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THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Community Services Agency

BOARD AGENDA # *B-1

Urgent ☐

Routine ☒

AGENDA DATE February 1, 2011

CEO Concurs with Recommendation YES ☒ NO ☐

(Information Attached)

4/5 Vote Required YES ☐ NO ☒

SUBJECT:

Approval of the Community Services Agency CalFresh (Food Stamp) Employment and Training (CalFresh E&T) County Plan and Program Implementation.

STAFF RECOMMENDATIONS:

Approve the Community Services Agency CalFresh (Food Stamp) Employment and Training (CalFresh E&T) County Plan and Program Implementation effective February 1, 2011.

FISCAL IMPACT:

The estimated total cost to operate the CalFresh (Food Stamp) Employment and Training (CalFresh E&T) Program is \$211,183 in Federal Fiscal Year 2011. Federal Fiscal Year 2011 begins 10/01/2010 and ends 09/30/2011. CalFresh E&T administration is funded with 100% Federal CalFresh E&T allocation. The balance of the program costs, \$31,686, represents existing General Assistance (GA) costs to be dedicated to CalFresh E&T. The Stanislaus County administration allocation for Federal Fiscal Year 2011 is \$179,497.

Continued on Page 2

BOARD ACTION AS FOLLOWS:

No. 2011-077

On motion of Supervisor O'Brien, Seconded by Supervisor Withrow

and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Withrow, DeMartini, and Chairman Monteith

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended

2) Denied

3) Approved as amended

4) Other:

MOTION:

Christine Ferraro

ATTEST:

CHRISTINE FERRARO TALLMAN, Clerk

File No.

FISCAL IMPACT: Continued

The CalFresh E&T allocation allows for additional access to Federal funds over the allocation for participant transportation and ancillary support of which are eligible for 50% Federal reimbursement. Claiming these CalFresh E&T program costs will help defray the equivalent share of the county cost of the existing mandated GA program. Appropriations and estimated revenue of \$134,624 for start-up and the first five (5) months of operations are included in the Agency's Fiscal Year 2010-2011 Mid-Year Budget submission. Any positive impact to the General Assistance program will be factored in future budget submissions. There is no additional cost to the County General Fund as a result of approval of the CalFresh E&T County Plan.

DISCUSSION:

The Federal CalFresh (Food Stamp) Employment and Training (CalFresh E&T) allocation provides funds to counties to provide work activities for Non-Assistance Food Stamp (NAFS) applicants and recipients. Participants can be assigned to a variety of CalFresh E&T activities, which may include job club, job search, workfare, vocational training and basic education.

Effective October 2010, the Food Stamp Program in California was renamed and is now known as CalFresh. On October 23, 2010 the Agency submitted its plan to the California Department of Social Services (CDSS) for a CalFresh E&T Program for inclusion in the California statewide CalFresh E&T plan. The Agency plan includes implementing a CalFresh E&T program that provides the following work activities for the Agency's current General Assistance participants who receive Non-Assistance CalFresh (Food Stamps): Job Readiness Workshop, Job Search, and/or Work Experience Assignment. On January 04, 2011, the Agency received approval from CDSS for Stanislaus County's CalFresh E&T plan for Federal Fiscal Year 2011.

Providing CalFresh E&T in Stanislaus County means up to 600 Non-Assistance CalFresh/General Assistance non-disabled customers will be provided the opportunity to participate in the CalFresh E&T activities outlined in the CalFresh E&T County Plan. These CalFresh E&T work activities will provide our able-bodied General Assistance (GA) participants additional job seeking skills. Given Stanislaus County's 17.6% unemployment rate, and the limited time on GA (3-months), these additional work activities could provide increased opportunities for employment, which in turn benefits the community.

It is recommended that the Board approve the CalFresh (Food Stamp) Employment and Training (CalFresh E&T) County Plan to implement the Agency CalFresh E&T Program.

POLICY ISSUES:

Approval of the Community Services Agency CalFresh (Food Stamp) Employment and Training (FSET) County Plan and Program Implementation supports the Board's priorities of A Healthy Community by providing job readiness workshops, job search and work experience assignments to General Assistance benefit applicants in the community.

Approval of the Community Services Agency CalFresh (Food Stamp) Employment and Training (CalFresh E&T) County Plan and Program Implementation.

