

1 [General Assistance—In-kind Assistance.]

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3 **Ordinance modifying the City's General Assistance (GA) Program by amending San**  
 4 **Francisco Administrative Code Sec. 20.57 to reflect the current grant amount;**  
 5 **amending Administrative Code Sec. 20.59.3 to provide in-kind housing, utilities and**  
 6 **meals to homeless applicants and recipients; amending Administrative Code Sec.**  
 7 **20.57.1 to value housing, utilities and meals provided to homeless recipients as in-kind**  
 8 **assistance; adding Administrative Code Sec. 20.57.6A. to provide a special needs**  
 9 **allowance to homeless recipients; adding Administrative Code Sec. 20.60.12 to**  
 10 **establish a baseline GA budget; adding Administrative Code Sec. 20.60.13 to require a**  
 11 **Controller's evaluation; adding Administrative Code Sec. 20.60.14 to establish an**  
 12 **operative date for these amendments of on or before July 1, 2003.**

13 Note: Additions are *single-underline italics Times New Roman*;  
 14 deletions are *strikethrough italics Times New Roman*.  
 15 Board amendment additions are double underlined.  
 Board amendment deletions are ~~strikethrough normal~~.

16 Be it ordained by the People of the City and County of San Francisco:

17 Section 1. The San Francisco Administrative Code is hereby amended by amending  
 18 Section 20.57 to read as follows:

19 **SEC. 20.57. COMPUTATION AND PAYMENT OF AID GRANTS; AMOUNTS**  
 20 **PAYABLE.**

21 (a) For each eligible individual or for each eligible family of two or more  
 22 persons who qualify for aid under the General Assistance Program, the maximum monthly  
 23 amount of aid to which such recipients are entitled is listed below.

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25

1 MAXIMUM GENERAL ASSISTANCE GRANT AMOUNT

2 Single Individual ~~\$279~~ \$320

3 Number of Eligible Persons in Same Family

4 2 Persons ~~\$501~~ \$574

5 3 Persons ~~\$565~~ \$647

6 4 Persons ~~\$673~~ \$771

7 5 Persons ~~\$767~~ \$877

8 6 Persons ~~\$861~~ \$984

9 7 Persons ~~\$946~~ \$1,081

10 8 Persons ~~\$1,030~~ \$1,179

11 9 Persons ~~\$1,113~~ \$1,273

12 10 Persons ~~\$1,196~~ \$1,367

13 In the case of more than 10 persons in a family budget unit, an additional \$14  
14 each month shall be paid for each additional person in the family budget unit. For the purpose  
15 of this Section, a family is defined as an eligible applicant/recipient and his or her spouse or  
16 "domestic partner," as defined under Section 62.2 of the San Francisco Administrative Code,  
17 and/or any of the applicant/recipient's children who are under age 18, living with, and applying  
18 for General Assistance with, such applicant/recipient, provided that such child(ren) was (were)  
19 never eligible for TANF/CalWORKs. For family budget units in which members receive cash  
20 payments from more than one federal, State or County assistance program, except for  
21 SSI/SSP, the total aid payment shall consist of the sum of each individual's proportionate  
22 share of the aid payment for a family budget unit of the same size within each program ~~to~~ for  
23 which each member is eligible.

24 Any individual or family receiving aid pursuant to this subsection shall continue  
25 to receive the maximum monthly grant for which they were eligible prior to any reduction in the

1 maximum monthly grant structure enacted by the Board of Supervisors, until that eligible  
2 individual or family has applied for and been denied, or has refused to apply for, assistance  
3 under the PAES, CALM, or SSIP Programs.

4 (b) With respect to all applicants, initial aid payments shall be conditional  
5 upon completion of the Department orientation program. In addition, with respect to each  
6 employable recipient, continuing aid shall be conditioned, at the option of the Department,  
7 upon either completion of 20 verifiable job applications per month and/or participation in a  
8 Department-approved job counseling, vocational rehabilitation, drug or alcohol treatment or  
9 work assignment program. Verifiable job applications or job searches within the meaning of  
10 this Section, Section 20.58(c), and Section 20.58.2(b)(5) of this Article, shall include, but not  
11 be limited to: (1) sending applications, resumes and cover letters to apply for available  
12 positions for which the recipient meets the minimum qualifications, with copies of these  
13 documents and the telephone number of the prospective employer provided to the  
14 Department of Human Services so they can be verified; and (2) participation by a union  
15 member in union hiring hall programs that make use of telephone job searches for currently  
16 available positions.

