



# Welcome to CalFresh! What's Next?



## Keeping Your CalFresh Benefits Is as Easy as 1, 2, 3

### 1 ALWAYS REPORT INCOME THAT GOES OVER YOUR INCOME REPORTING THRESHOLD (IRT)

#### What Is an IRT?

Your IRT is the **total monthly gross income** that you have to report. By "total monthly gross income" we mean any money your Household receives before taxes.

#### What Do I Do If My Household's Gross Income Goes Over My IRT?

If at any point in time your Household's gross income goes **over** your IRT, you **must report your new gross income** to your worker **within 10 calendar days** of receiving it.

#### How Do I Report That My New Income Is Over My IRT?

You can report your new income by **calling the Customer Service Center** at (866) 613-3777, U.S. Mail, or in-person at your local DPSS office.

Number of People in Your Household	IRT-Household's Monthly Gross Income Limit
1	\$1,383
2	\$1,868
3	\$2,353
4	\$2,839
5	\$3,324
6	\$3,809
7	\$4,295
8	\$4,780
Each Additional Person	+486

**Example:** Your IRT for your family of 4 is \$2,839.

**You made \$3,165 this month, which is \$326 above your IRT. You must report it within 10 calendar days of receiving the money.**



If you have any questions, please call customer service at **(866) 613-3777** or for more information, visit the DPSS website at **dpss.lacounty.gov**.





## 2 COMPLETE AND SUBMIT YOUR SEMI ANNUAL REPORT (SAR 7) TIMELY

### What Is a SAR 7?

A SAR 7 is a CalFresh report where you must provide the current status of your Household data. Household data includes income, number of people living in the home, expenses, address, etc.

### What Information Do I Update on My SAR 7?

You must answer all the questions on your SAR 7 report. **If you are reporting any changes, you must provide verification** such as check stubs, the social security number for new household members, etc.

### When Do I Fill out My SAR 7?

Most households must complete and submit a SAR 7 once a year, which is due on **the 5<sup>th</sup> calendar day of the "submit month."** Your **"submit month"** follows your **"report/data month,"** which is indicated on your SAR 7 report.

**Submit Month** – the month your SAR 7 is **due** to DPSS and this date will already be written on your SAR 7.

**Report/Data Month** – this is the month **before** your SAR 7 is due and you report your Household data.

### How do I submit my completed SAR 7?

Submit your SAR 7 and verifications **online** through the YBN website at [dps.lacounty.gov](http://dps.lacounty.gov), by U.S. Mail, or in-person at your local DPSS office.

**Example:** You had a baby in November, and your report/data month is November.

**You must submit your complete SAR 7 with verifications by December 5<sup>th</sup> (the 5<sup>th</sup> calendar day of your submit month).**

## 3 COMPLETE A RECERTIFICATION PACKET & PHONE INTERVIEW

### What Is a Recertification?

A Recertification is a re-evaluation of your CalFresh benefits and household information. This consists of a **Recertification** application and a **scheduled phone interview**.

### When Do I Need to Complete My Recertification Application and Phone Interview?

Most households must complete a recertification every 12 months. DPSS will mail you a Recertification application and schedule a phone interview with you. You must complete and submit your Recertification application to your worker by the **25<sup>th</sup> of the month you receive it**. This must be done before you participate in your scheduled phone interview.

### How Do I Submit My Recertification Application?

You can submit your Recertification application **online** on the YBN website at [dps.lacounty.gov](http://dps.lacounty.gov), by U.S. Mail, or in-person at your local DPSS office.

**Example:** Your CalFresh benefits were approved in January. You will receive your Recertification application on November 12 and your Recertification phone interview will be scheduled for December 8.

**You must submit your Recertification application by November 25 before completing your scheduled phone interview on December 8.**



1

Must report income when it goes over your IRT

2

Submit a complete & timely SAR 7

3

Submit a complete & timely Recertification