Page 3

STAFFING ISSUES:

Existing Community Services Agency are available to support the CalFresh (Food Stamp) Employment and Training Program.

CONTACT PERSON:

Christine C. Applegate, Director 558-2500

Food Stamp Employment and Training (FSET)

County Plan Template and Instructions

COUNTY PLAN COVER SHEET

(To be completed by counties offering FSET in Federal Fiscal Year (FFY) 2011)

County of Stanislaus
Prepared by: Sandra Williams
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Date Submitted: 10/22/2010

This template has been prepared by the California Department of Social Services (CDSS), Food Stamp Branch.

The due date for submission of county FSET plans to CDSS is October 25, 2010. County FSET plans will not be reviewed or approved unless they are submitted using the FFY 2011 FSET template.

PART I SUMMARY OF COUNTY FSET PROGRAM

A. Program Changes –

Stanislaus County plans to implement a 3 component Food Stamp Employment and Training Program (FSET) for Non-Assistance Food Stamp (NAFS) / General Assistance (GA) applicants/recipients. Stanislaus County's target population is Non-Disabled GA/NAFS customers during their 3 months of aid in our GA "Employables" program.

B. Program Components –

Stanislaus County's FSET components include the following:

- ❖ Job Readiness Workshop
- ❖ Job Search
- ❖ Work Experience Assignment

C. Sequencing of Components and Concurrent Assignments –

Once GA/NAFS applicants are determined eligible to the General Assistance "Employables" Program, these individuals are required to attend a Job Readiness Workshop, followed by a week of Job Search. After Job Search, participants not employed are assigned to a Work Experience site to complete the 3-month program requirement for aid.

D. Other Related Employment Programs –

Participants are mandated to register with the Employment Development Department (EDD) for job search and referral assistance. Participants are also referred to the Alliance WorkNet, who provides Workforce Investment Act services to residents of Stanislaus County.

The Modesto EDD office has staff located at the Alliance WorkNet one-stop Resource Center, allowing participants to conveniently access their combined resources

E. Workforce Development System –

FSET participants are referred to Alliance WorkNet to access services available to the public. Services include:

- a. Job search assistance
- b. Resume development
- c. Career counseling
- d. Occupational skills training
- e. Job placement assistance

The Alliance WorkNet office is a One-Stop center, and offers a resource center for members of the public to access job search and job application tools.

The Alliance WorkNet has also established a clothes closet at the Community Services Agency's facility in Modesto, thereby allowing General Assistance recipients access to appropriate work clothing

F. Outcome Data –

Stanislaus has not yet developed a mechanism to track FSET participants who enter employment

PART II
PROGRAM SUMMARIES AND FSET PARTICIPATION COUNTS

A. Component Summaries

FSET Program Orientation and Job Readiness Component

1. **Component Name** : Job Club/Job Readiness Workshop

2. **Component Description:**

General Assistance applicants are required to attend a 2 hour Job Readiness Workshop. During the Workshop participants:

- a. View a Work Program Orientation video
- b. Are provided with job search and job application resources and information, including information on services provided by Alliance WorkNet
- c. Are instructed to register with the Employment Development Department
- d. Receive information on how to complete the Job Search component of the program
- e. Meet one on one with the FSET case manager, receive information about their FSET case, have their questions and comments addressed, and are scheduled for their next FSET appointment

3. **Participation Requirements:**

Customers are mandated to attend the Job Readiness Workshop as a condition of eligibility for General Assistance.

4. **Organizational Responsibilities:**

The FSET case manager facilitates and monitors attendance for the Job Readiness Workshop.

5. **Geographic Areas Covered:**

County-wide in Stanislaus County.

All FSET components operate out of the Agency facility located on Hackett Road in Modesto. Partner Agencies are also located in Modesto.

6. **Targeted Populations:**

The targeted FSET population of Stanislaus County is NAFS/General Assistance mandatory Work Registrants (Employable GA recipients).