17 In addition, with respect to each unemployable recipient, continuing aid shall be  
18 conditioned upon application for, and pursuit of, SSI/SSP benefits, if eligible, and participation  
19 in a Department-approved rehabilitation program. Aid may be withheld, reduced, or  
20 discontinued for failure to meet these requirements.

21 (c) The Maximum General Assistance Grant may include Municipal Railway  
22 tokens ~~as an in-kind grant~~, in which event the cost of the Municipal Railway tokens to the  
23 Department of Human Services shall not be deducted from the Maximum General Assistance  
24 Grant Amounts listed above to arrive at the Maximum Cash General Assistance Grant  
25 Amount which may be issued by means of ~~warrants~~, in-kind assistance, vouchers, checks, two-

1 party checks or electronic benefit transfers. The Municipal Railway tokens shall be for the  
2 sole use of the recipient.

3 (d) The Maximum General Assistance Grant Amounts listed in Section 20.57  
4 (a) of this ordinance shall be increased by any annual percentage cost of living increase to the  
5 Maximum Aid Payment, and according to the same schedule, if such an increase is  
6 implemented by the State of California in the TANF/CalWORKs program.

7 (e) The maximum monthly amount of aid for which an applicant is eligible  
8 shall be the Maximum General Assistance Grant Amount prorated as of the eligibility  
9 determination date, *less minus* any nonexempt assets and/or nonexempt personal property  
10 available to the applicant during that calendar month, and minus the value of any prorated in-kind  
11 housing, utilities and/or meals available or provided to the applicant. Rent, retroactive to the first of  
12 the month in which eligibility was determined, may be authorized to prevent eviction from  
13 existing housing. Applicants who anticipate receiving first-time income from other sources  
14 during the month of their application for General Assistance, shall receive the prorated  
15 maximum monthly grant amount for which they are eligible until the verified date of anticipated  
16 receipt of such other income.

17 (f) The maximum monthly amount of aid for which a recipient is eligible shall  
18 be the Maximum General Assistance Grant Amount, or the amount determined pursuant to  
19 Subsection (b) *less minus* any cash received from sources other than General Assistance  
20 which is or will be available to the recipient during the month for which aid is paid unless  
21 otherwise exempt, ~~and less~~ *minus* the fair market value of any nonexempt personal property  
22 which is or will be available to the recipient during the month for which aid is paid, and minus  
23 the value of any in-kind housing, utilities and/or meals available or provided to the recipient.

24 (g) No grant shall be issued for less than \$5.  
25

1 (h) To promote the transition of General Assistance recipients to gainful  
2 employment, the Executive Director of the Department of Human Services may establish an  
3 Earned Income and Asset Disregard Program for the recipients who are employed. The  
4 Earned Income and Asset Disregard Program shall provide for disregarding a certain amount  
5 of gross income which a recipient earns as wages and savings derived therefrom when  
6 determining a recipient's General Assistance Program eligibility and grant amount. The total  
7 amount of gross income disregarded shall not exceed the sum of the following amounts: (1)  
8 all of the first \$200 of recipient gross wage earnings; (2) two-thirds of the next \$150 of  
9 recipient gross wage earnings; (3) one-half of the next \$150 of recipient gross wage earnings;  
10 (4) one-third of the next \$150 of recipient gross wage earnings; and (5) one-fifth of the next  
11 \$150 of recipient gross wage earnings. All recipient gross wage earnings above \$800 shall be  
12 offset on a dollar-for-dollar basis against the grant amount to which a recipient would  
13 otherwise be entitled. In addition, for recipients participating in this program up to \$2,000 of  
14 recipient savings derived from the recipient's gross wage earnings shall be disregarded during  
15 the recipient's participation in this program and for up to three months thereafter. Also, if as a  
16 result of retrospective budgeting a recipient's total currently available financial resources in a  
17 month including his or her adjusted General Assistance grant, wages, and savings are less  
18 than the maximum General Assistance grant amount, the recipient shall be eligible for a grant  
19 supplement in the form of a rental expense voucher for unpaid rent in that month and up to  
20 \$50 in cash so that the recipient's currently available financial resources may total up to the  
21 maximum General Assistance grant amount. This grant supplement is available a maximum  
22 of three times per year for program participants and is not available to recipients who quit a  
23 job without good cause.

