

# GUIDANCE DOCUMENTS

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Not less than once each year, every agency shall submit to the Secretary of State for publication in the *State Register* a list of all Guidance Documents on which the agency currently relies [SAPA, section 202-e(1)]. However, an agency may be exempted from compliance with the requirements of SAPA section 202-e(1) if the agency has published on its website the full text of all Guidance Documents on which it currently relies [SAPA, section 202-e(2)].

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## Guidance Documents Certification

### Office of Temporary and Disability Assistance

Chapter 730 of the Laws of 2004 requires every State agency, at least once a year, to submit to the Secretary of State for publication in the *State Register*, a list of guidance documents on which the agency currently relies, and provide information on where and how regulated parties and members of the public may inspect and obtain copies of the documents. Set forth below is the list of guidance documents issued by the Office of Temporary and Disability Assistance (OTDA). Copies of the documents may be requested from OTDA's Public Information Office at 40 North Pearl Street; Albany, New York 12243; (518) 474-9516. Arrangements can be made with that Office for inspection of the documents if copies are not required. There will be a charge of 25 cents per photocopy page for all documents listed below that can be photocopied. However, this fee may be waived on any request for copies of 10 or less pages. There will be no fee charged for inspection of any of the documents listed below.

#### MANUALS AND SOURCE BOOKS

1. Temporary Assistance Source Book
2. Food Stamp Source Book
3. Home Energy Assistance Program Manual
4. Home Energy Assistance Program State Plan
5. Alien Eligibility Desk Guide
6. Temporary Assistance Energy Manual
7. Cash Management Subsystem (CAMS) Manual
8. The Automated Budgeting and Eligibility Logic (ABEL) Reference Manual
9. Automated Finger Imaging System (AFIS)
10. Audit Bulletins
11. The Beneficiary Earnings and Data Exchange (BENDEX) Manual
12. Benefit Issuance Control Subsystem (BICS) Services Payments Processing (BSPP) Manual
13. Benefit Issuance Control Subsystem (BICS) Operations Manual
14. Disability Manual
15. Electronic Benefit Transfer Fiscal (EBT) Manual
16. Fiscal Reference Manual
17. Indirect Payment Processing Subsystem (IPPS) Manual
18. Local District Claiming System Users Manual
19. Payment Issuance and Control System (PICS) Manual
20. Resource File Integration (RFI) Manual
21. State Data Exchange (SDX) Manual
22. System Reference Manual (SRM)
23. Welfare Management System (WMS) Worker's Guide to Codes
24. Welfare Fraud Investigator Training (WFIT) Manual

25. Workers Guide to Codes
26. Non Public Assistance (NPA) Food Stamp Desk Guide to Codes
27. Authorization of Grants Manual
28. Budgeting Manual NPA Food Stamp Program
29. Budgeting Manual Public Assistance Program
30. Automated Budgeting and Eligibility Logic Manual
31. Client Notices System (CNS) Codes & Text Catalogue
32. Welfare Management System (WMS) Code Cards
33. WMS Error Listing
34. Client Notices Manual
35. Time Limit Tracking Manual
36. Welfare-To-Work (WTW) Employment Policy Manual
37. WTW Case Management System (WTWCMS) Training Manuals (Administrator Manual, User Manual, Provider User Guide)
38. WTWCMS Release Notes
39. WTWCMS Frequently Asked Questions

ADMINISTRATIVE DIRECTIVES (ADM), INFORMATIONAL LETTERS (INF) LOCAL COMMISSIONER MEMORANDA (LCM), TEMPORARY ASSISTANCE/DEPUTY COMMISSIONER GENERAL INFORMATION STATEMENT (GIS) AND OTHER ISSUANCES

#### 2006

##### ADM

- 06-ADM-03 Personal Needs Allowance in Level 2 Congregate Care Residential Alcohol and Substance Abuse Treatment Programs
- 06-ADM-02 Temporary Assistance: Income Eligibility Verification System (IEVS) 1099 Processing
- 06-ADM-01 Lifeline Telephone Service

##### INF

- 06-INF-10 Computer Matching Clarification for Food Stamps
- 06-INF-09 Revisions for the LDSS-3151: Food Stamp Change Report form
- 06-INF-08 Personal Needs Allowance (PNA) in Non-Medical Facilities and Medical Facilities Desk Aid
- 06-INF-07 Changes in Expungement Procedures
- 06-INF-06 State Tax Refund Offset Program (STROP): Watts v. Wing- Settlement Terms
- 06-INF-05 Welfare-To-Work Regulatory Citation Changes
- 06-INF-04 HEAP 2006-2007 Needs Assessment Public Hearings
- 06-INF-03 Welfare-To-Work Employment Forms
- 06-INF-02 Revision to PUB-4786 The Earned Income Tax Credit
- 06-INF-01 Earned Income Tax Credit (EITC) and Other Tax Credits

2005

ADM

- 05-ADM-16 Temporary Assistance Case Number Reuse
- 05-ADM-15 Food Stamp Claims and Collection Processes
- 05-ADM-14 Food Stamp Budgeting: VISTA Payments and Medical Mileage Expenses
- 05-ADM-13 Revised LDSS-3938: Food Stamp Application Expedited Processing Summary Sheet
- 05-ADM-12 Reporting of Room and Board Arrangements
- 05-ADM-11 Flexible Fund for Family Services
- 05-ADM-10 Velazquez Cases – Special Instructions Part 2
- 05-ADM-09 Temporary Assistance (TA) Budgeting: 2005 Changes to the Earned Income Disregard and the Poverty Level Test
- 05-ADM-08 Front End Detection System (FEDS) Policy
- 05-ADM-07 Review of Reapplications for temporary Housing Assistance
- 05-ADM-06 Temporary Assistance (TA) and Medicaid (MA) Financial Institution Recipient Match (FIRM): Implications for TA, MA, and Food Stamps (FS)
- 05-ADM-05 Regulatory Amendment Mandating Use of CAMS
- 05-ADM-04 Velasquez Cases – Special Instructions Parts 1 and 2
- 05-ADM-03 Establishing the Standard of Need and Budgeting Income for Persons Not Residing in Their Own Homes (18 NYCRR 352.9)
- 05-ADM-02 Section 8 Voucher: Change to the Temporary Assistance (TA) Budgeting for Some Section 8 Voucher Cases
- 05-ADM-01 Refugee Cash and Medical Assistance Programs (RCA & RMA)

INF

- 05-INF-25 Revised Hurricane Katrina Questions and Answers
- 05-INF-24 TA Policy: Non-parent Caregiver Cases and Temporary Assistance
- 05-INF-23 9/05 Revisions of LDSS-4682, LDSS-4682 NYC, LDSS-4799, LDSS-4799 NYC, LDSS-4827 and LDSS-4827 NYC
- 05-INF-22 SSA COLA for January 2006-SSI Benefit Levels Chart
- 05-INF-21 Revision to LDSS-3814: "Temporary Assistance Additional Allowances and Other Help" flyer
- 05-INF-20 Digest of Laws 2005 Relating to Programs of the Office of Temporary and Disability Assistance
- 05-INF-19 Hurricane Katrina Evacuee Questions and Answers
- 05-INF-18 Food Stamp Program Questions and Answers: Expedited FS Application Processing, IPV, NYSNIP, TOP/ CAMS
- 05-INF-17 Temporary Assistance (TA) Budgeting: Volunteers in Service to America (VISTA) Payments
- 05-INF-16 Revision of LDSS-2642: "Documentation Requirements"
- 05-INF-15 Revisions to Mandatory Client Notices
- 05-INF-14 Revision of LDSS-4826: Food Stamp Benefits Application/Recertification and LDSS-4826A: How to Complete the Food Stamp Benefits Application/Recertification
- 05-INF-13 Revision to Food Stamp Benefits ABEL Budget Narratives (LDSS-3959, LDSS-3960 and LDSS-3961)
- 05-INF-11 Revision of Mandatory Client Notice: Repayment of Interim Assistance (LDSS-2425)
- 05-INF-09 New Statewide "Common Application", LDSS – 2921 Statewide (Rev. 1/05) New Statewide "How to Complete" Publication, PUB – 1301 Statewide(Rev. 1/05)
- 05-INF-08 Revisions to PUB-4842: "Interpreter Services Poster"

and PUB-4843: Interpreter Services Desk Guide

- 05-INF-07 State Tax Refund Offset Program (STROP): Watts vs. Wing – Update on Litigation and Request for LDSS Contact Person(s)
- 05-INF-06 Revised Charts of Personal Needs Allowances (PNA) in Non-Medical Facilities and Medical Facilities Desk Aid
- 05-INF-04 Reinstatement of LDSS-3666 "TA/FS Documentation/Verification Desk Guide" (1/05)
- 05-INF-03 Puerto Rico EBT Interoperability Policy
- 05-INF-02 Documentation Receipt – Temporary Assistance, Food Stamp Benefits, Medicaid and or Child Health Plus A

LCM

- 05-LCM-13 Funding Availability for the Youth Engagement Services Program
- 05-LCM-12 Local District Emergency Closings
- 05-LCM-11 Case Management Services for Safety Net Recipients
- 05-LCM-10 HEAP Budget Calculator Application (HBC)
- 05-LCM-09 Policy Regarding the Supervisory Signature of LDSS-3209 Authorization
- 05-LCM-8 Claiming Child Support Collections Refunded to Velasquez Case Members
- 05-LCM-06 Allocation for the 2005-06 Local Administrative Fund
- 05-LCM-05 Submission of TANF Special Project Claims
- 05-LCM-04 Treasury Offset Program
- 05-LCM-03 Submission of RF Certifications
- 05-LCM-02 Earned Income Tax Credit
- 05-LCM-01 TANF Calendar Year 2003 Projects/Allocations

Temporary Assistance Deputy Commissioner GIS Messages

- 10/06/05 05TA/DC040 NYSNIP Shelter Threshold Increase
- 09/14/05 05TA/DC031 Updated Food Stamp Instructions for Evacuees from Hurricane Katrina (NYC HRA Version)
- 09/14/05 05TA/DC031 Updated Food Stamp Instructions for Evacuees from Hurricane Katrina (Upstate Version)
- 09/08/05 05TA/DC028 Assistance for Displaced Citizens from Hurricane Katrina
- 09/02/05 05TA/DC027 Refugees from Hurricane Katrina
- 08/15/05 05TA/DC025 Updated Food Stamp Standards for October 1, 2005(UPSTATE)
- 08/15/05 05TA/DC025 Attachment Mass Notice sent to recipients (UPSTATE)
- 08/15/05 05TA/DC025 Updated - Food Stamp Standards for October 1, 2005 (NYC)
- 08/12/05 05TA/DC024 TA and/or FS Authorization Periods Limited to Six Months
- 04/21/05 05TA/DC016 Budgeting of Food Stamp Benefits for Group Home Residents
- 03/08/05 05TA/DC009 NYSNIP Non-Redeemer Letter-Round Two
- 03/02/05 05TA/DC008 FS Standard Utility Allowances for Heating/Cooling Expenses
- 02/15/05 05TA/DC006 Food Stamp Exclusion of Child Support Payments from Income
- 02/09/05 05TA/DC004 Exclusion of Disaster Relief Earnings
- 02/02/05 05TA/DC003 NYSNIP Non-Redeemer Reminder GIS
- 02/02/05 05TA/DC003 Attachment A NYSNIP Reminder Letter – NYC
- 02/02/05 05TA/DC003 Attachment B NYSNIP Reminder Letter - NYC – Spanish
- 02/02/05 05TA/DC003 Attachment C Listing of Nutrition Outreach & Education Programs – NYC

- 02/02/05 05TA/DC003 Attachment D NYSNIP Reminder Letter – Upstate
- 02/02/05 05TA/DC003 Attachment E NYSNIP Reminder Letter - Upstate - Spanish
- 02/02/05 05TA/DC003 Attachment F Listing of Nutrition Outreach & Education Programs – Upstate
- 02/02/05 05TA/DC003 Attachment G NYSNIP Flyer
- 02/02/05 05TA/DC003 Attachment H NYSNIP Flyer - Spanish
- 01/28/05 05TA/DC002 Exclusion of Military Combat Pay

**2004**

**ADM**

- 2004 ADM-08 Expansion of Eligibility of Alien Victims of Severe Forms of Trafficking in Persons
- 2004 ADM-07 Food Stamp Medical Deduction for Medicare Prescription Drug Discount Cards
- 2004 ADM-06 Treatment of Full-Time Earnings of Students Under Temporary Assistance (TA) Programs
- 2004 ADM-05 Temporary Assistance and Non-Temporary Assistance Mixed Households – Budgeting When the Family Includes an SSI Member
- 2004 ADM-04 Refugee Cash and Medical Assistance Programs (RCA & RMA) Revised December 8, 2004
- 2004 ADM-03 Temporary Assistance (TA) Budgeting: 2004 Changes to the Earned Income Disregard and the Poverty Level Test
- 2004 ADM-02 Changes in Food Stamp Program Change Reporting Rules
- 2004 ADM-01 Establishing and Collecting Food Stamp Overissuance Claims

**INF**

- 2004 INF-26 Revisions to Manual Client Notices
- 2004 INF-25 Introduction of a Food Stamp Six-Month Reporting Desk Guide
- 2004 INF-24 Digest of Laws of 2004 Relating to Programs of the Office of Temporary and Disability Assistance
- 2004 INF-23 Revision of LDSS-4398: "WMS Non-Services Code Cards" (November 2004 Update)
- 2004 INF-22 SSA COLA for January 2005 - SSI and Food Stamp Charts
- 2004 INF-21 Revision of the LDSS-4403: "Determination of Eligibility For Emergency Assistance to Families (EAF)" (7/04 Revision)
- 2004 INF-20 Temporary Assistance Policy: Computer Matching Clarification
- 2004 INF-19 Offer of a Job as an Available Resource
- 2004 INF-18 Local Department of Social Services District of Fiscal Responsibility Contacts Found on the OTDA Intranet Site and CentraPort
- 2004 INF-17 Temporary Assistance (TA) Budgeting: Lump Sum Set-Aside Work Sheet
- 2004 INF-16 Electronic Benefit Transfer (EBT) Voluntary Repayment of Overpayments
- 2004 INF-15 Availability of the Revised 2/04 Version of the 9 Other Than English Languages LDSS-3151: "Food Stamp Change Report Form"
- 2004 INF-14 Revision of the Mandated Food Stamp Benefits Civil Rights Complaint Procedure Poster (LDSS-8036)
- 2004 INF-13 Revisions to the Systems Generated "Periodic Report" (LDSS-4310) and the Vendor Printed "Follow-Up to the Periodic Report" (LDSS-4310A)
- 2004 INF-12 Temporary Assistance Questions and Answers Revised July 26, 2004
- 2004 INF-11 Revision of the LDSS-4826: "Food Stamp

Benefits Application/Recertification" and LDSS-4826A: "How to Complete the Food Stamp Benefits Application/ Recertification"

- 2004 INF-10 List of Out-of-State Contacts
  - 2004 INF-09 Documentation Requirements Reminder Revised July 6, 2004
  - 2004 INF-07 Temporary Assistance Questions and Answers
  - 2004 INF-06 Revision of LDSS-4398: "WMS Non-Services Code Cards" (November 2003 Update)
  - 2004 INF-05 Disregard Certain Veterans Administration (VA) Payments Made to Biological Children of Women Vietnam Veterans and Extend to Safety Net Assistance Families the Disregard of VA Payments Made to Vietnam Veterans' Children with Spina Bifida
  - 2004 INF-03 Revision of the LDSS-4403: "Determination of Eligibility For Emergency Assistance to Families (EAF)" (7/03 Revision)
  - 2004 INF-02 Revision of LDSS-2642: "Documentation Requirements"
  - 2004 INF-01 Earned Income Tax Credit and Other Tax Credits
- LCM**
- 2004 LCM-13 New York State Nutrition Improvement Project
  - 2004 LCM-12 Appointment of OTDA Executive Deputy Commissioner and OTDA Deputy Commissioner for Division of Temporary Assistance
  - 2004 LCM-11 AFIS Plan / Exemptions for FS Finger Imaging
  - 2004 LCM-10 Program Integrity Performance Measures
  - 2004 LCM-08 Food Stamp Program Access Policy
  - 2004 LCM-07 Food Stamp Program Civil Rights Complaint Procedures Revised June 30, 2004
  - 2004 LCM-06 Front End Detection System (FEDS)
  - 2004 LCM-05 Food Stamp Management Evaluation Procedures
  - 2004 LCM-04 Approvals of Revisions to Local District's Cost Allocation Plan
  - 2004 LCM-03 Submission of TANF Special Project Claims
  - 2004 LCM-02 Procedures Regarding the Security of Common Benefit Identification Cards (CBICS) Returned Undeliverable By the United States Postal Service (USPS)
  - 2004 LCM-01 District of Fiscal Responsibility Procedures Reminder Revised February 19, 2004