7. **Anticipated Number of Able-Bodied Adults without Dependents (ABAWDs) Who Will Participate Each Month:**

45 General Assistance participants

8. **Anticipated Number of Non-ABAWDs Who Will Participate Each Month:**

5 General Assistance participants

9. **Total Number of Persons Who Will Participate Each Month (7+8) –**

50 General Assistance participants

10. **Annual Component Participation [monthly total (9) multiplied by 12] -**

600 General Assistance participants

11. **Annual Cost of Component Administration** (This number must be the same as Table 1 Column D) - \$ 35,899

12. **Average Cost Per Participant Per Month for Component Administration** [annual cost of the component (11) divided by annual component participants (10)] - \$ 60

13. **Total Number of Participants Who Will Be Reimbursed for Transportation/Ancillary Services Each Month** [This number must not exceed the participant total in (9)]. This count includes both new and existing participants expected to receive a reimbursement each month. -

46 General Assistance participants

14. **Total Number of Participants Who Will Receive Reimbursements for Transportation/Ancillary Services During The Year** [monthly total (13) multiplied by 12] -

552 General Assistance participants

15. **Annual Cost of Transportation/Ancillary Services and Types of Services Provided** - If this number is 0, the county must explain how participant transportation needs and expenses are addressed in Part V, Section (B, entry 1). (This number must be the same as Table 1, Column F) - \$ 4,554

16. **Average Cost Per Participant Per Month for Transportation/Ancillary Services** [annual cost for participant reimbursements (15) divided by annual number of persons reimbursed (14)] - \$ 8.25*

*(\$8.25 represents the cost of one Roundtrip Bus Ticket as Job Club/Job Readiness Workshop is a 1 day activity.)

17. **Total Number of Participants Who Will Be Reimbursed for Dependent Care Each Month** - [This count includes both new and existing participants expected to receive a reimbursement each month and must not exceed the participant total in (9)]

None

18. **Total Number of Participants Who Will Receive Dependent Care Reimbursements During The Year** [monthly total (17) multiplied by 12] -

None

19. **Annual Cost of Dependent Care** [This number must be the same as Table 1, Column E] -

No Dependent Care Costs

20. **Average Cost Per Participant Per Month for Dependent Care** [annual cost for dependent care (19) divided by annual number of persons reimbursed (18)] -

No Dependent Care Costs

FSET/ County Work Program Job Search Component

1. **Component name** : Job Search

2. **Component Description:**

General Relief participants are required to complete one week of unsupervised Job Search.

3. **Participation Requirements:**

After attending the Job Readiness Workshop, General Assistance recipients are required to register with the Employment Development Department and to submit verification of 10 job applications. (In the instance that the next activity – Work Experience – is full, Job Search activity is increased to four weeks with a requirement to submit verification of 40 job applications.)

4. **Organizational Responsibilities:**

Participants are required to perform unsupervised Job Search and submit a form documenting their contacts to their FSET worker. Random phone calls are made by staff to verify employment contacts.

5. Geographic Areas Covered:

County wide in Stanislaus County

6. Targeted Populations:

The targeted FSET population of Stanislaus County is General Assistance mandatory Work Registrants (Employable GA recipients).

7. Anticipated Number of Able-Bodied Adults without Dependents (ABAWDs) Who Will Participate Each Month:

35 General Assistance recipients

8. Anticipated Number of Non-ABAWDs Who Will Participate Each Month:

5 General Assistance recipients

9. Total Number of Persons Who Will Participate Each Month:

40 General Assistance participants

10. Annual Component Participation:

480 General Assistance participants

11. Annual Cost of Component Administration (This number must be the same as Table 1 Column D) - \$71,799

12. Average Cost Per Participant Per Month for Component Administration
[annual cost of the component (11) divided by annual component participants (10)] - \$ 150

13. Total Number of Participants Who Will Be Reimbursed for Transportation/Ancillary Services Each Month:

36

14. Total Number of Participants Who Will Receive Reimbursements for Transportation/Ancillary Services During The Year

432

15. Annual Cost of Transportation Services Provided:

\$11,880

16. Average Cost Per Participant Per Month for Transportation/Ancillary Services:

\$27.50

17. Total Number of Participants Who Will Be Reimbursed for Dependent Care Each Month:

None

18. Total Number of Participants Who Will Receive Dependent Care Reimbursements During The Year

None

19. Annual Cost of Dependent Care:

No Dependent Care costs

20. Average Cost Per Participant Per Month for Dependent Care:

No Dependent Care costs

FSET/ County Work Program Work Experience Component

1. Component name : Work Experience

2. Component Description:

Work Experience is a work activity meant to provide job skills, job history, and work experience to NAFS/General Assistance customers who have not found employment after participating in the Job Readiness Workshop and Job Search components.

