



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



EDMUND G. BROWN JR.  
GOVERNOR

October 10, 2014

Ms. Kathy Gallagher, Director  
Contra Costa County Employment & Human Services Department  
40 Douglas Drive  
Martinez, CA 94553

Dear Ms. Kathy Gallagher:

We are pleased to inform you of your county's final allocation for the California Work Opportunity and Responsibility to Kids (CalWORKs) Housing Support Program (HSP) authorized per Senate Bill 855 (Chapter 29, Statutes of 2014) for Fiscal Year (FY) 2014-15 is \$1,085,850.

Due to the limited funding available in FY 2014-15, the California Department of Social Services is requiring counties to expend HSP funds on only those CalWORKs families who are homeless, as defined in the certification letter, as opposed to those clients who are not homeless but experiencing housing instability.

As with all allocations, counties that receive HSP awards will be required to claim all costs on a quarterly basis by performing time studies and utilizing HSP identified Program Codes:

- 895 – CalWORKs Housing Support Federal
- 894 – CalWORKs Housing Support Non-Federal
- 893 – CalWORKs Housing Support Safety Net

If you have any questions regarding claiming instructions, please contact the Fiscal Systems Bureau at [fiscal.systems@dss.ca.gov](mailto:fiscal.systems@dss.ca.gov).

If you have any questions regarding this HSP, please contact Kären Dickerson, Chief, CalWORKs Employment and Eligibility Branch, at (916) 651-6562.

Sincerely,

***Original Document Signed By:***

BRIAN DOUGHERTY, Chief  
Financial Management and Contracts Branch

Attachment