**Temporary Assistance Deputy Commissioner GIS Messages**

- 12/29/04 04TA/DC031 FS Outreach via EPIC Letter regarding Medicare Rx Drug Discount Programs
- 12/29/04 04TA/DC031 Attachment EPIC Letter
- 12/21/04 4TA/DC030 Cash HEAP Payments to NYSNIP Participants
- 11/02/04 04TA/DC028 Implementation of Standardized Food Stamp Benefits for Group Home Residents
- 10/14/04 04TA/DC025 FS Policy on Medicare RX Drug Discount programs
- 10/14/04 04TA/DC025 Attachment Medicare RX Drug Discount Program FS Outreach Flyer
- 08/17/04 04TA/DC019 Updated Food Stamp Standards for October 1, 2004
- 08/17/04 04TA/DC019 Attachment Notice of Intent to Change Food Stamps October '04/Upstate
- 08/17/04 04TA/DC019 Attachment Notice of Intent to Change Food Stamps October '04/NYC
- 07/06/04 04TA/DC018 Follow-up to GIS 04TA/DC005: Shortening 24-Month FS Certification Periods
- 06/30/04 04TA/DC016 Periodic Reports for Non-TA Food Stamp Households
- 06/02/04 04TA/DC014 Food Stamp Disaster Plan: Local District

	Contacts
05/11/04 04TA/DC013	Clarification of FS TBA Policy reissued
05/11/04 04TA/DC011	Clarification of FS TBA Policy
03/18/04 04TA/DC005	Shortening 24-Month FS Certification Periods/New B80 CNS Code
02/18/04 04TA/DC002	SUA for Telephone
01/22/04 04TA/DC001	Extension and Changes in the Food Assistance Program (FAP)

**2003****ADM**

- 2003 ADM-11 Emergency Assistance to Families (EAF): Changes to Part 372 of 18 NYCRR 372 and to the TANF State Plan
- 2003 ADM-10 TA Policy Changes: Lump Sum Set Asides and Resource Two-Year College Fund Exemption
- 2003 ADM-09 Regulatory Changes: Temporary Assistance (TA) Budgeting: Percentage Earnings Disregard Extended to Pregnant SNA Women and Trust Fund Policy Clarification
- 2003 ADM-08 Issuing Nonrecurring Temporary Assistance (TA) Emergency Payments and TANF Services Block Grant Payments on an Active Non-Temporary Assistance Food Stamp Case, an Active Medicaid Case or at the Time of a TA Application Denial
- 2003 ADM-07 Temporary Assistance: New Shelter Allowances and Related Changes
- 2003 ADM-03 New Food Stamp-Only Application Form
- 2003 ADM-02 Desk Reference for DV Screening under the Family Violence Option
- 2003 ADM-01 Eligibility of Alien Victims of Severe Form of Trafficking in Persons

**INF**

- 2003 INF-43 Food Stamp Deductions for Medical Expenses
- 2003 INF-42 Elimination of Social Security Numbers from SSI, Interim Assistance Reimbursement, and Social Security Checks
- 2003 INF-41 Revisions to Client Notices
- 2003 INF-40 SSA COLA for January 2004 - SSI and Food Stamp Charts
- 2003 INF-39 New Statewide "Common Application", LDSS – 2921 Statewide (Rev. 7/03) and New Statewide "How to Complete" Publication, PUB – 1301 Statewide (Rev. 7/03)
- 2003 INF-38 Availability of the Following Forms in Arabic and Chinese:
- 2003 INF-37 Revision to Spanish Versions of the Client Information Books and the Introduction of Other Available Languages Including Russian, Arabic and Chinese
- 2003 INF-36 Digest of Laws of 2003 Relating to Programs of the Office of Temporary and Disability Assistance
- 2003 INF-35 Clarification of Temporary Assistance Diversion Payment Types for Families
- 2003 INF-34 Limiting Emergency/Immediate Needs Grants Due to Frequent Applications for Recurring and Emergency Temporary Assistance
- 2003 INF-33 Revision of the LDSS-3151: "Food Stamp Change Report Form": (Rev. 6/03)
- 2003 INF-32 LDSS-4682: Notification of Overpayment of Public Assistance to a Former Recipient and Demand For Repayment (5/03) and LDSS-4682 NYC: Notification of Overpayment of Public Assistance to a Former Recipient and Demand For Repayment (NYC) (5/03)
- 2003 INF-31 Revision of the LDSS-3558: "Food Stamp Separate Determination Input Form" (Rev. 5/03)
- 2003 INF-29 Family Violence Option: Domestic Violence Liaison List

- 2003 INF-28 List of Out-of-State Contacts
- 2003 INF-27 Temporary Assistance Date of Eligibility
- 2003 INF-26 Introduction of a Statewide LDSS-3174: "Recertification Form" and The Associated PUB-1313: "How to Complete" Publication
- 2003 INF-25 Temporary Assistance Questions and Answers Revision: July 7, 2003 Original Release: June 19, 2003
- 2003 INF-24 Obsolescence of Form, PUB-1350: "How To Get Your Cash Grant and Food Stamps" (Rev. 10/97)
- 2003 INF-23 LDSS-4579: "Alien Eligibility Desk Aid" (Rev. 4/03)
- 2003 INF-22 Temporary Assistance: Individuals in Residential Treatment Programs
- 2003 INF-21 Obsolescence of Form, DSS-3666: "Documentation/Verification Desk Aid"
- 2003 INF-20 Availability of the Statewide Common Application and the How to Complete the Application in Spanish and Russian
- 2003 INF-19 Expired or Lost Immigration Documents
- 2003 INF-18 Obsolete Form DSS-2215: "Report of Claim/ Benefit Restoration Determination" Food Stamp Program
- 2003 INF-17 Recoupment Procedures When Temporary Assistance (TA) Recipients Change Districts
- 2003 INF-16 Revisions to the Food Stamp Benefits Budget Worksheets
- 2003 INF-15 Compromise of Food Stamp Claims for Overissuance
- 2003 INF-14 Food Stamp Program Eligibility for Aliens
- 2003 INF-13 Revision to LDSS-4753: "Food Stamps – Request for Contact/Missed Interview"
- 2003 INF-12 Revision of the "Food Stamp Household Composition Desk Guide" (LDSS-4314) (Rev. 1/03)
- 2003 INF-11 Revisions to the LDSS-4791: Important Information About What Changes You Must Report for Food Stamp Benefits
- 2003 INF-10 Food Stamp Program Questions and Answers: Application Processing, Six-Month Reporting, Transitional Benefits and Standard Utility Allowances
- 2003 INF-07 State Sixty-Month Time Limit and Essential Persons
- 2003 INF-06 Revision of LDSS-4398: "WMS Non-Services Code Cards" (November 2002 Update)
- 2003 INF-05 Digest of Laws of 2002 Relating to Programs of the Office of Temporary and Disability Assistance
- 2003 INF-04 Time Limit Counts and Family Assistance Payment Corrections
- 2003-INF-02 Revision of the LDSS-3151 "Food Stamp Change Report Form" (Rev. 1/03)
- 2003 INF-01 Earned Income Tax Credit and Other Tax Credits

**LCM**

- 2003 LCM-09 Refunds of Treasury Offset Program (TOP) Monies
- 2003 LCM-08 Safeguarding of Personal Information for Food Stamp and Temporary Assistance Applicants and Recipients
- 2003 LCM-07 Food Stamp Management Evaluation Procedures
- 2003 LCM-05 Termination of Certain Food Stamp Overissuance Claims
- 2003 LCM-03 Food Stamp Program Civil Rights Complaint Procedures
- 2003 LCM-02 New Hires Match
- 2003 LCM-01 Clothing Allowance Under the Emergency Assistance to Adults Program

Temporary Assistance Deputy Commissioner GIS Messages

09/25/03 03TA/DC028 24-month FS certification periods for households in which all adults are el-

- 09/23/03 03TA/DC027 derly/disabled  
Extension and Changes in the Food Assistance Program (FAP)
- 09/15/03 03TA/DC025 Extension and Changes in the Food Assistance Program
- 08/15/03 03TA/DC022 Response to Power Outages
- 08/15/03 03TA/DC022 Attachment LDSS-2291 "Request for Replacement of Food Purchased with Food Stamp Benefits (rev 9/01)"
- 08/13/03 03TA/DC021 IPV Notices for PA and FS now available on OTDA Forms Website
- 08/11/03 03TA/DC020 Updated-Food Stamp Standards for October 1, 2003
- 08/11/03 03TA/DC020 Attachment Notice of Intent to Change Food Stamps October '03/Upstate
- 08/11/03 03TA/DC020 Attachment Notice of Intent to Change Food Stamps October '03/NYC
- 07/31/03 03TA/DC019 Subscribe to the Automated Subscriber System for Updates to the Temporary Assistance Source Book - TASB and the Food Stamp Source Book – FSSB
- 07/28/03 03TA/DC018 Temporary Assistance (TA), Medicaid and Food Stamps (FS) Policy Regarding the Treatment of Federal Tax Variables
- 07/14/03 03TA/DC017 Treasury Offset Program Fairness Letter
- 07/02/03 03TA/DC015 Introduction of LDSS-4826B: "Interview/Verification Guide for the LDSS-4826: 'Food Stamp Benefits Application'"
- 02/06/03 03TA/DC003 Food Stamp Eligibility of Certain Aliens
- 02/04/03 03TA/DC001 Food Stamp Disaster Plan Local Contacts

**2002**

ADM

- 2002 ADM-08 Repeal of NYCRR 352.31(B) "Claimant for Income Tax Exemption"
- 2002 ADM-07 Food Stamp Program Reauthorization Changes
- 2002 ADM-06 Change in the Food Stamp Vehicle Resource Policy
- 2002 ADM-05 Temporary Assistance (TA) Budgeting: 2002 Changes to the Earned Income Disregard and the Poverty Level Test
- 2002 ADM-04 Food Assistance Program (FAP): Expansion of Eligibility to Certain Victims of Domestic Violence
- 2002 ADM-03 Introduction of Standardized Outcome Measures for TANF Services Plans
- 2002 ADM-02 Meeting the Emergency/Immediate needs of Temporary Assistance (TA) Applicants/Recipients
- 2002 ADM-01 Food Stamp Treatment of Individual Development Accounts

INF

- 2002 INF-42 Meeting the Needs of Families with an SSI Member in Temporary and Emergency Housing, Reissued: January 27, 2003
- 2004 INF-41 Revision to Food Stamp Benefits ABEL Budget Narratives (LDSS-3959, LDSS-3960 and LDSS-3961)
- 2002 INF-40 Social Security Numbers for Non-Working Aliens
- 2002 INF-39 Conditions and Costs Associated with Removals, Revision: December 10, 2002
- 2002 INF-38 District of Fiscal Responsibility Contacts
- 2002 INF-37 Temporary Assistance Periodic Reporting Regulation Filing
- 2002 INF-36 Family Violence Option Questions and Answers
- 2002 INF-35 SSA COLA for January 2003 – SSI and Food Stamp Charts

- 2002 INF-34 Treatment of Crime Victims Compensation Benefits for Temporary Assistance (Correction of November 1st Release)
- 2002 INF-33 Receipts for Recipients Who Drop Off Documentation
- 2002 INF-32 Revision of the "Employment Verification" Form (LDSS-3707) (Rev. 4/01)
- 2002 INF-31 Temporary Assistance Questions and Answers
- 2002 INF-30 Revision of the "Food Stamp Household Composition Desk Guide" (LDSS-4314) (Rev. 6/02)
- 2002 INF-29 Necessity of Accurate Social Security Numbers in the Welfare Management System
- 2002 INF-28 Revision to Public Assistance ABEL Budget Narratives (LDSS-3951, LDSS-3952, LDSS-3953 and LDSS-3954)
- 2002 INF-27 Domestic Violence: Frequently Asked Questions on Reimbursement, General and Programmatic Issues
- 2002 INF-26 Revisions to the System Generated Periodic Report Form (LDSS-4310) and the Printed Follow-Ups to the Periodic Report Form (LDSS-4310A and LDSS-4310A NYC)
- 2002 INF-25 Section 8 Certificate Shelter Type Codes
- 2002 INF-23 LDSS-3938: Food Stamp Benefits Expedited Processing Screening Sheet
- 2002 INF-22 Drug and Alcohol Frequently Asked Questions (FAQs), U.S. Department of Veteran Affairs (VA) Drug and Alcohol Treatment Programs; and OTDA Audit and Quality Control (A&QC) Drug and Alcohol Abuse Screening/Assessment Process Review/Findings
- 2002 INF-21 Temporary Assistance Procedures; Certification Periods of TA Cases With Earned Income
- 2002 INF-20 New Statewide "Common Application", LDSS-2921 Statewide (Rev. 5/02) and New Statewide "How to Complete" Publication, PUB – 1301 Statewide (Rev. 5/02)
- 2002 INF-19 Revision of the LDSS-3708: "School Attendance Verification Form" (Rev. 4/01)
- 2002 INF-18 Revision of the LDSS-3151: "Food Stamp Change Report Form"
- 2002 INF-17 Food Stamp Questions and Answers
- 2002 INF-15 Revised Issue July 23, 2002 (Original Issued June 27, 2002) Recurring Limited Temporary Assistance Energy Payments
- 2002 INF-14 Charitable Choice Provision, Personal Responsibility and Work Opportunity Reconciliation Act of 1996, P.L. 104-193 (Reissued June 3, 2002)
- 2002 INF-12 Revision of LDSS-4398: "WMS Non-Services Code Cards" (November 2001 Update) and Attachments
- 2002 INF-09 Certification/Recertification Checklist: Changes In Requirements
- 2002 INF-07 Revision of DSS-2642: "Documentation Requirements"
- 2002 INF-06 Clarification of Retention Policy of Domestic Violence (DV) Screening Forms and Related Case Records
- 2002 INF-03 Responses to Questions Raised at Time Limit/Tracking Conference Calls
- 2002 INF-02 Obsolete Certification Guide (DSS-3570)
- 2002 INF-01 Expansion of the Eligibility of Certain Minors for TANF Service Programs

LCM

- 2002 LCM-13 Extension of Food Stamp Administrative Cost Reductions
- 2002 LCM-12 Work Experience Placements Reimbursement
- 2002 LCM-11 Model HEAP Cooperative Agreement/Contract
- 2002 LCM-10 Changes to Food Stamp Employment and Training Participant Expenditures
- 2002 LCM-8 Claiming Federal Reimbursement for Reserved

- Accommodations
- 2002 LCM-07 Americans with Disabilities Act (ADA) – Access to Local District Social Services Programs and Services and Activities
- 2002 LCM-06 Food Stamp Management Evaluation Procedures
- 2002 LCM-05 Submission of TANF Special Project Claims
- 2002 LCM-04 2001-2002 Supplemental Allocations – TANF Drug and Alcohol and Domestic Violence and Safety Net (SN) Drug and Alcohol
- 2002 LCM-03 Availability of Funds to Supplement Mandatory TANF Drug and Alcohol Services or to Create or Expand Enhanced Drug and Alcohol Projects
- 2002 LCM-02 Suspension of Local MOE Plans Submission
- 2002 LCM-01 2001-02 Supplemental Allocation -TANF Block Grant

## Temporary Assistance Deputy Commissioner GIS Messages

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|--------------------|--|
| 09/17/02 02TADC024 | Additional Food Stamp Resource Exclusion   |
| 08/13/02 02TADC018 | Updated - Food Stamp Standards for October 1, 2002   |
| 08/13/02 02TADC018 | Attachment Notice of Intent to Change Food Stamps October '02/Upstate  |
| 08/13/02 02TADC018 | Attachment Notice of Intent to Change Food Stamps October '02/NYC  |
| 04/10/02 02TADC009 | Requirement to sent the LDSS 4735 FS "Request for Contact/Notice of Missed Interview" when an initial FS eligibility interview is missed |
| 03/11/02 02TADC007 | Revised Message: GIS 02 TA/DC004   |
| 03/01/02 02TADC004 | Printing and Delivery of Manual Notices Referenced in 01 INF-17  |
| 02/22/02 02TADC003 | Request for Contact Language for Food Stamp 6 Month Reporters on Transitional Benefits   |
| 01/08/02 02TADC001 | Correction of LDSS 4753 - Request for Contact/Notice of Missed Interview   |