Work Experience positions are located in public and private non-profit agencies. General Assistance staff monitors the placement while personnel of the placement agency provide day-to-day supervision. Work Experience placements include the CSA Motorpool and CSA Reception. Activities during these assignments include the learning and application of proper vehicle maintenance, and office skills.

3. Participation Requirements:

The maximum numbers of participation hours in a Work Experience position are determined by using the higher of the GA grant or the Food Stamp allotment divided by the State minimum wage. Using this methodology, the average length of a Work Experience assignment is approximately 3 weeks.

4. Organizational Responsibilities:

The County Work Program case manager will contact local non profit community organizations to provide work experience to participants. The CWP worker will sign an agreement with said organization and the participant. The organization will provide supervision, training and monitoring of work activities. The CWP case manager will remain in contact with the participant and the supervisor for monitoring purposes and support.

5. Geographic Areas Covered:

County wide in Stanislaus County

6. Targeted Populations:

The targeted FSET population of Stanislaus County is General Assistance mandatory Work Registrants (Employable GA recipients).

7. Anticipated Number of Able-Bodied Adults without Dependents (ABAWDs) Who Will Participate Each Month:

30 General Assistance recipients

8. Anticipated Number of Non-ABAWDs Who Will Participate Each Month:

5 General Assistance recipients

9. Total Number of Persons Who Will Participate Each Month:

35 General Assistance participants

10. Annual Component Participation:

420 General Assistance participants

11. Annual Cost of Component Administration (This number must be the same as Table 1 Column D) - \$71,799

12. Average Cost Per Participant Per Month for Component Administration
[annual cost of the component (11) divided by annual component participants (10)] - \$ 171

13. Total Number of Participants Who Will Be Reimbursed for Transportation/Ancillary Services Each Month:

31

14. Total Number of Participants Who Will Receive Reimbursements for Transportation/Ancillary Services During The Year:

372

15. Annual Cost of Transportation Services Provided:

\$15,252

16. Average Cost Per Participant Per Month for Transportation/Ancillary Services:

\$41.00

17. Total Number of Participants Who Will Be Reimbursed for Dependent Care Each Month:

None

18. Total Number of Participants Who Will Receive Dependent Care Reimbursements During The Year

None

19. Annual Cost of Dependent Care:

No Dependent Care costs

20. Average Cost Per Participant Per Month for Dependent Care:

No Dependent Care costs

B. FSET Participation

1. Estimated FSET Component Placements

- a. Identify the estimated number of all ABAWD placements in qualifying components for the year. Count each ABAWD as placed for each month of participation in each qualifying component. Remember that additional placements are counted if the same ABAWD participates in more than one qualifying component. –

360 per year

- b. Identify the estimated annual number of all component placements not included in item a. Count each individual not identified in (a) as placed for each month of participation in each FSET component. This includes ABAWDs placed in non-qualifying activities and non-ABAWDs placed in any FSET component. Remember that additional placements are counted if the same individual participates in more than one activity. –

1140 per year

- c. Identify the total number of applicants and recipients expected to participate in a component each month during the fiscal year (a+b).

1500 per year

2. Estimated Individual Participation

Unlike Section 1, this section asks for an unduplicated count of FSET participants. Each individual must only be counted once for the year regardless of the number of components the individual will be assigned to or the anticipated number of months the individual will participate. Thus, an individual who participates in job search for two months followed by workfare for three months would only be counted once in this section.

- a. Provide an estimated count of individuals expected to participate in the FSET program during the fiscal year. –

600 per year

Part III

WORK REGISTRANTS, ABAWDS, AND FSET PARTICIPATION

A. Work Registrant Population

1. Work Registrant Counts - Estimate the following:

- i. The number of work registrants in the existing food stamp caseload expected to be in the county on October 1, 2010. (See Part A, entry 1 of the STAT 48 form) - **11,821**
- ii. The anticipated number of new work registrants to be added between October 1, 2010 and September 30, 2011. (This estimate should be reasonably consistent with the cumulative total of four consecutive quarters worth of data from Part A, entry 1 of the STAT 47 report) - **6,515**
- iii. The total number of work registrants in the county between October 1 and September 30 of the fiscal year (a+b=c). - **18,336**

2. Unduplicated or Duplicated Work Registrant Count

Providing an unduplicated Work Registrant count is based on a report issued by our C-IV system which provides data regarding the number of new persons for each month who are new Work Registrants.

