



**STATE OF WASHINGTON**  
**DEPARTMENT OF SOCIAL AND HEALTH SERVICES**  
Economic Services Administration  
Post Office Box 45070, Olympia WA 98504-5070

April 16, 2020

Dear Stakeholders and Community Partners,

On April 17, 2020, DSHS's Community Services Division will begin administering the Disaster Cash Assistance Program (DCAP) in response to the COVID-19 emergency. Thank you for taking time to learn more about this temporary program and for sharing information about it with people who may be eligible. Working together, we can help Washingtonians through this unprecedented time of hardship.

The Governor's declaration of a statewide emergency enables DSHS to offer the DCAP program to people who are not eligible for other cash programs. The assistance is available to all Washington families and people without children who meet the income and resource limits of the program.

**DCAP Overview:**

- The applicant must be living in Washington before the emergency declaration happened.
- The applicant must first apply for other cash assistance programs available.
- Under DCAP, applicants are not required to:
  - Meet citizenship requirements;
  - Provide a social security number; or
  - Be pregnant or have a minor child.
- The program is available for one month in a 12 month period.
- The program is not a public charge program since it is disaster relief.
- Payment standards are based on income and need and may not exceed the TANF payment standards for their household size. For example, to be eligible for DCAP, a one person household must have less than \$363.00 in income after deductions are applied in the month of application (approximately 34% of the Federal Poverty Level). If an individual has no income and is resource eligible, they may qualify for the maximum payment amount of \$363.00 in DCAP.

**How to Apply:**

People can start applying for DCAP on April 17, 2020 by:

- Calling the Customer Service Contact Center at 877-501-2233
- Applying online at [WashingtonConnection.org](http://WashingtonConnection.org)

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If you have any questions, please do not hesitate to contact Babs Roberts, Director of the Community Services Division, at [Babette.Roberts@dshs.wa.gov](mailto:Babette.Roberts@dshs.wa.gov). For additional information from DSHS about COVID-19 updates, please visit: <https://www.dshs.wa.gov/alert/covid-19-information>. Thank you.

Very truly yours,

A handwritten signature in black ink, appearing to read "David Stillman". The signature is fluid and cursive, with a large initial "D" and "S".

David Stillman, Assistant Secretary  
Economic Services Administration

DSHS: *Transforming Lives*