/PB) Questions and Answers"

[http://www.dss.cahwnet.gov/getinfo/acin04/pdf/I-09\\_04.pdf](http://www.dss.cahwnet.gov/getinfo/acin04/pdf/I-09_04.pdf)

[http://www.dss.cahwnet.gov/getinfo/acin04/pdf/I-10\\_04.pdf](http://www.dss.cahwnet.gov/getinfo/acin04/pdf/I-10_04.pdf)

- **All County Letter (ACL) 03-18, CDSS**, "Implementation of the Quarterly Reporting/Prospective Budgeting (QR/PB) System in the California Work

Opportunity and Responsibility to Kids (CalWORKs) and Food Stamp (FS) Programs”

<http://www.dss.cahwnet.gov/getinfo/acl03/pdf/03-18.pdf>

- **ACIN I-54-03, CDSS**, “California Work Opportunity and Responsibility to Kids (CalWORKs) and Food Stamp (FS ) Programs Quarterly Reporting and Prospective Budgeting (QR/PB) Questions and Answers”

[http://www.dss.cahwnet.gov/getinfo/acin03/pdf/I-54\\_03.pdf](http://www.dss.cahwnet.gov/getinfo/acin03/pdf/I-54_03.pdf)

- **ACIN I-54-03E, CDSS**, “Errata to All-County Information Notice I-54-03”

[http://www.dss.cahwnet.gov/getinfo/acin03/pdf/I-54\\_03E.pdf](http://www.dss.cahwnet.gov/getinfo/acin03/pdf/I-54_03E.pdf)

<http://www.childsup.cahwnet.gov/pub/policy/css/2003/css03-18.pdf>

The questions and answers regarding the discontinuance and mid-quarter changes to the CalWORKs and FS programs may be of special interest to LCSAs. They are contained in ACIN I-09-04, on page 4, question #4 and on page 5, question #8 and in ACIN I-10-04, on page 2, question #4.

If you have any questions regarding these reference documents, please contact Tonya Crawford-Comage, Manager of the Financial Management Policy Unit, at (916) 464-5224. If you have other policy questions on a different subject matter, please e-mail your question(s) to the Policy Branch at [policy.branch@dcss.ca.gov](mailto:policy.branch@dcss.ca.gov).

Sincerely,



VICTOR M. REA  
Acting Deputy Director  
Child Support Services Division