B. Deferral Policy

1. Any Food Stamp recipient not receiving General Assistance as an Employable Program participant is not required to participate in Stanislaus County's FSET Program.

Stanislaus County anticipates no deferrals as only those persons who are able-bodied and Employable are required to participate in the FSET Program.

Deferrals, however, will be granted if deemed necessary. Deferrals will be re-evaluated at least once per year at food stamp recertification.

C. ABAWD Population

- a. ABAWD Counts - Estimate the following:

- i. The number of ABAWDs in the existing food stamp caseload expected to be in the county on October 1, 2010. – **7,827**

- ii. The anticipated number of new ABAWDs to be added between October 1, 2010 and September 30, 2011. – **4,300***

- iii. The total number of ABAWDs in the county between October 1 and September 30 of the fiscal year (a+b=c). – **12,127**

*Utilizing data provided on the 2010 Stat 47s and Stat 48s, it appears that 66% of Stanislaus County's Work Registrants are qualified ABAWDs; therefore this methodology was carried through in determining the ABAWD estimates above.

- b. Unduplicated or Duplicated ABAWD Count

Providing an unduplicated ABAWD count is based on reports issued by our C-IV system which provide data regarding the number of new persons for each month who are new ABAWD persons.

D. Meeting Ongoing Federal Reporting Requirements

1. Method of Gathering Data -

Information is tracked from reports (e.g., Stat 48, Stat 47, and internal Ad Hoc reports) and entered onto a database. FSET is an integrated program with all information generated by the department.

2. Local reporting requirements - Not Applicable for Stanislaus County

PART IV PROGRAM COORDINATION

A. General Program Coordination – In this part, clearly describe how the FSET program relates to other processes in the Food Stamp Program.

1. **Narrative Coordination Statement** - Describe in narrative form the linkages between the following food stamp functions and the FSET program:

The Stanislaus County General Assistance Program includes a component for non-disabled individuals. This component is the GA Employables program. With the implementation of the FSET Plan, this component will incorporate the FSET program for these GA Employables participants.

Intake General Assistance Workers will determine eligibility to General Assistance and Non-Assistance Food Stamps. These workers make the determination if a person is "Employable" and therefore a Food Stamp work registrant. If the Customer is deemed "Employable" and meets all other eligibility criteria, they will be scheduled for a Job Readiness Orientation.

Customers who attend and complete the Job Readiness Workshop satisfactorily are approved as Employable General Assistance recipients for a potential 3 months in a 12 month period. They will then receive case management services from an FSET case manager, who will be responsible for:

- monitoring the recipients participation in the FSET Program,
- reviewing for good cause,
- initiating non-compliance, and
- implementing work program sanctions

After receiving General Assistance for the maximum 3 months in a 12 month period, the Food Stamp case will be transferred to a Food Stamp case manager.

2. **Information Coordination:**

General Assistance Intake workers and the FSET Program case manager are located in the same worker unit. Workers share a common data base for scheduling applicants to the Job Readiness Workshop and monitoring attendance.

Upon approval of General Assistance benefits the FSET case manager is responsible for providing both eligibility and work program case management services. The FSET case manager will review and monitor attendance and participation in the Job Search and Work Experience Programs. Work Site supervisors complete and submit time cards and progress reports on those recipients placed at their sites. Appropriate disqualification actions are taken immediately upon a finding of a participant's noncompliance with FSET requirements, including the issuing of any applicable 10 day notices.

3. Coordination Time Frames:

When a Customer applies for General Assistance in Stanislaus County they are scheduled an intake appointment with a General Assistance Intake case manager. This worker determines eligibility for General Assistance and Food Stamps, and schedules those applicants that they determine are employable for a Job Readiness Workshop. As the General Assistance Intake worker and FSET Program case manager are in the same work unit and share a common scheduling and attendance monitoring system, appropriate disqualification actions are taken immediately upon a finding of a participant's noncompliance with FSET requirements.