24 Recipient gross wage earnings are defined for purposes of this Section as any  
25 income received by the recipient as payment for a recipient's labor. This Section supersedes

1 the provisions of Subsection 20.55.2(r), Section 20.56.6, Subsections 20.56.10 (a) and (b),  
2 Subsections 20.57 (e) and (f), and Subsections 20.59.10 (d), (e) and (f) when determining  
3 recipient eligibility and when calculating the maximum monthly amount of aid for program  
4 participants. All other recipient income and assets shall continue to be offset on a dollar-for-  
5 dollar basis when calculating the grant amount to which a recipient is otherwise eligible. For  
6 recipients participating in this program, General Assistance eligibility shall be determined on a  
7 monthly basis and a recipient's grant amount shall be adjusted for gross wage earnings on the  
8 basis of retrospective budgeting in the month following the recipient's receipt of wage income.  
9 Verified expenses which exceed the total sum of a participant's grant, wages, and savings in  
10 any given month create a rebuttable presumption of ineligibility for aid.

11 (i) The automatic adjustment provisions of Subsection (d) are hereby  
12 suspended for fiscal year 1997-98. Adjustments for subsequent fiscal years made pursuant to  
13 this Section shall not include any adjustments for any fiscal year in which the cost of living  
14 was suspended.

15 Section 2. The San Francisco Administrative Code is hereby amended by amending  
16 Section 20.59.3 to read as follows:

17 **Sec. 20.59.3. AID PAYMENTS; IN-KIND AID.**

18 Assistance in the form of in-kind benefits, in-kind orders, ~~vouchers~~ or emergency  
19 checks issued at the General Assistance office shall be used for:

20 (a) ~~Emergency assistance~~ As aid payments.

21 (b) For applicants and recipients who declare themselves to be homeless.

22 Applicants and recipients are required to provide a verifiable rent receipt, or verifiable documentation  
23 of shared housing, or verifiable documentation of rent-free housing. Self-declared homeless applicants  
24 and recipients shall receive in-kind benefits for housing, utilities, and meals. If in-kind benefits are not  
25 available, such applicants and recipients shall receive the cash assistance equivalent to the income-in-

1 kind value of housing, utilities, and/or meals, whichever is not available, if otherwise eligible for these  
2 amounts, in the form of an emergency check. Failure to comply with the rules of a housing program  
3 that results in ejection from that housing program will be considered failure to satisfy the requirements  
4 for continuing eligibility for aid and will result in discontinuance from the General Assistance  
5 Program, subject to the notice and hearing provisions of this Article. ~~Other short term cases:~~

6 (c1) For Eligible persons awaiting transportation arrangements, provided that  
7 aid shall not exceed one week.

8 (d2) For Eligible homeless persons awaiting admission into a hospital or  
9 institution.

10 ~~———(e3)—— Cases in which a disability rating of seven days or less has been given by the~~  
11 ~~General Hospital and the individual does not appear to be eligible for further aid at the termination of~~  
12 ~~the disability period.~~

13 (ee) For Persons who have demonstrated inability to handle cash payments  
14 for necessities of life.

15 Section 3. The San Francisco Administrative Code is hereby amended by amending  
16 Section 20.57.1 to read as follows:

17 **SEC. 20.57.1. HOUSING.**

18 (a) "Housing" shall include, but not be limited to, single occupancy residential  
19 hotels, master lease rooms, transitional housing, supportive housing programs, residential treatment  
20 facilities, shelter.

21 (b) There shall be no reduction in the amount of General Assistance for ~~to~~ which an  
22 applicant or recipient is eligible ~~entitled~~ because he or she shares housing with others who are  
23 not members of the applicant's family as defined in Section 20.57(a). All applicants and  
24 recipients shall be required to present a verifiable rent receipt. If the applicant or recipient is not the  
25 owner or prime lessee of the premises, a verifiable rent receipt signed by the owner or prime lessee

1 may provide evidence of the applicant's or recipient's place of residence and monthly share of housing  
2 costs.

3 \_\_\_\_\_ (c) Rent-free housing shall not be considered an alternative means of support. Where  
4 When an applicant or recipient obtains rent-free housing, such housing shall be valued  
5 according to the Value of Income-in-Kind Values Chart set forth in Title 22 of the California  
6 Code of Regulations, Section 50511 (the "Income-in-Kind Chart"), rather than at fair market  
7 value. The value of the rent-free housing, which is presumed to include utilities, as determined  
8 under the Income-in-Kind Chart, shall be deducted from the maximum monthly grant amount.  
9 If the applicant or recipient receives rent-free housing, but pays for utilities, the applicant or recipient  
10 must present a verifiable bill for utilities at that address, and a verifiable receipt for payment of any  
11 portion of that utility bill.