**2001**

## ADM

- 2001 ADM-17 Safety Net Assistance Application for Able-Bodied Adults at the State Sixty-Month Time Limit
- 2001 ADM-16 Transitional Benefit Alternative: Transitional Food Stamp Benefits for Family Assistance Leavers
- 2001 ADM-14 Temporary Assistance Procedures: District Waiver Option of Quarterly Reporting Requirements (QRS) and Attachments
- 2001 ADM-13 Temporary Assistance Budgeting: Initial and Increased Earnings of Recipients
- 2001 ADM-12 Temporary Assistance Budgeting: The Treatment of Retroactive SSI and Social Security (RSDI) Corrective Payments
- 2001 ADM-11 Safety Net Assistance Recoupment Rate Change
- 2001 ADM-10 Revised Alcohol and Drug Abuse Screening and Referral Form, Revised Referral Protocols, Targeting TANF Applicants/Recipients
- 2001 ADM-09 Six-Month Reporting Rules Food Stamp Households With Earned Income
- 2001 ADM-08 Changes in Food Stamp Application and Recertification Procedures
- 2001 ADM-07 Food Stamp and Temporary Assistance Treatment of Family Subsistence Supplemental Allowance Payments
- 2001 ADM-06 Revised Letter of Notification (LON) and Letter of Intent (LOI) Approval Process for the Acquisition of EDP Equipment and/or Related Services
- 2001 ADM-05 Temporary Assistance (TA) Budgeting: 2001 Changes to the Earned Income Disregard and the Poverty Level Income Test
- 2001 ADM-04 Reporting Requirement for TANF Assistance: Reg. 351.1(b)(2)
- 2001 ADM-03 Errata: Exemptions to the State Sixty-Month Cash Time Limit/Evaluation for Safety Net Assistance
- 2001 ADM-03 Exemptions to the State Sixty-Month Cash Time Limit/Evaluation for Safety Net Assistance
- 2001 ADM-02 Expansion of Food Stamp Categorical Eligibility
- 2001 ADM-01 Continuation of Food Stamps on TA Case During Move

## INF

- 2001 INF-28 Digest of Laws of 2001 Relating to Programs of the Office of Temporary and Disability Assistance and Attachment
- 2001 INF-27 SSA Cost of Living Adjustment for January 2002-SSI Benefit Levels Chart
- 2001 INF-26 District of Fiscal Responsibility and Drug/Alcohol Contacts
- 2001 INF-25 Treatment of Income/Resources of Participants in Operation Enduring Freedom
- 2001 INF-24 Obsolete Form DSS-632: "Consent for Verification of Information"
- 2001 INF-23 TA Diversion Payment Type F6 - Diversion Rental Payment
- 2001 INF-22 Revisions of LDSS-2921 Upstate Common Application and PUB-1301 Upstate "How to Complete" Publication
- 2001 INF-21 Food Stamp Questions and Answers
- 2001 INF-20 Providing Temporary Assistance to Individuals Sanctioned From Supplemental Security Income
- 2001 INF-19 Responses to Questions Raised at Time Limit/Tracking Regional Meetings
- 2001 INF-18 Clarification of Temporary Assistance Drug and Alcohol Employment Coding and Case Type Policy/Procedures
- 2001 INF-17 Revisions to Manual Notices
- 2001 INF-16 Revision of Client Information Books
- 2001 INF-14 Converting EBT Food Stamp Benefits to EBT Cash When Recipients Move Out of State
- 2001 INF-12 Temporary Assistance Sanctions: Budgeting for TA and FS, Treatment of Income for FS When the TA Case Closes, and Medicaid Implications
- 2001 INF-11 Temporary Assistance Questions and Answers and Attachment
- 2001 INF-10 Clarification of Food Stamp Denials When an Eligibility Interview is Missed
- 2001 INF-09 Application Access for Non-Citizens: Temporary Assistance and Food Stamps
- 2001 INF-08 Temporary Assistance (TA) and Food Stamps (FS) Policy: The Treatment of Supplemental Needs Trusts (SNTs) and Reverse Annuity Mortgage (RAM) Loans
- 2001 INF-07 Revision of LDSS-4398: "WMS Non-Services Code Cards" (December 2000 Update) (Upstate Only)
- 2001 INF-06 Revision of "Notice of Responsibilities and Rights for Support" (LDSS-4279) (Rev. 8/00)
- 2001 INF-04 The 2001 New York State and Federal Earned Income Credit Campaign
- 2001 INF-03 Clarification of Policy Relating to the Provision of the Emergency Shelter Allowance for Persons with AIDS or HIV-Related Illness
- 2001 INF-02 Digest of Laws of 2000 Relating to Programs of the Office of Temporary and Disability Assistance
- 2001 INF-01 Revision of DSS-3087: "Application/Recertification

Guide Dog Food Program" Form, and DSS-3097: "Cover Letter for DSS-3087"

LCM

- 2001 LCM-12 Availability of the Spanish Version of the "Youth Application for TANF Services" Form and Attachment
- 2001 LCM-11 Reserved Accommodations
- 2001 LCM-10 Availability of the "Youth Application for TANF Services" Form
- 2001 LCM-08 Two Year Claiming Deadlines
- 2001 LCM-07 Modifying an Approved TANF Services Plan
- 2001 LCM-06 IRS-1099 Match
- 2001 LCM-05 EBT Fedwire Settlement Process
- 2001 LCM-02 Special Claim Forms for TANF Services Plan Programs and TANF MOE
- 2001 LCM-01 Cancellation of 99 LCM-38 (County Financial Incentives)

Temporary Assistance Deputy Commissioner GIS Messages

- |                  |   |
|------------------|---|
| 10/23/01 TADC045 | Exemption of Disaster Relief Payments Reminder                                |
| 10/04/01 TADC042 | The Impact of Operation Enduring Freedom                                      |
| 09/21/01 TADC040 | Exemption of Disaster Relief Payments   |
| 09/20/01 TADC039 | New Food Stamps Poster  |
| 09/06/01 TADC034 | Revised Manual Notices (01 INF-17)  |
| 08/20/01 TADC030 | Updated-FS Standards for October 1, 2001                                      |
| 08/10/01 TADC029 | Updated-Food Stamp Standards for October 1, 2001                              |
| 08/10/01 TADC029 | Attachment Notice of Intent To Change Food Stamps October 1, 2001             |
| 08/07/01 TADC028 | Quarterly Reporting Mailers   |
| 06/25/01 TADC024 | June mail out to Non-TA/FS cases regarding the six-month reporting rule       |
| 06/20/01 TADC023 | Treatment of Federal Tax Rebates  |
| 06/13/01 TADC021 | Exclusion of Certain Retroactive SSI Payments as Lump Sums for FS             |
| 06/01/01 TADC018 | Changes in the Food Stamps Vehicle Resource Exemption Policy                  |
| 04/02/01 TADC010 | Adoption of a New 6 Month Reporting Policy for Food Stamps with Earned Income |
| 02/27/01 TADC009 | Client Benefit Access   |
| 02/27/01 TADC008 | FS Cash-Out Conversion  |
| 02/06/01 TADC005 | FS Cashout Conversion   |
| 01/24/01 TADC004 | Food Stamp Casefile Documentation   |
| 01/24/01 TADC003 | Updated-Food Stamp SUA Standards for March 1, 2001                            |

**2000**

ADM

- 2000 ADM-08 Errata: Electronic Benefit Transfer (EBT)
- 2000 ADM-07 Non-Cash Safety Net Assistance (SNA) for Other Than Grantee (OTG) Cases
- 2000 ADM-06 Initial Notice of Overpayment to Closed Cases (Revised)
- 2000 ADM-05 Change in the Automobile Exemption Policy for Applicants For and Recipients of Family Assistance (FA) and Safety Net Assistance (SNA)
- 2000 ADM-04 Initial Notice of Overpayment to Closed Cases
- 2000 ADM-03 TA Budgeting: 2000 Changes to the Earned Income Disregard Poverty Level Income Test
- 2000 ADM-01 TANF Funding Swap From Public Assistance to EAF Foster Care for the 1999-2000 State Fiscal Year

INF

- 2000 INF-21 Policy Clarification on TANF Funded Assistance

- 2000 INF-20 WMS Input Directions to Assure Accurate and Complete Federal Reports
- 2000 INF-19 District of Fiscal Responsibility (DFR) Procedures
- 2000 INF-18 Clarification of Relationship Between the Standard Utility Allowance (SUA) and Receipt of HEAP
- 2000 INF-17 Obsolete Form: DSS-4404: "PA and FS Citizenship/Alien Status Desk Aid Worksheet" (Rev. 3/93)
- 2000 INF-16 Temporary Assistance (TA), Food Stamps (FS), and Medicaid (MA) Budgeting: Out-of-State Temporary Assistance Payment
- 2000 INF-15 Temporary Assistance Questions and Answers
- 2000 INF-14 Revised "Request for Voluntary Restricted Payments" Form (LDSS-4580) (Rev. 1/00)
- 2000 INF-13 Errata: Alien Eligibility Desk Aid (LDSS-4579) (4/00)
- 2000 INF-13 Alien Eligibility Desk ID Card (Rev. 4/00)
- 2000 INF-12 Obsolete Forms: DSS-4467 "How Your Restaurant Can Participate in the Food Stamp Restaurant Program", (9/94) DSS-4467 Food Stamp Restaurant ID Card (9/94)
- 2000 INF-11 Revision of "Food Stamp Separate Determination Input Form" (LDSS-3558)
- 2000 INF-10 Welfare Reform Community-Based Organization Resource Guide (Pub No. 4663)
- 2000 INF-09 Revision of LDSS-4398: "WMS Non-Services Code Cards" (December 1999 Update) (Upstate Only)
- 2000 INF-08 Office of Temporary and Disability Assistance (OTDA) Census 2000 Campaign
- 2000 INF-07 Interim Printings of LDSS-2921, LDSS-2921(NYC), LDSS-3174 and LDSS-3174(NYC)
- 2000 INF-06 Verifying Relationship of the Caretaker Relative to the Child
- 2000 INF-05 LDSS-3343: "Quarterly Roster of Good Cause Claims"
- 2000 INF-04 The 2000 New York State and Federal Earned Income Credit Campaign
- 2000 INF-03 TA Diversion Payments: Clarification of Purpose and the Use
- 2000 INF-02 Child support Cooperation: Questions and Answers
- 2000 INF-01 Errata: Revision of Mandatory Client Notice: Repayment of Interim Assistance Notice (LDSS-2425)
- 2000 INF-01 Revision of Mandatory Client Notice "Repayment of Interim Assistance Notice" LDSS-2425

LCM

- 2000 LCM-22 \$4.5 Million in Additional TANF Funds Available via Competitive Applications
- 2000 LCM-21 Temporary Assistance to Needy Families Maintenance of Effort (MOE) Local Initiative
- 2000 LCM-20 TANF Services for Individuals and Families With Incomes Up To 200% of The Federal Poverty Level
- 2000 LCM-18 Availability of Funds to Provide Services to Certain Safety Net Recipients (SNAP – Safety Net Assistance Project)
- 2000 LCM-17 \$4.5 Million in Additional TANF Funds Available via Competitive Applications (Withdrawn)
- 2000 LCM-16 Questions and Answers from the Regional Forums on the TANF Services Plan and Revised Pearl County TANF Services Plan Templates
- 2000 LCM-15 TANF and TANF Maintenance-of-Effort (MOE) Program Reporting
- 2000 LCM-13 Proposals Requested for the Establishment of Transitional Opportunities Program (TOP) Offices/Units
- 2000 LCM-12 TANF Services Plan
- 2000 LCM-11 Earned Income Credit (EIC)
- 2000 LCM-10 Certain Employment Costs not Allowed as Food

- Stamp Employment and Training Expenditures
- 2000 LCM-09 Domestic Violence Allocation Use
- 2000 LCM-08 Separate State Maintenance-of-Effort (MOE) Program Reporting
- 2000 LCM-07 Emergency Assistance to Families (EAF) for Juvenile Delinquents and Persons In Need of Supervision (JD/PINS)
- 2000 LCM-06 "Claims Against Households Report" (DSS-3214)
- 2000 LCM-05 Self-Sufficiency Supports Brochure Available
- 2000 LCM-04 2000 Census Promotion
- 2000 LCM-02 2000 Holiday Schedule
- 2000 LCM-01 Temporary Assistance to Needy Families Maintenance of Effort FY 2000

**1999**

## ADM

- 1999 ADM-09 The Automated Finger Imaging System (AFIS) for PA, FS, FAP, EAF, ESNA, PICA and Medicaid
- 1999 ADM-08 Domestic Violence: Final TANF Regulations and the Family Violence Option
- 1999 ADM-07 Errata: Time Limit Tracking and System Support
- 1999 ADM-07 Time Limit Tracking and System Support
- 1999 ADM-06 Review of Food Stamp Expedited Processing Procedures and Statewide Use of the "Expedited Food Stamp Screening Sheet" (DSS-3938)
- 1999 ADM-05 Cooperation with Child Support Enforcement for Temporary Assistance, Medicaid, Foster Care and Child Care Services Applicants and Recipients
- 1999 ADM-04 Changes to Supervisory Review Approval for Temporary Assistance and Food Stamps
- 1999 ADM-03 PA Budgeting: 199 Changes to the Earned Income Disregard and Poverty Level Income Test
- 1999 ADM-02 Alien Sponsorship – Deeming of Sponsor's Income and Resources
- 1999 ADM-01 Administration Issuance of Subpoenas in Child Support Cases

## INF

- 1999 INF-21 Child Assistance Program (CAP) Eligibility: Procedures for Employment Sanctions
- 1999 INF-20 Digest of Laws of 1999 Relating to Programs of the Office of Temporary and Disability Assistance
- 1999 INF-19 Drug/Alcohol Treatment: Option for In-District Care
- 1999 INF-18 Non-Recoverability of Child Support Pass-Through Payments
- 1999 INF-17 Reporting of Aliens Known to be Unlawfully in the United States
- 1999 INF-16 HUD Welfare-to-Work Housing Vouchers – Potential Rent Subsidy Assistance for Some Temporary Assistance Families
- 1999 INF-15 Emergency Assistance and Sanctioned Persons
- 1999 INF-14 LDSS-4600: LDSS-4600 Drug and Alcohol Screening, Assessment, and Treatment Implications Desk Guide (6/98)
- 1999 INF-13 Questions and Answers on Temporary Assistance Energy Policy
- 1999 INF-12 Revision of the Quarterly Report (DSS-4310) and the Follow-Up to the Quarterly Report (DSS-4310A) and (DSS-4310A NYC)
- 1999 INF-11 Potential Eligibility for Food Stamps: Hmong and Other Highland Laotian Tribe Members
- 1999 INF-10 Domestic Violence Waiver of Temporary Assis-

tance Lien Requirements; Recovery of Temporary Assistance From Legally Responsible Batterers

- 1999 INF-09 Temporary Assistance/Medicaid Eligibility: Expansion of Who Can Conduct Drug/Alcohol Assessments
- 1999 INF-08 Food Stamp Program Application Requirements
- 1999 INF-07 Amended State Version of Federal Form SS-5 "Application for a Social Security Card" (LDSS-4000)
- 1999 INF-06 Medicaid Determinations When Public Assistance is Denied or Closed or the PA Application is Withdrawn
- 1999 INF-05 Child Assistance Program (CAP): Questions and Answers
- 1999 INF-04 Public Assistance Eligibility: Clarification of Drug and/or Alcohol Issues
- 1999 INF-03 The 1999 New York State and Federal Earned Income Credit Campaign
- 1999 INF-02 Revision to Budget Worksheet – Public Assistance (LDSS-548)
- 1999 INF-01 Revision of LDSS-4398: "WMS Non-Services Code Cards" (November 1998 Update) (Upstate Only)

## LCM

- 1999 LCM-40 Information on Problem Gambling
- 1999 LCM-39 TANF Funded employment Program Contracts
- 1999 LCM-38 County Financial Incentives
- 1999 LCM-37 Claiming Deadlines – TANF Programs
- 1999 LCM-36 Organizational Change
- 1999 LCM-35 Y2K Millennium Weekend Systems Verification
- 1999 LCM-32 Updated District of Fiscal Responsibility and Drug/Alcohol Contacts
- 1999 LCM-31 Y2K Readiness Planning
- 1999 LCM-30 Claiming of JD/PINS for Youth in Voluntary Agencies and Foster Boarding Homes
- 1999 LCM-29 TANF MOE Expenditures
- 1999 LCM-28 Domestic Violence Allocations: July 1999-June 2001
- 1999 LCM-27 Learnfare Allocations: Base Allocations for SFY 1999-2000 and the Availability of Additional Funds to Enhance Local Learnfare Operations
- 1999 LCM-26 Merit Incentive Awards Allocations
- 1999 LCM-25 Building Independence for the Long Term (BILT)
- 1999 LCM-23 Implementation of the Systematic Alien Verification for Entitlements (SAVE) Program – Interim Process
- 1999 LCM-22 Expansion of the Child Assistance Program (CAP)
- 1999 LCM-20 Non-Cash Safety Net Assistance (SNA) Restriction Hierarchy and Available Restriction and Payment Options
- 1999 LCM-19 Notice: LDSS-4647: "Important Information About Child Care"
- 1999 LCM-17 TANF State Plan Forums
- 1999 LCM-16 District of Fiscal Responsibility and Drug/Alcohol Contacts
- 1999 LCM-15 Allocations for TANF & SNA Drug & Alcohol Assessments and the Availability of Funds to Operate an Enhanced Drug/Alcohol Program for TANF Recipients
- 1999 LCM-14 Temporary Assistance to Needy Families Maintenance of Effort
- 1999 LCM-13 Local District Year 2000 Contingency Plan Survey
- 1999 LCM-12 Survey of Social Welfare Examiner Job Tasks
- 1999 LCM-11 Federal Tax Refund Offset Program (FTROP)
- 1999 LCM-10 Year 2000 Compliance Requirements
- 1999 LCM-09 Federal Tax Refund Offset Program (FTROP)
- 1999 LCM-08 "New York State Touchstones/Kids Count Data Book"