B. Interagency Coordination – The FSET program should be coordinated as closely as possible with other relevant programs and agencies to maximize the use of all resources to assist food stamp applicants and recipients in improving their employability and self-sufficiency. Describe the linkages between the FSET program and other programs.

1. Areas of Coordination:

Stanislaus County's FSET Program will be coordinated by the General Assistance Unit in the Community Services Agency's StanWORKs division. The StanWORKs division coordinates with the Employment Development Department by mandating that recipients register with this organization and access their resources. We also coordinate with the Alliance WorkNet, referring General Assistance recipients to their one-stop resource center to obtain job search and job application assistance. Alliance WorkNet also offers General Assistance recipients access to a work-clothes closet established and maintained at the Community Services Agency facility.

StanWORKs also works with other County Agencies, including the Parks Department and Human Services Agency, to provide Work Experience sites for General Assistance recipients.

2. Methods of Coordination - Specify the methods of coordination between FSET and the agencies/programs identified in Item 1 above. Methods of coordination may include non-financial interagency agreements, contracts for provision of services, joint plans of operation, and informal referrals to other agencies or programs.

- ❖ Informal referral procedures are used to refer General Assistance recipients to the Alliance WorkNet and employment resources within the community
- ❖ Employment Development Department staff complete a GA developed form to confirm that General Assistance recipients have registered for their services
- ❖ A contract is completed between General Assistance and the Agencies that provide Work Experience sites. GA time sheets and performance evaluation forms are completed by the work sites and forwarded to the FSET Program case manager.

C. Contractual Arrangements :

Stanislaus County does not contract out any FSET Program services, and does not anticipate doing so in the immediate future.

D. Summary of County Administration and Interagency Coordination for the FSET Program

Note: Placement counts are duplicated as a participant is counted as placed for each month of participation.

<u>FSET Administration</u>	<u>Agencies Involved</u>	<u>Number of FSET Placements Expected</u>	<u>Methods for Delivering Services</u>
Delivers an FSET component	StanWORKs General Assistance Unit: Job Readiness Workshop Job Search	 600 per year 480 per year	Staff in the GA unit administer the FSET program. A unit process exists to coordinate the effort.
The FSET program delivers a service for another agency or program	N/A	N/A	N/A
Joint component of the FSET program and another agency or program	N/A	N/A	N/A
Referral of individuals from the FSET program to another program or agency	N/A	N/A	N/A
Other forms of coordination (specify)	Work Experience Sites Human Services Agency CSA Motor Pool Stanislaus Parks and Recreation (3 sites) CSA reception Stanislaus General Services	420 per year	The FSET case manager refers participants to work experience sites using established protocols

PART V
PROGRAM COSTS AND FINANCIAL MANAGEMENT

A. Planned Costs of the County FSET Program

1. Operating Budget

Salary and Benefits: Staff consisting of 1 (one) FSET Coordinator (Family Services Specialist III) with standard county employee Salary and Benefits. **Overhead Costs** incurred to operate the FSET program include (but are not limited to): Telecommunication, building costs (maintenance, space, utilities), electronic data processing equipment and maintenance, office supplies, mail services, and administrative support costs. **Transportation:** FSET participants receive up to \$41 per month for Transportation.

2. Justification of Education Costs

N/A

B. Participant Reimbursement –

1. Type of Participant Reimbursement

- a. Identify those transportation, ancillary and dependent care expenditures for which participants are reimbursed with FSET dollars.

Transportation Supportive Services will be provided when they are necessary for a Customer to participate in an approved FSET activity.

- b. If FSET funds are not used to pay for the cost of transportation, explain how participants are reimbursed for transportation costs incurred while participating in FSET.

N/A

2. Method of Participant Reimbursement

Counties may choose between two methods for reimbursing participants. The county can either reimburse participants for actual expenses incurred, or reimburse based on some other method established by the county.

- a. Explain whether the county will reimburse participants based on the actual cost of participation or based on some other method developed by the county.

Transportation reimbursement will be issued at the Public Transportation Rate. FSET participants who choose to use a personal vehicle to travel to and from an approved WTW activity will be reimbursed at the current mileage reimbursement rate to the nearest public transportation zone, and at the public transportation rate thereafter.