12 (db) Verified payments made directly to a housing provider on behalf of an  
13 applicant or recipient for the entire amount of the rent and/or utilities, or rent-free housing, or  
14 housing received in exchange for work, shall be assigned an in-kind value as specified by the  
15 Income-in-Kind Chart, and that value shall be deducted from the maximum monthly grant ~~to~~  
16 for which that applicant or recipient is eligible.

17 (ee) Housing, utilities and/or meals provided to applicants and recipients who are  
18 unable to provide a verifiable rent receipt, or verifiable documentation of shared housing, or verifiable  
19 documentation of rent-free housing shall be valued as in-kind housing, utilities and/or meals as  
20 specified by the Income-In-kind Chart, and that value shall be deducted from the maximum monthly  
21 grant for which that applicant or recipient is eligible.

22 (fe) Nothing in this Section shall be construed as requiring an otherwise eligible  
23 applicant or recipient to accept housing in a facility which is either the subject of a pending  
24 nuisance abatement proceeding before a duly authorized agency or department of the City  
25 and County or before a court of competent jurisdiction, or which theretofore has been found to



1 be a public nuisance pursuant to any provision of any San Francisco Municipal Code by a  
2 duly authorized agency or department of the City and County or by a court of competent  
3 jurisdiction and which nuisance has not been abated.

4 Section 4. The San Francisco Administrative Code is hereby amended by adding  
5 Section 20.57.6A. to read as follows:

6 **Sec.20.57.6A. Special Allowances; Income-in-kind Value Exceeds Monthly Maximum**  
7 **Grant.** A special allowance of up to \$59.00 per month shall be made available, in the form of an  
8 emergency check, to any recipient when the income-in-kind value of housing, and/or utilities, and/or  
9 meals provided to that recipient exceeds the maximum monthly grant for which that recipient is  
10 eligible. If such income-in-kind value does not exceed the maximum monthly grant for which that  
11 recipient is eligible, but allows for less than \$59.00 cash per month, that recipient shall receive an  
12 amount, in the form of an emergency check, that when added to the maximum monthly grant for which  
13 that recipient is eligible equals \$59.00 cash per month. This section shall not affect the collection of  
14 overpayments due to fraud, negligent failure to report facts, or administrative error as set forth in this  
15 Article.

16 Section 5. The San Francisco Administrative Code is hereby amended by adding  
17 Section 20.60.12 to read as follows:

18 **Sec. 20.60.12. Funding.** A baseline appropriation for housing and related services provided as  
19 in-kind aid shall be established using the City and County of San Francisco FY 2002-2003 Annual  
20 Appropriation Ordinance and any supplemental appropriations for the amount of cash aid payments to  
21 applicants and recipients who declare themselves to be homeless. In subsequent fiscal years, this  
22 baseline amount shall be appropriated to the Department of Human Services to fund housing and  
23 related services for homeless adults without dependents. This funding may be used to support, but shall  
24 not be limited to, some or all of the following: hotel master lease programs, permanent supportive  
25 housing, improvements of conditions in existing shelters, expansion of shelter capacity, mental health

1 and substance abuse treatment, outreach, a fund for rental deposits, SSI advocacy programs, rep-payee  
2 services, case management and meals for the homeless population through direct services and/or  
3 contracts.

4 Section 6. The San Francisco Administrative Code is hereby amended by adding  
5 Section 20.60.13 to read as follows:

6 **Sec. 20.60.13 Evaluation.** The provision of in-kind aid is to be evaluated by the Office of the  
7 Controller of the City and County of San Francisco every three years for program effectiveness and  
8 cost efficiency.

9 Section 7. The San Francisco Administrative Code is hereby amended by adding  
10 Section 20.60.14 to read as follows:

11 **Sec. 20.60.14 Operative Date of Amendments.** The provisions of this amendment, Sections  
12 20.59.3(b); 20.57.1(a),(b),(c),(e); 20.57.6A; 20.60.12; and 20.60.13 shall become operative on or  
13 before July 1, 2003.

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15 APPROVED AS TO FORM:  
16 DENNIS J. HERRERA, City Attorney

17  
18 By: \_\_\_\_\_  
19 Jennifer Williams  
20 Deputy City Attorney

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