- 1999 LCM-05 Learnfare Statewide Expansion
- 1999 LCM-04 Federal Tax Refund Offset Program (FTROP)
- 1999 LCM-03 "Notice of Claim Settlement" (OTDA-591, 591-A & 907)
- 1999 LCM-02 Revised 1999 Holiday Schedule
- 1999 LCM-01 Food Stamp Program: Clarification of Definition of Disability

### 1998

#### ADM

- 1998 ADM-14 Procedures for Cost of Living Adjustments (COLA) and One-Time Review and Adjustments for Child Support Orders
- 1998 ADM-12 Recovery of Overpayments: Modification of PA Threshold
- 1998 ADM-11 Authorization For Social Services Districts to Approve Adoption Subsidies
- 1998 ADM-10 PA Budgeting: Changes to the Earned Income Disregard and the Poverty Level Income Test, Attachments
- 1998 ADM-09 Public Assistance Eligibility: Time Limit for Initial Interview
- 1998 ADM-08 The Automated Finger Imaging System (AFIS) for PA, FA, FAP, EAF, ESNA, and PICA
- 1998 ADM-07 Learnfare
- 1998 ADM-6 Procedures for Establishing Paternity with Acknowledgments and Administrative Orders for Genetic/DNA Tests
- 1998 ADM-05 Merit Incentive Awards for Children in Receipt of TANF Funded Public Assistance
- 1998 ADM-03 Errata: Domestic Violence: Family Violence Option Under the Welfare Reform Act of 1997
- 1998 ADM-03 Domestic Violence: Family Violence Option Under the Welfare Reform Act of 1997
- 1998 ADM-2 Change of Payee Policy and Procedure for Child Support Enforcement
- 1998 ADM-01 Local flexibility Incentive Pilot Programs

#### INF

- 1998 INF-16 Obsolete Form: DSS-2502: "ADC-U Screening Checklist"
- 1998 INF-15 Deadline Extension for Local District Negotiated Performance Award Plans and Transmittal of Baseline Performance Data on Job Placements for 98-ADM-13
- 1998 INF-14 Revised State Version of Federal Form SS-5 "Application For a Social Security Card"
- 1998 INF-13 State Assumption of Local Districts' Share of Supplemental Payments
- 1998 INF-12 Digest of Laws of 1998 Relating to Programs of the Office of Temporary and Disability Assistance
- 1998 INF-11 Revision to Public Assistance ABEL Budget Narratives (DSS-3951, DSS-3952, DSS-3953, DSS-3954) (Rev. 12/97)
- 1998 INF-06 Child Assistance Program (CAP); Questions and Answers on Changes Due to the Welfare Reform Act of 1997
- 1998 INF-05 Alien Status Desk Guide (LDSS-4579)
- 1998 INF-04 Consolidated Services Plan: 1998 Income Eligibility Standards
- 1998 INF-03 Food Stamp Program: Record Retention
- 1998 INF-02 Revised Request for Voluntary Restriction Form (DSS-4580 Rev. 12/97)
- 1998 INF-01 Annual Index of Administrative Directives and Informational Letters

#### LCM

- 1998 LCM-47 1999 Holiday Schedule
- 1998 LCM-46 "Notice of Claims Settlement" Claims Against Households Report (DSS-3214)

- 1998 LCM-45 List of Out-of-State Contacts for TANF Time Limit Tracking
- 1998 LCM-44 Welfare Fraud Investigator Training Institute
- 1998 LCM-43 Automated Claiming System (ACS) Re-Hosting Project
- 1998 LCM-40 National Voter Registration Act (NVRA) Litigation
- 1998 LCM-39 Drug and Alcohol Services: Availability of Funds to Provide Enhanced Drug and Alcohol Services to Victims of Domestic Violence
- 1998 LCM-37 Expansion of the Child Assistance Program (CAP)
- 1998 LCM-34 Clarification of Fair Hearing and Special Hearings Processes
- 1998 LCM-30 Survey of Drug and Alcohol Assessment Costs
- 1998 LCM-29 1998 Multidisciplinary Team Building Request for Proposals Grant Selections
- 1998 LCM-28 Case Management Funding Application
- 1998 LCM-27 Homeless Information Reporting
- 1998 LCM-26 Informational Mailing to All Public Assistance Households (FA, CAP, SNA)
- 1998 LCM-25 Adult Care Facilities: Prohibition of Referrals to Certain Facilities
- 1998 LCM-23 FISCAL: Allocation of \$100,000,000 TANF Set-Aside for Family and Children's Services (EAF Allocation)
- 1998 LCM-21 Food Stamp Earned Income Deduction
- 1998 LCM-19 Reimbursement Ceilings for Social Services for the Period October 1, 1997 Through September 30, 1998
- 1998 LCM-18 DSS-3803 "Monthly Report of Collections of Overpayments to Families with Dependent Children and Home Relief"
- 1998 LCM-17 Disability Advocacy Program (DAP) RFP
- 1998 LCM-15 Federal/State Tax Refund Offset Reports Federal/State Tax Refund Offset
- 1998 LCM-14 Availability of Funds to Operate an Enhanced Drug/Alcohol Services Program for Family Assistance Recipients
- 1998 LCM-13 1998 Multidisciplinary Team Building Request for Proposals
- 1998 LCM-11 Retroactive TANF Conversions Retroactive TANF Conversions
- 1998 LCM-09 Tax Refund Offset Process – 1998 General Instructions
- 1998 LCM-07 Enhanced PA Earned Income Disregard (42%) Mailing
- 1998 LCM-06 Extension of Claiming for the Child Care and Development Block Grant Subsidy Program
- 1998 LCM-05 Deadlines for Submitting Claims to Close Out ADC (Including EAF and Administration), JOBS, At Risk and Transitional Child Care, as a Result of TANF

### 1997

#### ADM

- 1997 ADM-25 Food Stamp Eligibility of Non-Citizens
- 1997 ADM-24 Child Assistance Program (CAP): Impact of the Welfare Reform Act of 1997
- 1997 ADM-23 Public Assistance (Family Assistance/Safety Net Assistance) Changes Resulting From The Welfare Reform Act of 1997
- 1997 ADM-22 Public Assistance (Family Assistance/Safety Net Assistance) Changes Resulting from The Welfare Reform Act of 1997 (Cancelled by 97-ADM-23)
- 1997 ADM-21 Safety Net Assistance Program (Welfare Reform Act of 1997)
- 1997 ADM-20 Family Assistance Program (Welfare Reform Act of 1997)
- 1997 ADM-19 Reporting and Monitoring of the DSS-3214, Food

- Stamps Claims Against Household Report
- 1997 ADM-18 Student Grants and Supportive Services Budgeting (Williams vs. Dowling)
- 1997 ADM-17 Elimination of the Child Care Earned Income Disregard and the Implementation of Child Care Payments for Public Assistance Cases with Earned Income
- 1997 ADM-16 Food Stamp ABAWD Eligibility Requirements
- 1997 ADM-13 Procedure for Requesting Approval of Local Equivalent Forms
- 1997 ADM-12 Public Assistance and Medicaid for Aliens Losing SSI Benefits (Cancelled)
- 1997 ADM-11 Assessment Requirement for Recipients of Temporary Assistance for Needy Families (TANF)
- 1997 ADM-08 Re-categorization of ADC and CAP Cases as a Result of the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA)
- 1997 ADM-07 Public Assistance Treatment of Support Collections; Calculation, Issuance and Budgeting of Excess Support Payments
- 1997 ADM-06 Immunization Information for PA Applicants and Recipients
- 1997 ADM-05 Option to Extend Certification Periods for Certain Non-Citizen Food Stamp Recipients
- 1997 ADM-03 Prohibition Against Concurrent Benefits
- 1997 ADM-01 Federal Cost-of-Living Adjustment in Social Security and Supplemental Security Income (SSI) Benefits and Impact of Department Programs

## INF

- 1997 INF-18 Digest of Laws of 1997 Relating to Social Services
- 1997 INF-17 DSS-4148D: Supplement to Client Information Books DSS-4148A, 4148B, and 4148C
- 1997 INF-16 Model Drug and/or Alcohol Assessment Form for Public Assistance
- 1997 INF-14 Obsolete Form: DSS-4232; "JOBS (Job Opportunities and Basic Skills Training Program)" Form
- 1997 INF-12 Revisions of the Quarterly Report (DSS-4310) and the Follow-Up to the Quarterly Report (DSS-4310A) and (DSS-4310A NYC)
- 1997 INF-10 State Assumption of Local Districts' Share of Supplemental Payments
- 1997 INF-09 Automated Finger Imaging System (AFIS) Policy Clarifications
- 1997 INF-07 Revision of DSS-3604: "Notification of ADC Change"
- 1997 INF-06 District of Fiscal Responsibility
- 1997 INF-05 Consolidated Services Plan: 1997 Income Eligibility Standards
- 1997 INF-04 Temporary Assistance to Needy Families (TANF) State Plan
- 1997 INF-03 The 1997 New York State and Federal Earned Income Credit Campaign
- 1997 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1996

## LCM

- 1997 LCM-68 Preventive Services: Reduction/Waiver of Maintenance of Effort (MOE) Penalty Amount
- 1997 LCM-65 1998 Holiday Schedule
- 1997 LCM-64 1997 Federal Family Violence Prevention and Services Act Grant
- 1997 LCM-63 Welfare Reform Academy Teleconferences
- 1997 LCM-61 Expansion of the Child Assistance Program (CAP)
- 1997 LCM-56 Recoupments, Screen 6 Changes and Attachment
- 1997 LCM-52 Welfare Reform Act of 1997

- 1997 LCM-51 Federal Changes in SSI Eligibility for Children
- 1997 LCM-49 Local District Training CAP
- 1997 LCM-44 Agency-Based Voter Registration (Motor Voter) Training Program
- 1997 LCM-42 Local District Closings
- 1997 LCM-38 Temporary Assistance to Needy Families (TANF) State Plan
- 1997 LCM-37 SSN Validation
- 1997 LCM-32 Notice to Certain Disabled Children Affected by Welfare Reform
- 1997 LCM-31 Tax Refund Offset Program (FTROP)
- 1997 LCM-23 Home and Community-Based Services Waiver for Persons with Traumatic Brain Injuries (HCBS/TBI Waiver): New Recipient Restriction/Exception Code for Waiver Participants
- 1997 LCM-22 Revised Disability Criteria for Children
- 1997 LCM-21 Food Stamp Eligibility for Non-Citizens Prior to April 1, 1997
- 1997 LCM-20 Waiver of Food Stamp ABAWD Eligibility Requirements
- 1997 LCM-14 New SSAIAR Procedures for Large Past-Due SSI Payments and Dedicated Accounts
- 1997 LCM-07 Home and Community-Based Services Waiver for Persons with Traumatic Brain Injuries (HCBS/TBI Waiver): Authorization, Provision and Payment of Transportation
- 1997 LCM-01 Tax Refund Offset Process – 1997 General Instructions

**1996**

## ADM

- 1996 ADM-20 Responsibilities of Homeless Individuals and Families
- 1996 ADM-13 Limitations on Home Relief Benefits for New Residents (Cancelled)
- 1996 ADM-09 Utility Arrears Repayment Agreement
- 1996 ADM-08 OBRA'93 Provisions on Transferees and Trusts
- 1996 ADM-07 Refugee Cash and Medical Assistance Program (RCA & RMA)
- 1996 ADM-05 Article VII Changes – 1995/96 State Budget
- 1996 ADM-04 The Automated Finger Imaging System (AFIS) for Public Assistance

## INF

- 1996 INF-29 Digest of Laws of 1996 Relating to Social Services
- 1996 INF-28 Questions and Answers from the Drug and Alcohol Statewide Regional Meetings, the Introduction of Four New Forms That Will Assist Local Districts In Working With Their Client Population, and the Obsolescence of DSS-2355 and DSS-2356
- 1996 INF-26 Revisions to Applications (DSS-2921, DSS-2921NYC), Recertification Forms (DSS-3174, DSS-3174NYC) and their "How to Complete" Publications (PUB-1301, PUB-1301 NYC, PUB-1313, PUB-1313 NYC)
- 1996 INF-22 Revision of DSS-4398: "WMS Non-Services Code Cards" (October 1995 Update) (Upstate Only)
- 1996 INF-21 Home and Community-Based Services Waiver for Persons with Traumatic Brain Injuries (HCBS/TBI Waiver)
- 1996 INF-19 Paper Reduction/Reports Distribution
- 1996 INF-16 Implementation of the Revised DSS-876: "Request For Forms or Publications" (Rev. 2/96)
- 1996 INF-12 Obsolete Form: DSS-4158: "Home Relief Notification of Job Readiness and The Right To Contest" (Rev. 8/93)
- 1996 INF-11 Temporary Assistance Forms Implemented, Revised or Made Obsolete in 1995
- 1996 INF-05 Revision of DSS-4231: "Option To End Your

## Sanction"

- 1996 INF-04 Blue Book Internet Project
- 1996 INF-01 Annual Index of Administrative Directives and Informational Letters for 1995

## LCM

- 1996 LCM-111 1997 Holiday Schedule
- 1996 LCM-110 FY 1996/97 Maximum State Aid Rates (MSARs) For Foster Care Programs and SED Approved Residential Schools for the Period September 1, 1996 – June 30, 1997
- 1996 LCM-108 Adult Care Facilities: Prohibition of Referrals to Certain Facilities
- 1996 LCM-107 FY 1996/97 Maximum State Aid Rates (MSAR) for Foster Care Programs and In-State Approved Private Schools for the Period July 1, 1996-August 31, 1996
- 1996 LCM-106 Competency-Based Training
- 1996 LCM-105 1996/97 Committee on Special Education (CSE) Maintenance Rates for Approved Schools Located Out-of-State
- 1996 LCM-104 Child and Adolescent Sexual Offense Medical Protocol
- 1996 LCM-103 New Address and Telephone Numbers for State MA Disability Review Team
- 1996 LCM-102 Claiming Instructions - \$50 Child Support Disregard
- 1996 LCM-100 Annual Implementation Report of the Consolidated Services Plan
- 1996 LCM-99 Supplemental Security Income (SSI) Cost of Living Adjustment for Family Type Home for Adults Residents
- 1996 LCM-98 Notification of the Lack of Federal Funding for the Non-Federal Costs of ADC Type Refugees
- 1996 LCM-87 National Association of Counties Teleconference "Counties and the New Welfare Law"
- 1996 LCM-86 Federal Welfare Reform "Food Stamp Eligibility of Aliens"
- 1996 LCM-85 Lottery Intercept Program
- 1996 LCM-83 Food Stamp Impact of New Federal Welfare Law
- 1996 LCM-76 State Assumption of Local Districts' Share of Supplemental SSI Payments
- 1996 LCM-75 Local District Training CAP
- 1996 LCM-72 1995 Domestic Violence Annual Report
- 1996 LCM-64 Interjurisdictional Contact Staff List
- 1996 LCM-63 Revised Reimbursement Ceilings for Social Services for the Period, October 1, 1995 Through September 30, 1996
- 1996 LCM-62 Food Stamp Error Rate for FFY 1995
- 1996 LCM-59 1996-97 Domestic Violence State Aid Rates (DVSAR) for Domestic Violence Residential Programs In New York City
- 1996 LCM-58 Update to Emergency Assistance to Families Claiming for JD/PINS
- 1996 LCM-57 NYPWA Summer Conference Broadcast Schedule July 24-25, 1996
- 1996 LCM-48 Department Restructuring
- 1996 LCM-47 TASA Client Outcomes
- 1996 LCM-45 Employees Separated from Employment Due to Domestic Violence
- 1996 LCM-29 Local District Clearances
- 1996 LCM-26 Department Report to Governor Pataki
- 1996 LCM-23 Congregate Care Directory
- 1996 LCM-21 Authorizing EAF For Services Provided By Non-DSS Agencies
- 1996 LCM-18 Teleconference Series: "The Changing Role of the Supervisor" March 20, May 1 & May 29, 9:00 AM – 11:30