- b.** If the county wants to provide allowances for transportation and costs other than dependent care based on the average costs of participating in FSET, describe the method to be used in determining average expenditures. **N/A**
- c.** If the county chooses to provide or arrange for dependent care services, identify the services to be provided (e.g., preschool, extended day care for school children, adult care for the elderly and infirm). Describe the procedures for reimbursing the service provider. **N/A**

3. Procedure for Participant Reimbursement - Counties may provide up-front allowances, or they may reimburse participants for actual expenses.

- a.** Clearly describe the procedure to be used for reimbursing participants. **Up-front bus tickets are provided to FSET participants at the time of component placement.**
- b.** Explain how costs will be reported if other agencies are given responsibility for providing reimbursements. **N/A – No other agencies are tasked to provide reimbursements.**

C. Cost Allocation

- 1.** Describe the basis for allocating costs if the FSET program is being administered in conjunction with other employment programs serving recipients of other forms of assistance. **N/A**
- 2.** If FSET is offered in conjunction with other employment programs, summarize how shared costs will be allocated among these programs. **N/A**

**PART VI
PLAN CONTACT INFORMATION**

Person responsible for work registrant and ABAWD reporting.	Person responsible for preparing the FSET plan.	Person responsible for FSET financial analysis.
Name: Maria DeAnda	Name: Sandra Williams	Name: Vanessa Portillo
Title: Manager III	Title: Manager II	Title: Accountant III
Department/Agency: Stanislaus County Community Services Agency StanWORKs Division	Department/Agency: Stanislaus County Community Services Agency StanWORKs Division	Department/Agency: Stanislaus County Community Services Agency Accounting Services
Phone Number: (209) 558-2671	Phone Number: (209) 558-2519	Phone Number: (209) 558-2895
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**Part VII
FSET BUDGET FOR FFY 2011**

The following two tables capture the county's FSET budget for FFY 2011. Table 1 breaks out county expenditures by FSET component and Table 2 breaks out expenditures by funding source (i.e., federal and county dollars).

Instructions for Completing Table 1

1. Use actual spending for the current operating year as a starting point for future budget projections, not the levels projected in previous county FSET plans.
2. The grand total on Table 1 must equal the grand total on Table 2.
3. If two or more activities are offered concurrently, separate all of the costs appropriately between the activities.
4. For each component where assessment costs are applicable, those costs must be included in the *Salary & Benefits* column of the appropriate component.
5. Charge contract costs of drug and alcohol rehabilitation, mental health counseling, and enhanced supportive services to the accompanying component in column C.

TABLE 1**OPERATING BUDGET :STANISLAUS COUNTY**

		A	B	C	D	E	F	G
	Component	Salary & Benefits	Other Costs (Overhead)	Contract Costs	Sub-total (A thru C)	Dependent Care	Transportation / Ancillary	Total (D+ E+F)
1	Job Search	37,335	34,464		71,799		11,880	83,679
2	Job Club	18,668	17,231		35,899		4,554	40,453
3	Workfare							
4	Self-Initiated Workfare							
5	Work Experience	37,335	34,464		71,799		15,252	87,051
6	Vocational Training							
7	Education							
8	Job Retention							
9	Other							
10	Subtotals (Lines 1 thru 9)	93,338	86,159		179,497		31,686	211,183
Grand Total								211,183

TABLE 2: FFY 2011 PLANNED COSTS BY FUNDING CATEGORY

COUNTY: STANISLAUS

	<u>Funding Categories</u>	<u>Estimates of Cost</u>
1	100 Percent Federal FSET Grant	179,497
2	Overmatch for Administration Cost	
2a	50 Percent Federal	0
2b	50 Percent County	0
2c	<u>Subtotal</u> for Overmatch (2a + 2b)	0
3	Participant Reimbursement for Transportation/Ancillary	
3a	50 Percent Federal	15,843
3b	50 Percent County	15,843
3c	<u>Subtotal</u> for Transportation/Ancillary (3a + 3b)	31,686
4	Participant Reimbursement for Dependent Care	
4a	50 Percent Federal	0
4b	50 Percent County	0
4c	<u>Subtotal</u> for Dependent Care (4a + 4b)	0
5	Grand Total of Planned Cost (1+2c+3c+4c) <i>Must agree with Table 1's Grand Total Cost</i>	211,183