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- 1996 LCM-17 DSS-3214 "Claims Against Households" Retention Amounts
- 1996 LCM-14 FS Error Rate/Sanction for FFY '94
- 1996 LCM-12 AFDC Error Rate/Sanction for FFY '94
- 1996 LCM-11 1996 Domestic Violence State Aid Rates (DVSAR) for Domestic Violence Residential Programs in New York State
- 1996 LCM-08 1996-1997 Executive Budget Welfare Presentation
- 1996 LCM-06 NYPWA Winter Conference Broadcast Schedule February 1-2, 1996

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## ADM

- 1995 ADM-24 Home Visits for Public Assistance Eligibility and Continuing Eligibility
- 1995 ADM-20 Food Stamps: Stipulation and Order of Settlement in Huberman, et al. v. Espy, et al.
- 1995 ADM-15 Food Stamp Program Implications of the Mickey Leland Childhood Hunger Relief Act
- 1995 ADM-10 The Automated Finger Imaging System (AFIS) for Home Relief
- 1995 ADM-09 PA Budgeting: The Treatment of New York State Disability Benefits
- 1995 ADM-08 Food Stamps: Selection of Head of Household for Employment Purposes
- 1995 ADM-05 SSI Case Correction Procedure: Use of Form SSA-3911 (Cancels 79-ADM-72)
- 1995 ADM-04 Public Assistance and Medical Assistance Benefits for Infants Residing With Their Incarcerated Mothers
- 1995 ADM-03 Education Transportation for Homeless Children
- 1995 ADM-01 National Voter Registration Act

## INF

- 1995 INF-53 Revision of DSS-3087: "Application/Recertification Guide Dog Food Program" Form and DSS-3097: "Recertification Cover letter for DSS-3087"
- 1995 INF-51 Revision of the Quarterly Report (DSS-4310) and the Follow-Up to the Quarterly Report (DSS-4310A) and (DSS-4310A NYC)
- 1995 INF-50 Consolidated Services Plan: 1996 Income Eligibility Standards
- 1995 INF-46 Revision of Client Information Books
- 1995 INF-45 Digest of Laws of 1995 Relating to Social Services
- 1995 INF-43 Emergency Home Relief Shelter Arrears Policy and Repayment Agreement
- 1995 INF-41 Food Stamps: Clarification of Treatment of Earned Income Tax Credit (EITC) as a Resource and Introduction of EITC Desk Chart
- 1995 INF-40 Food Stamps Expedited Authorization Report (WINR 3195 Expedited Food Stamps)
- 1995 INF-39 Revision of "How to Apply for Food Stamps If You Are Also Applying For SSI/Are Getting SSI/Are Living In A Group Home..." Booklet (DSS-3035A)
- 1995 INF-35 Food Stamps: SSI or SSDI When Disability is Based on Drug Addition or Alcoholism
- 1995 INF-33 PA Budgeting: Self-Employment Income
- 1995 INF-31 Frequent Reapplications for Emergency Home Relief
- 1995 INF-30 Clarification of the Treatment of Americorps Awards
- 1995 INF-29 Revision of Applications (DSS-2921 and DSS-2921 NYC), Recertification Forms (DSS-3174 and DSS-3174 NYC) and Food Stamp Applications for SSI Recipients and Group Living Residents (DSS-3035 and DSS-3035 NYC)
- 1995 INF-28 Economic Security Forms Implemented, Revised

- or Made Obsolete in 1994
- 1995 INF-27 Federal OSHA Regulations on Blood Borne Pathogens
- 1995 INF-24 Revision of "Action Taken On Your Request For Assistance To Meet An Immediate Need Or A Special Allowance" (DSS-4002) (Rev. 9/94)
- 1995 INF-22 FS: Students on Meal Programs and Eligibility of Students Campus Housing
- 1995 INF-20 The Family Protection and Domestic Violence Intervention Act
- 1995 INF-19 Quarterly Reporting System (QRS) Questions and Answers
- 1995 INF-16 Revision of "Shelter Verification" Form (DSS-3668)
- 1995 INF-12 Treatment of Americorps Awards
- 1995 INF-11 Crime Victims Compensation
- 1995 INF-08 Revision of Applications (DSS-2921 and DSS-2921 NYC), Recertification Forms (DSS-3174 and DSS-3174 NYC) and Accompanying "How To Complete" Publications (Pub. 1301, 1301 NYC, 1313 and 1313 NYC) and Food Stamp Application for SSI Recipients and Group Living Residents (DSS-3035 and DSS-3035 NYC)
- 1995 INF-07 Emergency Assistance to Families (EAF) Reminders
- 1995 INF-05 Direct Shelter and Child Care Payments
- 1995 INF-04 Revision of "Determination of Eligibility For Emergency Assistance To Families (EAF)" (DSS-4403) (Rev. 10/94)
- 1995 INF-03 The 1995 New York State and Federal Earned Income Credit Campaign
- 1995 INF-02 Revision to Budget Worksheet – Public Assistance (DSS-548)
- 1995 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1994

## LCM

- 1995 LCM-138 Emergency Assistance to Families Claiming for JD/PINS
- 1995 LCM-134 1996 Holiday Schedule
- 1995 LCM-132 HR Requirements to Sign Agreement and Assignment Forms
- 1995 LCM-129 Reimbursement Ceilings for Social Services for the Period of October 1, 1995 Through September 30, 1996
- 1995 LCM-128 Additional Office of Administrative Hearings Staff Chargeback
- 1995 LCM-126 ADC Minors – Living Arrangements
- 1995 LCM-123 SFY 1995/96 Preventive Services MOE Amounts for Social Services Districts Spending Under the Family and Children's Services Block Grant
- 1995 LCM-119 Congregate Care Directory
- 1995 LCM-114 National Voter Registration Act
- 1995 LCM-108 Family and Children's Services Block Grant
- 1995 LCM-104 Paper Reduction/Reports Survey
- 1995 LCM-97 Teleconference: "Staying Balanced During Stress and Change", October 18, 1995, 9:00 AM – 11:30 AM
- 1995 LCM-94 Questions and Answers From the May 3, 1995 Teleconference on Changes to the Local District Claiming Schedules
- 1995 LCM-88 Claiming Instructions For The Finger Imaging Demonstration Project
- 1995 LCM-78 Treatment of Student Grants When Determining the Need for Supportive Services
- 1995 LCM-75 Announcement of the Availability of Federal Funds for "Changing the Culture of Welfare" Demonstration Projects
- 1995 LCM-66 1995 Domestic Violence State Aid Rates

(DVSAR) for Domestic Violence Residential Programs In New York State

- 1995 LCM-58 1994 Domestic Violence Annual Report
- 1995 LCM-54 Emergency Assistance to Families (EAF) for Division for Youth Placements
- 1995 LCM-42 Updated information Concerning Velasquez v. Bane
- 1995 LCM-30 Congregate Care Directory
- 1995 LCM-26 Training Session for Changes to the Financial Claim Schedules
- 1995 LCM-17 Food Stamp Computer Assisted Instruction (CAI)
- 1995 LCM-09 Interim Assistance Reimbursement for New Drug/Alcohol SSI Recipients
- 1995 LCM-07 Report of District Organization and Operation – Staffing Schedule (Form DSS-1023)
- 1995 LCM-03 National Voter Registration Act

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## ADM

- 1994 ADM-20 Preventing Homelessness and Providing Assistance to Homeless Persons
- 1994 ADM-17 Treatment of Personal Needs Allowance of Institutional Persons and Disposition Upon Death
- 1994 ADM-15 Food Stamps: Expansion of Definition of Food Stamp Eligibles Who Reside in Certain Group Living Arrangements
- 1994 ADM-13 Deeming of Parental Income to SSI-Related Children
- 1994 ADM-11 Domestic Violence: Eligibility and Payment for Residential Services for Victims
- 1994 ADM-10 Budgeting of a Home Relief (HR) Case When a Legally Responsible Relative in Receipt of Supplemental Social Security Income (SSI) is in the Household (Rive vs. Perales)
- 1994 ADM-05 Writing off Uncollectible amounts from closed cases
- 1994 ADM-01 Interim Assistance Reimbursement (IAR) for Non-IV-E Child Welfare (CW) Benefits

## INF

- 1994 INF-58 FS: Medical Deductions Clarification
- 1994 INF-56 PA and FS Budgeting: Initial Earnings
- 1994 INF-54 Revision to ABEL Input Sheet (DSS-3570A)
- 1994 INF-51 Revision to DSS-3959, "Food Stamp Excess net Income Narrative"
- 1994 INF-49 Duplicate Rent Payments
- 1994 INF-47 Revision of Follow-Up To The Quarterly Reports (DSS-4310A and DSS-4310A NYC)
- 1994 INF-46 Digest of Laws of 1994 Relating to Social Services
- 1994 INF-45 PA Budgeting and Case Category for Joint Custody Cases
- 1994 INF-44 Revision of Mandatory Client Notice "Repayment of Interim Assistance Notice" (DSS-2425)
- 1994 INF-43 Obsolescence of Food Stamp Client Notices DSS-4050, DSS-4051 and DSS-4052
- 1994 INF-40 Microenterprises and Public Assistance Recipients
- 1994 INF-39 Revision of DSS-4398: "WMS Non-Services Code Cards" (April 1994 Update) (Upstate Only)
- 1994 INF-38 Revision of "Shelter Verification" Form (DSS-3668)
- 1994 INF-37 Revision of "Life Insurance Information Request – Prudential and Metropolitan" Form (DSS-1410)
- 1994 INF-36 Revised "Programmatic Action Regulations Guide" DSS-4168
- 1994 INF-35 Obsolescence of the 7/91 (Brown) Upstate Version of the "Recertification For PA, MA, FS" (DSS-3174) and the 7/91 (Brown) Upstate Version of the "How To Complete...Recertification" (Pub. 1313)

- 1994 INF-34 Introduction of New Informational Book DSS-3035A to Accompany the DSS-3035/DSS-3035 NYC "Food Stamp Application for SSI Recipients and Group Living Residents"
  - 1994 INF-33 Expedited Food Stamps
  - 1994 INF-32 Revision of "Determination of Eligibility For Emergency Assistance To Families (EAF)" (DSS-4403) (Rev. 5/94)
  - 1994 INF-29 Food Stamps: Child and Adult Care Food Program Payments
  - 1994 INF-27 Economic Security Forms Implemented, Revised or Made Obsolete in 1993
  - 1994 INF-23 Food Stamps: Deduction for Recurring Medical Expenses
  - 1994 INF-22 Obsolescence of "Right To Claim Good Cause For Refusal To Cooperate With Child Support Enforcement (Second Notice)" (DSS-4280)
  - 1994 INF-18 Revision of "School Attendance Verification" Form (DSS-3708)
  - 1994 INF-16 Food Stamps Clarification of Effective Date of a Timely Adverse Action Notice
  - 1994 INF-13 Revision to the Quarterly Report (DSS-4310)
  - 1994 INF-11 Intentional Program Violation (IPV) – Regional Meetings Questions and Answers
  - 1994 INF-10 Food Stamps: Waiver of In-Office Interviews for Certain Applicants
  - 1994 INF-09 Limitations on HR for New Residents – Standards of Payment Update
  - 1994 INF-05 Revision of Public Assistance ABEL Budget Narrative (DSS-3951) (Rev. 11/93)
  - 1994 INF-04 Revision of Food Stamp Application for SSI Recipients and Group Living Residents (DSS-3035) and (DSS-03035 NYC) (Rev. 9/93)
  - 1994 INF-03 The 1994 Earned Income Credit Campaign
  - 1994 INF-02 Combining of "Good Cause" Forms (DSS-4279 and DSS-4280) into Revised Single Form (DSS-4279, Rev. 9/93)
  - 1994 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1993
- LCM**
- 1994 LCM-155 Reimbursement Ceilings for Social Services for the Period of October 1, 1994 Through September 30, 1995
  - 1994 LCM-154 Congregate Care Directory
  - 1994 LCM-153 Domestic Violence: Questions and Answers
  - 1994 LCM-148 National Voter Registration Act Supplies
  - 1994 LCM-145 Tax Refund Offset Process – 1995 General Instructions
  - 1994 LCM-139 1995 Holiday Schedule
  - 1994 LCM-133 Front End Detection System Teleconference Issues
  - 1994 LCM-129 Food Stamp Data Analysis Report with Upstate Case Detail for 10/1/92 through 9/30/93
  - 1994 LCM-119 AFDC Errorrate/Sanction for FFY '91
  - 1994 LCM-112 Congregate Care Directory
  - 1994 LCM-106 Providing Local District Job Opportunities for Public Assistance Applicants/Recipients
  - 1994 LCM-104 National Voter Registration Act
  - 1994 LCM-91 Teleconference on Front End Detection System – September 30, 1994
  - 1994 LCM-81 Velasquez Injunction Required Action with Respect to Poverty Level Respondents
  - 1994 LCM-70 1994 Domestic Violence State Aid Rates (DSVAR) for Domestic Violence Residential Programs in New York State
- 1994 LCM-54 Three Informational Brochures
  - 1994 LCM-53 Implementation of Emergency Assistance to Families (EAF) in Child Welfare
  - 1994 LCM-50 1993 Domestic Violence Annual Report
  - 1994 LCM-41 Teenage Custodial Parents
  - 1994 LCM-29 Food Stamp Employment and Training (FSE&T) Work Experience Programs
  - 1994 LCM-15 Reimbursement Ceilings for Social Services for the Period October 1, 1993 Through September 30, 1994
  - 1994 LCM-05 RFI High Risk Report
- 1993**
- ADM**
- 1993 ADM-39 Use of EAF for the Provision of Services Revised September 30, 1996
  - 1993 ADM-38 Public Assistance Category Clarification
  - 1993 ADM-35 Shelter Arrears Payments Above Shelter Maximums for Recipients of Aid to Dependent Children and Home Relief and Revised Method of Calculating Income Under Emergency Home Relief
  - 1993 ADM-34 Foster Care and Adoption Assistance: Eligibility Under Title IV-E, Emergency Assistance for Families (EAF), and the Supplemental Security Income Program (SSI)
  - 1993 ADM-33 Filing Unit: Adding Persons Reported or Found to Be in The Household
  - 1993 ADM-31 Filing Unit: Social Security Benefits Received by Children and Their Parents
  - 1993 ADM-26 Social Services District Implications of Chapter 713 of the Laws of 1981 (Home Energy Fair Practices Act)
  - 1993 ADM-24 Model Contract for Local Purchase of Residential Domestic Violence Services Agreements
  - 1993 ADM-21 Utilization of Veteran's Benefits as a Resource
  - 1993 ADM-20 DSS-2642 Documentation Requirements
  - 1993 ADM-14 New Procedures for Eligibility Workers Regarding Inquiry of Third Party Resources
  - 1993 ADM-13 Public Assistance Alien Sponsor Deeming Modified by the Minino and Ruiz vs. Perales Decision
  - 1993 ADM-10 Public Assistance Consolidated Policy on Securing Housing
  - 1993 ADM-09 Quarterly Reporting System (QRS)
  - 1993 ADM-08 Disqualifications for Intentional Program Violations
  - 1993 ADM-07 PA and MA Eligibility: Changes in ADC-U Eligibility Requirements
  - 1993 ADM-05 Public Assistance Eligibility: Retroactive Payment Process (DeAllaume vs. Perales)
  - 1993 ADM-04 Furnishing of Social Security Numbers as a Condition of Public Assistance Household Eligibility
  - 1993 ADM-02 Public Housing: Changes to Shelter Allowances
- INF**
- 1993 INF-49 Digest of Laws of 1993 Relating to Social Services
  - 1993 INF-48 EAF Policy Clarifications, New EAF Authorization, and Questions and Answers on Training of Federal Maximization of ADC and EAF for PG-ADC Cases
  - 1993 INF-46 Introduction of "PA and FS Citizenship/Alien Status Desk Aid" (DSS-4404)
  - 1993 INF-45 Revisions to Mandatory Client Notices
  - 1993 INF-42 Revision of Follow-Up To The Quarterly Reports (DSS-4310A and DSS-4310A NYC)
  - 1993 INF-40 Revision of Certification Guide (DSS-3570)
  - 1993 INF-39 Meningitis Outbreak
  - 1993 INF-34 Department of Housing and Community Renewal (DHCR) Regulation on Security Agreements in Public Housing
  - 1993 INF-30 Social Security Enumeration

- 1993 INF-29 Restaurant Allowances When Three Meals Are Provided
- 1993 INF-28 Revision to ABEL Input Sheet (DSS-3570A)
- 1993 INF-27 Revision of "Food Stamp Change Report Form" (DSS-3151) Rev. 3/93
- 1993 INF-26 Revision of Client Information Books: DSS-4148A – "What You Should Know About Your Rights and Responsibilities (When Applying For or Receiving Social Services)", DSS-4148B – "What You Should Know About Social Services Programs", DSS-4148C – "What You Should Know If You Have An Emergency"
- 1993 INF-25 Revision of DSS-4398: "WMS Non-Services Code Cards" (December, 1992 Update)
- 1993 INF-23 Revision of Mandated "Public Assistance Recertification – Medical Assistance Status" (DSS-2114)
- 1993 INF-22 Economic Security Forms Implemented, Revised or Made Obsolete in 1992
- 1993 INF-18 Clarification of Lump Sum Policy for Retroactive SSI Recipients
- 1993 INF-12 Interim Assistance Reimbursement (IAR) for More Than One Social Services District
- 1993 INF-11 PA Cost Containment: Implementation of Certain Provisions of Chapter 41 of the Laws of 1992 – Questions and Answers
- 1993 INF-10 Electronic Benefit Issuance and Control System (EBICS) Questions and Answers
- 1993 INF-09 The 1993 Earned Income Credit Campaign
- 1993 INF-08 Food Stamp Income Exclusions: National Community Service Act Funds
- 1993 INF-07 Revision of Applications is (DSS-2921 and DSS-2921 NYC) and Accompanying "How to Complete" Publications (PUB.1301 and PUB. 1301 NYC) and "Declaration of Citizenship/Immigration Status" Form (DSS-4060)
- 1993 INF-03 Questions and Answers from May 21, 1992 Teleconference on Immediate Needs
- 1993 INF-02 Revision of "Shelter Verification" Form (DSS-3668)
- 1993 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1992

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- 1993 LCM-180 Survey Regarding Public Assistance and Food Stamp Source Books (PASB and FSSB)
- 1993 LCM-177 Termination of Toll-Free General Information Number; Change in County Line Number
- 1993 LCM-176 1994 Holiday Schedule
- 1993 LCM-162 Equipment Stolen From or Damaged in Local District Sites
- 1993 LCM-158 Treatment of Accelerated Life Insurance Payments
- 1993 LCM-150 Clarification to 93 LCM-26 dated March 22, 1993, on HIV/AIDS Confidentiality
- 1993 LCM-147 Food Stamp Provisions of the 1993 Omnibus Budget Reconciliation Act: Mickey Leland Childhood Hunger Relief Act
- 1993 LCM-141 Social Services Block Grant Report and IV-B Plan for 1993 – 1997
- 1993 LCM-138 Fraud Prevention Booklet
- 1993 LCM-137 Updated 1993 Holiday Schedule
- 1993 LCM-136 1993 Domestic Violence State Aid Rates (DVSAR) for Domestic Violence Residential Programs in New York State
- 1993 LCM-132 1993 Forms Survey
- 1993 LCM-127 National Voter Registration Act of 1993 ("Motor Voter")

- 1993 LCM-124 1992 Domestic Violence Annual Report
- 1993 LCM-120 Food Stamp Nutrition Education
- 1993 LCM-111 Group Recertification Teleconference
- 1993 LCM-99 Providing Food Stamp and ADC Program Participation Information to Local School Authorities
- 1993 LCM-97 "Kids Have Rights and Responsibilities Too: Legal Rights for Adolescents" Manual
- 1993 LCM-65 Reimbursement Ceilings for Social Services for the Period October 1, 1992 Through September 30, 1993
- 1993 LCM-58 Food Stamp Data Analysis Report for 10/1/91 through 9/30/92
- 1993 LCM-23 NYPWA Winter Conference: Distribution of Materials
- 1993 LCM-20 Food Stamp Reinvestment Plan
- 1993 LCM-14 Food Stamp Sanction Settlement
- 1993 LCM-04 Lashieka Jackson vs. Perales: The Effect of the Filing Unit of the Lifting of The Jackson Injunction (83 ADM-7)
- 1993 LCM-02 NYPWA Committee Day Meetings: Distribution of Materials

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- 1992 ADM- 47 HEAP and Eligibility for the Food Stamp Standard Utility Allowances (SUA's)
- 1992 ADM-46 Shelters for Families: Pre-Approval Process
- 1992 ADM-44 Transfer of Resources: Changes in the Method of Calculating Transfer Penalty Periods
- 1992 ADM-43 Disregard of Loans for ADC Public Assistance Cases
- 1992 ADM-42 Public Assistance Budgeting: Treatment of Adoption Subsidies
- 1992 ADM-41 Quality Control Reviews: Penalty for Non-Cooperation
- 1992 ADM-40 Pursuing Support for Home Relief Applicants/Recipients and Revision of Related Forms (DSS-4279 and DSS-4280)
- 1992 ADM-39 Reimbursement Ceilings for Social Services for the Period October 1, 1991 Through September 30, 1992
- 1992 ADM-37 Home Relief (HR) Plan of Self-Support
- 1992 ADM-33 Front End Detection Systems (FEDS)
- 1992 ADM-31 Filing Unit Rules for Sanctioned Persons
- 1992 ADM-30 PA Budgeting: Prorating Grants According to Date Specific Eligibility Rules
- 1992 ADM-29 Centralized SSI Referral and Tracking Process
- 1992 ADM-28 Revisions to Home Relief (HR) Employment Program Requirements
- 1992 ADM-26 PA cost containment Implementation of Certain provisions of Chapter 41 of the Laws of 1992
- 1992 ADM-22 Required Corrective Action Plan
- 1992 ADM-20 PA Budgeting: Income of Sanctioned Public Assistance Recipients
- 1992 ADM-19 Absent Parent/Legally Responsible Relative Subrogation
- 1992 ADM-17 PA Budgeting: Lump Sum Notification Procedures
- 1992 ADM-10 Requirement for Declaration of Citizenship/Immigration Status – Change in Food Stamp Requirement
- 1992 ADM-09 Food Stamps: Income Exclusion for Homeless Households in Transitional Housing
- 1992 ADM-07 Treatment of Lump Sum Workers' Compensation Awards
- 1992 ADM-06 Treatment of Earned Income Tax Credit (EITC)
- 1992 ADM-03 Food Stamps: Failure to Comply with Employment and Training Requirements (Non-Head of Household)
- 1992 ADM-02 ADC for Children Residing With Non-Related

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- 1992 INF-57 Revised "Programmatic Action Regulations Guide" DSS-4168
- 1992 INF-53 Digest of Laws of 1992 Relating to Social Services
- 1992 INF-52 Revisions to "Action Taken On Your Request for Assistance To Meet An Immediate Need Or A Special Allowance" (DSS-4002)
- 1992 INF-49 Introduction of Combined Recertification Form (DSS-3174) and Accompanying "How To Complete" Publication (Pub. 1313)
- 1992 INF-48 Home Relief Drug/Alcohol Abuse Sanctions – Questions and Answers
- 1992 INF-46 Revisions to Mandatory Client Notices
- 1992 INF-45 PA, MA, and FS Treatment of Escrow Accounts Under the Family Self-Sufficiency (FSS) Program Administered by the Department of Housing and Urban Development (HUD)
- 1992 INF-42 Revision of Continuous Pinfeed Version of "Notice of Intent to Change Benefits: PA, FS, MA Coverage and Services (Timely and Adequate)" (DSS-4015C)
- 1992 INF-38 Revision of Two Food Stamp ABEL Budget Narratives (DSS-3959 and DSS-3961)
- 1992 INF-39 Revision to ABEL Input Sheet (DSS-3570A)
- 1992 INF-37 Revision to Public Assistance ABEL Budget Narratives
- 1992 INF-34 Revision to Mandatory Client Notices
- 1992 INF-31 Revision of "Shelter Verification" Form (DSS-3668)
- 1992 INF-30 Revision of Mandated "Public Assistance Recertification – Medical Assistance Status" (DSS-2114)
- 1992 INF-28 Income Maintenance Forms Implemented, Revised or Made Obsolete in 1991
- 1992 INF-24 Revision of Certification Guide (DSS-3570)
- 1992 INF-22 Food Stamp Program: Processing of and Revisions to Form DSS-2291 (Rev. 10/91), Statement of Non-Receipt of Food Stamp Benefits
- 1992 INF-21 Verification of Social Security Numbers
- 1992 INF-17 Revision to Budget Worksheet – Public Assistance (DSS-548) (Rev. 12/91)
- 1992 INF-16 Food Stamp Treatment of Payments to Qualified Organizations Serving as Representative Payees in the SSI Program
- 1992 INF-12 The 1992 Earned Income Credit Campaign
- 1992 INF-09 Verifying Eligibility: Special Determinations for Public Assistance Cases
- 1992 INF-08 Public Assistance Paternity Acknowledgment
- 1992 INF-07 Verification of Information Maintained by Banks and Financial Institutions
- 1992 INF-06 Revision to Budget Worksheet – Public Assistance (DSS-548) (Rev. 12/91)
- 1992 INF-03 Revision of Continuous Pinfeed Version of "Notice of Intent to Change Benefits: PA, FS, MA Coverage and Services (Timely and Adequate)" (DSS-4015C)
- 1992 INF-02 Revision to ABEL Input Sheet (DSS-3570A)
- 1992 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1991

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- 1992 LCM-197 Review of Local Rules, Regulations and Procedures 18NYCRR 300.6 – New Contact Person
- 1992 LCM-193 Tax Refund Offset Process – 1993 General Instructions
- 1992 LCM-190 1993 Holiday Schedule
- 1992 LCM-182 Supplemental Security Income (SSI) Cost of Living Adjustment for Family Type Home for Adults Residents

- 1992 LCM-175 Quarterly Client Contact
- 1992 LCM-168 NYPWA Committee Meeting: Distribution of Materials
- 1992 LCM-149 NYPWA Committee Meetings: Distribution of Materials
- 1992 LCM-140 Final AFDC Data Analysis Report for 10/1/90 Through 9/30/91
- 1992 LCM-122 Electronic Benefit Issuance and Control System (EBICS) PIN Security Requirements
- 1992 LCM-116 Client Informational Material – Forty Five Day Waiting Period for Home Relief Applicants
- 1992 LCM-112 Recovery of Security Deposits from Landlords
- 1992 LCM-106 Providing Food Stamp and ADC Program Participation Information to Local School Authorities
- 1992 LCM-104 Domestic Violence: Questions and Answers
- 1992 LCM-103 1991 Domestic Violence Annual Report
- 1992 LCM-93 Resource File Integration
- 1992 LCM-59 Twelve Month Food Stamp Data Analysis Report with Upstate Case Detail for 10/1/90 through 9/30/91
- 1992 LCM-34 1992 Domestic Violence State Aid Rates (DVSAR) for Domestic Violence Residential Programs in New York State
- 1992 LCM-24 Photo ID's – CBIC Cards EMEVS Processing
- 1992 LCM-22 Photo ID Requirements for AFSI Phase III (EBICS)
- 1992 LCM-06 Non-Residential Services for Victims of Domestic Violence
- 1992 LCM-04 Availability of IM Publications in the Electronic Library (ELIB)

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- 1991 ADM-49 Reimbursement for Burials
- 1991 ADM-45 Recovery/Recoupment of Security Deposits or Security Agreements, Finders/Brokers' Fees and Moving Expenses Due to Non-Payment of Rent
- 1991 ADM-44 Changes to Home Relief (HR/PG-ADC) Drug Alcohol Rehabilitation Requirements
- 1991 ADM-43 Emergency Home Relief Income Eligibility Criteria and Other Changes to the Emergency Home Relief Program
- 1991 ADM-41 Food Stamps: Replacement of Coupons and Food
- 1991 ADM-40 Public Assistance (IV-A), Medical Assistance (MA) and Family and Children Services (F&CS) Interface With Child Support Enforcement (IV-D)
- 1991 ADM-29 Essential Persons
- 1991 ADM-25 Section 8: Amendment to Department Regulation 352.3(d) and the Effect of PA households in Section 8 Rent Subsidy programs
- 1991 ADM-23 Treatment of German Reparation Payments Received by Institutionalized Individuals
- 1991 ADM-09 Cancellation of Outdated or Duplicative Administrative Directives
- 1991 ADM-06 PA and FS Disregards: Treatment of Agent Orange Payments
- 1991 ADM-03 Fuel Allowances for Dependent Children Residing with Self-Maintaining Non-Legally Responsible Caretakers (McMullen vs. Perales, et al.)
- 1991 ADM-01 Public Assistance Shelter and Fuel Needs for Children in Foster Care

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- 1991 INF-69 Revision of Applications and Recertification Application (DSS-2921, DSS-2921(NYC), DSS-3174), Accompanying "How To Complete" Publications (Pub.1301, Pub. 1301(NYC), Pub. 1313) and "Declaration of Citizenship/Immigration Status" Form (DSS-4060)

- 1991 INF-68 Food Stamps: MA Referral of Persons Termed Disabled to Local District FS Staff
  - 1991 INF-66 Public Assistance Sewer, Water and Garbage Charges
  - 1991 INF-65 Revision to Public Assistance ABEL Budget Narratives (DSS-3951, DSS-3952, DSS-3953, DSS-3954) (Rev. 10/91)
  - 1991 INF-64 Digest of Laws of 1991 Relating to Social Services
  - 1991 INF-62 Consolidated Services Plan, 1992 Income Eligibility Standards
  - 1991 INF-60 Revision of Client Information Books: DSS-4148A – "What You Should Know About Your Rights and Responsibilities (When Applying for or Receiving Social Services)" DSS-4148B – "What You Should Know About Social Services Programs" DSS-4148C – "What You Should Know If You Have An Emergency"
  - 1991 INF-59 Revision of "WMS Non-Services Code Cards (WMS-94)" (September 1991 Update)
  - 1991 INF-58 Clarification of Policy on Income-Producing Property
  - 1991 INF-57 Revisions to Mandatory Client Notices
  - 1991 INF-56 Fair Hearings – Compliance with Favorable Decisions
  - 1991 INF-51 Revised "Programmatic Action Regulations Guide" DSS-4168
  - 1991 INF-49 Food Stamps Quality Control Alert: Failure to Budget Correct Shelter Costs for Households Reporting Changes in HUD Rent Subsidies
  - 1991 INF-48 Food Stamps Policy Clarification Regarding Aged, Blind or Disabled Aliens Under the Immigration and Nationality Act (INA)
  - 1991 INF-47 Food Stamps Quality Control Alert
  - 1991 INF-42 Revision of "Documentation Requirements" (DSS-2642)
  - 1991 INF-41 Use of Uniform Terms and Names
  - 1991-INF-38 Food Stamps: SSI/Food Stamp Joint Processing Procedures
  - 1991 INF-35 Clarification of Requirements to Provide Client Information Books (DSS-4148A – "What You Should Know About Your Rights and Responsibilities (When Applying for or Receiving Social Services)" and DSS-4148B – "What You Should Know About Social Services Programs")
  - 1991 INF-25 Resources File Integration
  - 1991 INF-24 Reduction of Certain Institutionalized Veterans' Pension Benefits
  - 1991 INF-20 The 1991 Earned Income Credit Campaign
  - 1991 INF-19 Revision of Applications and Recertification Application (DSS-2921, DSS-2921(NYC), DSS-3174) and Accompanying "How To Complete" Publications (Pub. 1301, Pub. 1301(NYC), Pub. 1313)
  - 1991 INF-18 Unemployment Insurance Benefits (UIB): Permanent Provision to Extend Benefits to UIB Claimants in Training
  - 1991 INF-17 Digest of Laws of 1990 Relating to Social Services
  - 1991 INF-16 Income Maintenance Forms Implemented, Revised or Made Obsolete in 1990
  - 1991 INF-15 Revision of "Bank Inquiry and Clearance Report" (DSS-760) (Rev.1/91)
  - 1991 INF-12 Filing Unit: A Non-Legally Responsible Caretaker Relative and a Natural Parent Reside with A Minor Dependent Child
  - 1991 INF-10 Introduction of Continuous Pinfeed Version of "Notice of Intent to Change Benefits: PA, FS, MA Coverage and Services (Timely and Adequate)" (DSS-4015C)
  - 1991 INF-08 SSI: Budgeting of Income of Persons Living with ADC Households
  - 1991 INF-07 Monthly Reporting Retrospective Budgeting (MRRB): Prospective Budgeting
  - 1991 INF-06 Food Stamps: Treatment of Federal Pension Income
  - 1991 INF-04 Unemployment Insurance Benefits (UIB): Permanent
  - 1991 INF-03 1990 Income Maintenance Regional Meetings Questions and Answers
  - 1991 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1990
- LCM
- 1991 LCM-218 Individual Categorical Code 04 Military Service of Parent
  - 1991 LCM-212 Domestic Violence Maintenance Grants
  - 1991 LCM-210 Declaration of Citizenship/Alien Status
  - 1991 LCM-181 Payment of Child Care for Employed Caretaker Relatives Prior to the Application of the Child Care Disregard
  - 1991 LCM-149 Domestic Violence, Provisions of Chapter 53 of the Laws of 1991
  - 1991 LCM-139 Preventive Housing Grants
  - 1991 LCM-129 Recovery of Security Deposits from Landlords
  - 1991 LCM-122 Energy Reconciliation Procedures
  - 1991 LCM-111 "Face Facts" Family Violence Prevention Campaign
  - 1991 LCM-91 DSS-3214 "Claims Against Households" Retention Amounts
  - 1991 LCM-80 Increase in Federal Minimum Wage Level
  - 1991 LCM-79 Child Support Pass-Throughs
  - 1991 LCM-60 Disclosure of Information to the U.S. Department of Veterans' Affairs
  - 1991 LCM-55 Reorganization of the Department
  - 1991 LCM-50 Interim Assistance Reimbursement (IAR) Forms: The DSS-3073, SSA-8125 and DSS-2425
  - 1991 LCM-48 Filed Regulation 352.22(o) Filed Regulation 352.22(v) Filed Regulation 504.5
  - 1991 LCM-46 Section 8: Proposed Change to Department Regulation 352.3(d) to Establish a Shelter Schedule for Public Assistance Tenants Who Participate In The Section 8 Certificate Program
  - 1991 LCM-45 Education for Homeless Children
  - 1991 LCM-32 Federal Reimbursement for Cash/Medical Assistance and Administration Under the Refugee/Entrant Assistance Program(R/EAP) for FFY 91
  - 1991 LCM-28 Filed Regulation 352.22(x)
  - 1991 LCM-19 Information on High School Diploma Programs
  - 1991 LCM-17 Fair Hearing Chargebacks
- 1990**
- ADM
- 1990 ADM-45 Emergency Assistance for Adults (EAA) – Permanent Authorization
  - 1990 ADM-44 Recipient Restriction Program Policy Changes
  - 1990 ADM-41 New Client Informational Books: DSS-4148A – "What You Should Know About Your Rights and Responsibilities (When Applying for or Receiving Social Services)" and DSS-4148B – "What you Should Know About Social Services Programs"
  - 1990 ADM-39 Revision of Public Assistance "Undue Hardship" Policy
  - 1990 ADM-38 Public Service Commission Regulations Regard-

- ing Certain Private Waterworks Corporations
- 1990 ADM-23 Food Stamps: Changes in Social Security Number Policy
- 1990 ADM-22 Reimbursement Ceilings for Social Services for the Period October 1, 1989 Through September 30, 1990
- 1990 ADM-19 Preventive Services/Housing Services: Chapter 542 of the laws of 1988
- 1990 ADM-18 ADC and Food Stamps for Individuals in Congregate Care Facilities
- 1990 ADM-17 Mandatory Notice: Disability Determinations
- 1990 ADM-15 Cancellation of outdated or duplicative administrative directives
- 1990 ADM-13 Eligibility Criteria for Emergency Home Relief
- 1990 ADM-08 Emergency Shelter Allowances for Persons with AIDS or HIV-Related Illness Faced with Homelessness
- 1990 ADM-05 Claiming Burial Expenses Under the Aid to Dependant Children(ADC) Program
- 1990 ADM-03 Changes in Earned Income Disregards: Amendments to Department Regulations

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- 1990 INF-67 Revision of "Emergency Assistance For Adults Applicant Statement" (DSS-2921A)
- 1990 INF-66 Revision of "Documentation/Verification Desk Aid" (DSS-3666)
- 1990 INF-65 Revision of Client Information Books: DSS4148A – "What You Should Know About Your Rights and Responsibilities (When Applying for or Receiving Social Services)" and DSS-4148B – "What You Should Know About Social Services Programs"
- 1990 INF-62 Errata 90 INF-62 (Revisions to DSS-3825 and Cancellation of DSS-3824), Transmittal Date November 9, 1990
- 1990 INF-61 Revision of "WMS Non-Services Code Cards (WMS-94)" (August, 1990 Update)
- 1990 INF-57 Revisions to Mandatory Client Notices
- 1990 INF-53 Errata 90 INF-53 (Food Stamp; Complaint Procedures/Requirements) transmittal Date October 1, 1990
- 1990 INF-52 Grants of Assistance to Guide Dogs: Elimination of Quarterly Report (DS-3094)
- 1990 INF-51 Revision of "WMS Employment Subsystem Code Cards" (DSS-3794) (August, 1990 Update)
- 1990 INF-49 Revision of "ADC-U Screening Checklist" (DSS-2502)
- 1990 INF-47 Food Stamp Notice for October 1, 1990 Food Stamp Changes
- 1990 INF-46 Revision of "Emergency Assistance For Adults Applicant Statement" (DSS-2921A)
- 1990 INF-40 Revision of "Documentation Requirements" (DSS-2642)
- 1990 INF-39 Incapacity as an ADC Deprivation Factor
- 1990 INF-34 Revision to Monthly Reporting Data Mailers (DSS-3469; DSS-3469A) and Monthly Reporting Instructions (DSS-3469B; DSS-3469B(S))
- 1990 INF-33 Treatment of Income from Certain Seniors Citizen Programs for Public Assistance, Medical Assistance and Food Stamps
- 1990 INF-32 Revisions to Applications (DSS-2921 and DSS-2921 (NYC))
- 1990 INF-31 The Earned Income Credit Campaign
- 1990 INF-30 Home Relief (HR) Job Search Program Questions and Answers
- 1990 INF-28 Interim Assistance Reimbursement (IAR): Insertion of Recertification Dates onto WMS
- 1990 INF-27 Revision of "School Attendance Verification"

- Form (DSS-3708)
- 1990 INF-26 Food Stamp Program: Revision of Replacement Claim Statement – Food Stamp Program (DSS-2291, Rev. 1/90)
- 1990 INF-25 Revision of "Shelter Verification" Form (DSS-3668)
- 1990 INF-22 SSI: Budgeting of Income for Persons Living with ADC Households
- 1990 INF-21 Revisions to Recertification Application (DSS-3174) and its Companion Publication (PUB-1313)
- 1990 INF-18 Food Stamps: Medicare Part B Premiums as a Medical Deduction
- 1990 INF-17 Revision of Recertification Guide (DSS-3608)
- 1990 INF-13 Revision of "Declaration of Citizenship/Alien Status" form (DSS-4060)
- 1990 INF-09 Revision of Certification Guide (DSS-3570)
- 1990 INF-08 "Programmatic Action Regulations Guide" DSS-4168
- 1990 INF-06 Food Stamp Certification of Self Employed Farmers
- 1990 INF-05 Revision to Food Stamp ABEL Budget Narratives (DSS-3959, DSS-3960, DSS-3961)
- 1990 INF-04 Food Stamp Program Treatment of Child Care Food Program (CCFP) Payments
- 1990 INF-03 Revisions to Applications and Recertification Forms and Their Companion Publications (DSS-2921, 2921(S), 2921(NYC), 2921(NYC)(S), 3174, 3174(S); PUB-1301, 1301(S), 1301(NYC), 1301(NYC)(S), 1313 and 1313(S))
- 1990 INF-02 Public Assistance Security Deposits
- 1990 INF-1 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1989

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- 1990 LCM-204 Collection of Overpayments from Closed Public Assistance Cases
- 1990 LCM-193 Interjurisdictional Local District Contact Person
- 1990 LCM-182 Revised SDX (SSI) Instructions
- 1990 LCM-181 Filed Regulation 352.30(F)
- 1990 LCM-169 Training Fees Increase
- 1990 LCM-168 Local district IV-D Cooperative Agreements
- 1990 LCM-165 Federal Lobbying Act-Certification Requirements
- 1990 LCM-157 Welfare Reform Conference
- 1990 LCM-155 Burials – Itemized Billing
- 1990 LCM-153 Domestic Violence Maintenance Grants
- 1990 LCM-139 NYSDSS Statewide Welfare Reform Conference
- 1990 LCM-135 PA Closing Reports for Notification of Transitional Child Care Benefits
- 1990 LCM-132 Teenage Services Act (TASA)
- 1990 LCM-131 Case Management Reimbursement for AIDS
- 1990 LCM-77 "Face Facts" Family Violence Prevention Campaign
- 1990 LCM-73 AFDC Transitional Housing Demonstration
- 1990 LCM-54 Teenage Services Act Evaluation
- 1990 LCM-48 Income Maintenance Training Institute
- 1990 LCM-42 Earned Income Credit Campaign
- 1990 LCM-41 PG-ADC Case Count Procedures
- 1990 LCM-39 Unapplied/Undistributed Support Collections
- 1990 LCM-37 Effect of the Computer Matching and Privacy Protection Act of 1988 on Automated SDX/WMS Interface (ASWI) Processing
- 1990 LCM-27 Income and Resource Collection Subsystems (IRCS)
- 1990 LCM-22 Child Support Enforcement Referral for Title IV-E Foster Care Cases

- 1990 LCM-18 Lump Sum Retroactive SSI and RSDI Payments
- 1990 LCM-14 PG-ADC Adult Only Cases and Good Cause Claims
- 1990 LCM-13 Aliens and Public Assistance Applications
- 1990 LCM-05 "Face Facts" Family Violence Prevention Campaign

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## ADM

- 1989 ADM-52 Cancellation of Outdated or duplicative Administrative Directives
- 1989 ADM-50 New Regulatory Requirements Regarding Eligibility Mailout Questionnaires
- 1989 ADM-49 15% Increase in the Public Assistance Basic Allowance
- 1989 ADM-44 Home Relief Job Search Program
- 1989 ADM-41 Change of Policy Concerning Public Assistance Budgeting of Income From Roomers and Room and Boarders (Boarder/Lodger Income)
- 1989 ADM-25 Elimination of the Six Month Hotel and Motel Waiver Process
- 1989 ADM-21 Mandatory Client Notices (Public Assistance, Food Stamps, Medical Assistance)
- 1989 ADM-16 Cancellation of Outdated Administrative Directives
- 1989 ADM-12 Transmitting Applications for Social Security Numbers (SS-55) to the Local Social Security Office
- 1989 ADM-9 Notification to Monthly Reporting Households that Return a Late Incomplete Monthly Report Form & Language for Client (Ruffin v. Perales)
- 1989 ADM-06 Public Assistance Additional Allowances Forms (DSS-3813, DSS-3814, & DSS-3815)
- 1989 ADM-02 Home Relief Cash Allowance for Persons in Public Shelters for Adults (Thrower v. Perales)

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- 1989 INF-70 Food Stamps: Budgeting of Certain Student Income
- 1989 INF-67 Food Stamps: Expedited Food Stamp Screening Sheet (DSS-3938)
- 1989 INF-61 Fire Insurance on Client Owned Property
- 1989 INF-60 Non-Public Assistance Food Stamp Notice for the Federal Cost of Living Adjustment in Social Security and Supplemental Security Income (SSI)
- 1989 INF-55 Lump Sums
- 1989 INF-54 Participation by Pregnant Women in Emergency Assistance To Families (EAF)
- 1989 INF-52 State Version of Federal Form SS-5: "Application for A Social Security Card" (DSS-400)
- 1989 INF-51 Revision of "WMS Non-Services Code Cards (WMS-94)" (July, 1989 Update)
- 1989 INF-47 Digest of Laws of 1989 Relating to Social Services
- 1989 INF-46 Food Stamps: Application Processing for Migrant/Seasonal Farm workers
- 1989 INF-45 Treatment of Payments From Youth Education, Employment, and Training Programs
- 1989 INF-34 Food Stamp Policy Regarding Eastern Airlines Strikers
- 1989 INF-32 Payment of Sales Tax for Public Assistance Recipients Placed in Hotels/Motels
- 1989 INF-33 Page Replacements for 89 ADM-18
- 1989 INF-31 Food Stamp Household Composition: Three Generation Household and Living With Siblings
- 1989 INF-30 Revision of "School Attendance Verification"

Form (DSS-3708)

- 1989 INF-29 Revision of "MA/FS Separate Determination Input Form" (DSS-3558)
- 1989 INF-25 Incapacity as an ADC Deprivation Factor
- 1989 INF-22 SSI/SSA: Pursuit of Benefits by Certain Public Assistance Applicants/Recipients
- 1989 INF-18 Food Stamp Standard Utility Allowance and Standard Heating/Air Conditioning Allowance Increases
- 1989 INF-15 SSI Referrals of Individuals Dependent on Alcohol or Drugs
- 1989 INF-14 Digest of Laws of 1988 Relating To Social Services
- 1989 INF-12 Clarification of Alien Issues
- 1989 INF-10 Revision of DSS-3151: "Food Stamp Change Report Form"
- 1989 INF-03 1988-89 Home Energy Assistance Program (HEAP) Questions and Answers
- 1989 INF-2 Revision of WMS-94: "WMS Non-Services Code Cards" (November, 1988 Update)
- 1989 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1988

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- 1989 LCM-170 Claiming Reimbursement of Filing Fees for Court Cases

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## ADM

- 1988 ADM-52 Cancellation of outdated administrative directives
- 1988 ADM-46 July 1, 1988 Increases in the SSI and HR Congregate Care Level II Rates and in the PNA For SSI Recipients in Medical Facilities
- 1988 ADM-43 TEAP: On the Job Training Opportunities in HR and ADC and Impact of the Federal WSP
- 1988 ADM-40 Exclusion of Senior Community Service Employment Program (SCSEP) Income as Food Stamp Income
- 1988 ADM-34 Cancellation of outdated or duplicative administrative directives
- 1988 ADM-37 Public Assistance ABEL Budget Explanations (Narratives)
- 1988 ADM-26 The Use of the PG-ADC Category
- 1988 ADM-06 Comprehensive Employment Report (CER) DSS-3545 (Re 11/87)

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- 1988 INF-81 Clarification of Food Stamp Regional Meetings Questions and Answers
- 1988 INF-78 Revision of DSS-3668: Shelter Verification (Cancelled by 1990, INF-25)
- 1988 INF-75 Burial Spaces/Plots
- 1988 INF-74 Revision of DSS-3666: "Documentation/Verification Desk Aid" (Cancelled by 1991, INF-66)
- 1988 INF-71 Social Security Numbers Issued Prior to January 1, 1972 for Purposes of Verifying Alien Status
- 1988 INF-69 Prospective Eligibility for Public Assistance Cases Under Monthly Reporting and Retrospective Budgeting (MRRB) (Cancelled by 1993, ADM-09)
- 1988 INF-68 Graduate Student Assistantships
- 1988 INF-67 Refugee/Entrant Assistance Program: Eligibility of Certain Amerasian Immigrants
- 1988 INF-66 Revision of DSS-3707 "Employment Verification"
- 1988 INF-64 PA/Energy Voluntary Restriction Form
- 1988 INF-63 Revision of DSS-2642: "Documentation Requirements" (Cancelled by 1991, INF-42)
- 1988 INF-58 Revision to Form DSS-2502: "ADC-U Screening Checklist" and DSS-548 "Budget Worksheet - Public Assistance"
- 1988 INF-53 Availability of Special Funding to Operate Expanded Educational and Occupational Training Programs for HR

- & NPA Food Stamp Recipients
- 1988 INF-47 Amendment to Department Regulations Increasing Public Assistance Exemption of Earnings of Family Day Care Providers
- 1988 INF-50 Food Stamp Categorical Eligibility: Budgeting of Food Stamp Households Retroactively Determined Eligible for SSI
- 1988 INF-45 Amendment of Department Regulation Regarding Public Assistance Exemption of Student Earnings
- 1988 INF-42 Emergency Assistance for Adults (EAA) – Continued Authorization (Cancelled by 1990, ADM-45)
- 1988 INF-38 Revision to DSS-3342: "Food Stamp Program Disqualification Notice/Notice of Food Stamp Overissuance Action"
- 1988 INF-36 Revision of DSS-3153: "Continuing Your Food Stamps"
- 1988 INF-34 Food Stamp Categorical Eligibility 87 ADM-35
- 1988 INF-30 Biggs v. Lyng – Home Relief/Interim Assistance Payments
- 1988 INF-23 1988-1989 Comprehensive Employment Program (CEP) and the Food Stamp Employment and Training Program (FSET): Guidelines and Planning Documents
- 1988 INF-21 Revision of DSS-3707: "Employment Verification" (Cancelled by 1988 INF-66)
- 1988 INF-16 Revised DSS-3890 Comment Sheet
- 1988 INF-14 Computer Matches
- 1988 INF-11 Increase in Maximum Amount of Grant Which May Be Provided Toward Purchase of an Interest In a Cooperative in a Low Cost Housing Unit
- 1988 INF-10 Revisions to the Second Monthly Reporting Mailer (DSS-3469A)
- 1988 INF-09 Notification to Public Assistance Applicants/Recipients Regarding Lump Sum Payments (Cancelled by 1992 INF-17)
- 1988 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1987

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- 1988 LCM-43 Non-Discrimination Policy Concerning HIV and AIDS
- 1988 LCM-32 Public Assistance Training Manual
- 1998 LCM-11 Transfer of Assets
- 1988 LCM-3 Filed Regulations
- 1988 LCM-1 New Communication Vehicle: Local Commissioners Memorandum (LCM)

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- 1987 ADM-52 Community Work Experience Program (CWEP) – ADC Work Experience
- 1987 ADM-51 Statewide Energy Assistance Program
- 1987 ADM-49 Increase in Public Assistance Shelter Allowance Maximums
- 1987 ADM-37 Computer matching of IRS unearned income data
- 1987 ADM-28 Monthly Reporting (Jensen v. Perales)
- 1987 ADM-25 Social Security Number Validation Process
- 1987 ADM-24 Assistance for Newborns (Vega v. Perales)
- 1987 ADM-14 Special Monthly Restaurant Allowance for Pregnant Women and Children
- 1987 ADM-05 Increase in Grants of Assistance to Guide Dogs (GAGD) Program

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- 1987 INF-66 Increase in the State Supplemental Personal Needs Allowance (SSPNA)

- 1987 INF-64 Increase in Camp Fees
- 1987 INF-60 Residential Placement Services for Adults: Revised Definition
- 1987 INF-58 Elimination of 60 Day Limit on the Storage of Furniture and Personal Belongings Under the Emergency Assistance to Adults Program (EAA)
- 1987 INF-54 the Revision of the DSS-2425, Repayment of Interim Assistance Notice
- 1987 INF-53 SSI Related Case Closing
- 1987 INF-52 Digest of Laws of 1987 Relating to Social Services
- 1987 INF-50 Prenatal Care Act of 1987: Chapter 822 of the Laws of 1987
- 1987 INF-48 Education Services: Payment of Reduced Tuition for Vocational Training at Board of Cooperative Education Services (BOCES) Facilities
- 1987 INF-47 Literacy Volunteers of New York State, Inc.
- 1987 INF-45 Expanded Child Care Demonstration Project
- 1987 INF-44 The Revision of the DSS-2680, Child Support Enforcement Referral
- 1987 INF-42 Sales Tax on Food Stamp Purchases
- 1987 INF-40 The Amendment of Subdivision (b) of Section 372.4 of Title 18 NYCRR (EAF Property Repairs)
- 1987 INF-38 Food Stamp Client Education Video
- 1987 INF-37 Responsibility of Local Districts During the Fair Hearings Process
- 1987 INF-35 Food Stamp Eligibility for the Disabled: Press Release
- 1987 INF-33 Changes In Food Stamp Gross and Net Income Limits
- 1987 INF-32 Tax Credit Programs : Targeted Jobs Tax Credit (TJTC)
- 1987 INF-31 Energy Conservation Bank (ECB)
- 1987 INF-30 New York Telephone Life Line
- 1987 INF-29 Income Maintenance Regional Meetings: Questions and Answers
- 1987 INF-28 Adult Educational Services: Welfare Education Program (WEP), Employment Preparation Education Program (EPE), and Adult Education Act (AEA) – Also Known as Adult Basic Education (ABE)
- 1987 INF-27 Job Training Partnership Act (JTPA): Remediation and Assessment Requirements Amendments for Summer Programming
- 1987 INF-26 "Food Stamp Restaurant Program for the Elderly and Disabled:" List of Authorized Restaurants
- 1987 INF-25 Job Training Partnership Act (JTPA): Schedule for Modifications of the Job Training Plan JTPA Allocations (1987-88) Changes in the JTPA Title IIB Program – (Summer Youth)
- 1987 INF-23 Job Training Partnership Act (JTPA): Title IIA Statewide Summary Report for July 1985 – June 1986
- 1987 INF-19 Clarification of Excess Income Policy
- 1987 INF-18 Food Stamp Eligibility of Certain Aliens Admitted as Permanent Residents
- 1987 INF-17 Revised Food Stamp Standard Utility Schedules
- 1987 INF-16 Reimbursement for Educationally Handicapped Children Placed in Child Care Institutions or RTF's
- 1987 INF-15 The Revision of the DSS-3021, AFDC/SSI Inter-agency Request Form
- 1987 INF-14 Submission of DSS-2550: Application Register (or WINR 1140 – DS-2550 Food Stamp Application Register)
- 1987 INF-12 Planning Year (PY) '86 Hard to Serve Incentive Awards
- 1987 INF-10 Jobs Created by the NYS Job Development

- Authority Available to Public Assistance Recipients
- 1987 INF-07 Department of Social Services/State Education Department Employment Program Initiatives
- 1987 INF-05 Interagency Agreement Between the Department of Social Services and Office of Mental Health on Discharge Planning
- 1987 INF-03 Clarification of Employability Status of ADC Caretaker Relative with Children Under Six
- 1987 INF-01 Annual Index of Administrative Directives/Informational Letters, Manual Bulletins 1986

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- 1986 ADM-45 Federal Cost of Living Adjustment in Social Security and Supplemental Security Income (SSI) Benefits and Impact on ADC, Home Relief, Medical Assistance, SSI, and Food Stamps
- 1986 ADM-42 Retroactive Budgeting of Three Generation Households (Yates et al v. Buscaglia et al)
- 1986 ADM-40 Assistance to Recipients Who Move from One District to Another (Rogers v. Kramer)
- 1986 ADM-27 Retroactive Aid Category Changes
- 1986 ADM-19 Emergency Assistance for Adults (ESS) Continued Authorization
- 1986 ADM-13 Client Requested Restricted Payments
- 1986 ADM-10 Revision of PA-Employment Related Sanctioning Procedures
- 1986 ADM-07 Meeting Immediate Needs of Applicants for Public Assistance

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- 1986 INF-47 Licensure of Home Care Services Agencies and Certification of Home Health Agencies
- 1986 INF-43 Permanency Practice Issue: Parental Involvement With Their Children and With The Supervising Agencies
- 1986 INF-41 1986 Legislation Related to Victims of Domestic Violence
- 1986 INF-37 Clarification of Certain Environmental Standards for Family Type Homes (Dept. Regulation Part 489)
- 1986 INF-34 Revised State Form DSS-1552 and Instructions
- 1986 INF-25 Home Energy Assistance Program (HEAP) Reporting Requirements of Section 6041 of the Internal Review Code (IRC)
- 1986 INF-23 WMS Homeless Indicator
- 1986 INF-18 Family-Type Homes for Adults: Responses to Questions Raised by Local Staff at Regional Technical Assistance Sessions
- 1986 INF-15 Digest of Laws of 1986 Relating to Social Services
- 1986 INF-12 Interstate Compact for the Placement of Children
- 1986 INF-11 Utilization Trends of Section 473-a of the SSL Short Term Involuntary Protective Services Orders
- 1986 INF-07 Regulations for the Shelter for Families Program
- 1986 INF-03 Parental Visiting of Children in Foster Care
- 1986 INF-02 Annual Index of Administrative Directives INF's, 1985
- 1986 INF-1 Digest of Laws of 1985 Relating to Social Services

All Commissioner Letters

- 06/13/86 – Availability of Non-Liquid Resources
- 03/18/86 – Allowance for Furniture and Supplies
- 03/18/86 – Increase in Visitor Allowance
- 03/05/86 – Recoupment of Shelter Allowances

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- 1985 ADM-49 Monthly Allowances for Supplemental Home

## Energy Assistance

- 1985 ADM-45 Fair Hearings to Contest Determinations of Employability
- 1985 ADM-38 Implementation in Local Social Services districts of New and Revised Eligibility Documents for Public Assistance, Medical Assistance and Food Stamps
- 1985 ADM-31 Underwood and Morgan v. Blum – Retroactive SSI Invisibility
- 1985 ADM-28 Referral of Disability Claimants to the Social Security Administration Under Provision of the New Federal Social Security Disability Benefits Reform Act of 1984
- 1985 ADM-24 Work Incentive Program (WIN Demonstration) and Other Changes that Affect All Districts
- 1985 ADM-17 Procedures for Implementation of Legislation Regarding Recipient Noncompliance with Employment Related Requirements (SSL 131.5)
- 1985 ADM-09 Cooperative Cases (Danks v. Perales)
- 1985 ADM-01 Burial Trusts for SSI Recipients

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- 1985 INF-10 Case Assessment and Prioritization
- 1985 INF-08 IV-A/IV-D Interface: Form DSS-3604, Notification of ADC Change
- 1985 INF-07 Revised HHS Pamphlet, "SSI for the Aged, Blind and Disabled in New York State"
- 1985 INF-02 Annual Index of Administrative Directives/Informational Letters 1984
- 05/02/85 EIC
- 02/14/85 Public Housing
- 02/01/85 Support Pass-through

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- 1984 ADM-42 Water allowances for PA Recipients
- 1984 ADM-39 Implementation of the Applicable Provisions of the Deficit Reduction Act of 1984 (Public Law 98-369)
- 1984 ADM-30 Amendment of PSC Regulations Regarding Termination of Utility Service to Multi-Family Dwellings
- 1984 ADM-25 Fiscal Responsibility for Recipients discharged directly from mental hygiene institutions into community residences certified by the Office of Mental Health
- 1984 ADM-20 PA recertification – MA status notice to recipients
- 1984 ADM-18 EAA
- 1984 ADM-11 GAGD
- 1984 ADM-10 Payment of the Supplemental Security Income (SSI) Rate to Home Relief (HR) Recipients in Congregate Care Facilities
- 1984 ADM-01 Exemption of JTPA Allowances

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- 1984 INF-14 Digest of laws of 1984 Relating to Social Services
- 1984 INF-09 Revised HHS Pamphlet, "SSI for the Aged, Blind and Disabled in New York State"
- 1984 INF-06 Changes in the Preparation of Social Security Number Applications (Form SS-5)
- 1984 INF-09 Revised HHS Pamphlet, "SSI for the Aged, Blind and Disabled in New York State"
- 1984 INF-06 Changes in the Preparation of Social Security Number Applications (Form SS-5)
- 1984 INF-03 Annual Index of ADM Directives/INF Letters, 1983

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- 09/25/1984 Prospective Budgeting
- 07/02/1984 Danks v. Perales
- 01/17/1984 – IAR

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- 1983 ADM-67 Grazyna Pasternak v. Blum: Exemption of Graduate School Grants and Loans
- 1983 ADM-62 Chapter 785 of the Laws of 1983: Low-Income Home Energy Assistance Program (HEAP)
- 1983 ADM-55 Stepparent Deeming (Kelly v. Perales)
- 1983 ADM-53 Clarifications of Procedures in Authorizing EAF Payments
- 1983 ADM-52 Budgeting of Public Assistance Cases Facing Emergency Housing Situations
- 1983 ADM-49 EAF Modification Confirmed by the U.S. Supreme Court in the Blum v. Bacon Litigation
- 1983 ADM-48 Changes in the Refugee Assistance Program (RAP) and Cuban/Haitian Entrant Program (CHEP)
- 1983 ADM-45 Budgeting of Individuals and Families Temporarily Housed in Hotels/Motels
- 1983 ADM-44 Budgeting Mandatory Payroll Deductions, Ram, et al v. Blum, Schweiker and Krauskopf
- 1983 ADM-38 Determining the Standard of Need for the Gross Income Limitation
- 1983 ADM-37 Tax Equity and Fiscal Responsibility Act of 1982 (P.L. 97-248) and Chapter 548 of the Laws of 1983: Rounding Down Provision
- 1983 ADM-30 Deeming of a Stepparent's Income to PA Dependents
- 1983 ADM-25 Tax Equity and Fiscal Responsibility Act of 1982 (P.L. 97-248): Military Service No Longer Deprivation Factor for ADC
- 1983 ADM-12 Clarification of New SSI Requirement: Disclosure of Tax Return Information (82 ADM-67)
- 1983 ADM-10 Failure to Cooperate with Child Support Enforcement Requirements: Vasquez v. Blum

INF

- 1983 INF-14 Burial Set Asides for SSI Recipients
- 1983 INF-08 Voter Registration Activities
- 1983 INF-07 Retrospective Monthly Accounting (RMA) in the Supplemental Security Income (SSI) Program
- 1983 INF-05 Annual Index of ADM Directives/INF Letters, 1982
- 1983 INF-02 Removal of the Remaining Sex Based Distinctions in Social Services Law Section 131.5; Chapter 388 of the Laws of 1983

All Commissioners Letter

12/29/1983 IAR

08/15/1983 Transportation for Homeless Children

05/05/1983 Cooperation with CSEU

**1982**

ADM

- 1982 ADM-78 Allen v. Blum: Budgeting the Income of a Spouse or Parent Who Fails to Apply for Public Assistance
- 1982 ADM-75 Elimination of proration in PA cases affected by the Swift v. Toia Case
- 1982 ADM-74 Provision of Adequate and Timely Notice for HR Supplemented Recipients of SSI Benefits When the HR Benefit is Reduced or Discontinued
- 1982 ADM-69 Social Services District Implications of Chapter 713 of the Laws of 1981 (Home Energy Fair Practices Act)
- 1982 ADM-68 Public Work Project Worksites at Religious Institutions; Atchinson et al v. Blum
- 1982 ADM-67 New SSI Requirement: Disclosure of Tax Return Information
- 1982 ADM-65 Nafziger et al. v. Blum
- 1982 ADM-65 Nafziger et al. v. Blue
- 1982 ADM-55 Rivers v. Schweiker et al. Federal Court Decision regarding 10-day interim assistance accounting period and

- authorization processing procedures.
- 1982 ADM-49 Treatment of Earned Income Credits and further clarification of other provisions covered in 81 ADM-55
- 1982 ADM-43 Pass-through of the Federal Cost-of-Living Increase to Supplemental Security Income (SSI) Recipients
- 1982 ADM-37 Amend Uniform Case Record Regulations
- 1982 ADM-31 Treatment of In-Kind Income of SSI Recipients Applying for Home Relief Benefits Ordered by the New York State Appellate Division in the Rosenfeld v. Blum Litigation
- 1982 ADM-30 Chapter 895 of the Laws of 1981: Fiscal Liabilities of Local Districts and Responsibilities of Utility Companies in Providing Gas and Electric Services to Public Assistance Applicants/Recipients and SSI Recipients
- 1982 ADM-28 Increase in Social Security Benefits
- 1982 ADM-24 Changes to the Refugee Social Services Assistance Program and the Cuban/Haitian Entrant Program (CHEP)
- 1982 ADM-17 Assignment and Subrogation (Chapter 319 Laws of 1981)
- 1982 ADM-15 Budgeting Sick Pay Benefits as Earned Income (Pennick v. Blum and Buscaglia)
- 1982 ADM-13 Food Stamp Program – New York State Food Stamp Manual Page Replacement
- 1982 ADM-09 Treatment of Income Tax Refunds as a Resource
- 1982 ADM-08 Revisions to Monthly Report of Employment Referrals (DSS-2198) and Monthly Report of Work Relief Project Activity (DSS-1773)
- 1982 ADM-07 Social Security Disability Amendments of 1980: As Related to the WIN Program
- 1982 ADM-03 Folsom v. Blum: New Developments

INF

- 1982 INF-24 Emergency Nutrition Aid Program for Pregnant Women and Adolescents
- 1982 INF-22 Revised HHS Pamphlet, "SSI for the Aged, Blind and Disabled In New York State"
- 1983 INF-20 Procedures for the Use of the General Information System (GIS)
- 1982 INF-19 State Supplemental Personal Needs Allowance (SSPNA) to SSI Recipients Placed in Certain Health Care Facilities Out-of-State
- 1982 INF-13 State Supplemental Personal Needs Allowance
- 1982 INF-07 Annual Index of ADM Directives/INF Letters, 1981
- 1982 INF-04 Revised HHS Pamphlet, "SSI for the Aged, Blind and Disabled in New York State"
- 1982 INF-01 Increase in Veterans Pension Benefits for Service Connected Disability

All Commissioner Letters

09/08/1982 Recoupment Rate 10%

**1981**

ADM

- 1981 ADM-67 EAF Modification Ordered by the U.S. Court of Appeals in the Bacon v. Toia Litigation
- 1981 ADM-65 U.S. District Court Settlement: Montes v. Blum, Treatment of Shelter Allowance in Rental Disputes in ADC Cases
- 1981 ADM-63 Percey v. Blum Budgeting Earned Income on Non-PA Legally Responsible ADC Caretaker Relatives
- 1981 ADM-61 Further Court Order in the Swift v. Toia Case
- 1981 ADM-59 Delmar v. Blum Court Decision Affecting Interim Assistance Recoupment
- 1981 ADM-56 ADC Child Care Allowance for Student Parents
- 1981 ADM-52 Public Law 97-35: Repealing the 20% Vendor Restricted Payment Limitation and the Montes v. Blum Case
- 1981 ADM-51 Freedman v. Blum Decision
- 1981 ADM-44 PA/SSI Households: Income of SSI Recipients

- Further Development in the Folsom v. Blum Case
- 1981 ADM-38 U.S. Circuit Court of Appeals Decision, Hayes and Warren v. Blum, and U.S. District Court Decisions, Jamroz v. Blum and Markel v. Blum: Treatment of Educational Grants, Loans and Scholarships
- 1981 ADM-31 Extension of ADC Eligibility to Parent Prisoners
- 1981 ADM-27 Riddick v. Blum Court Decision
- 1981 ADM-26 Monthly Allowances for Home, Energy Needs, Effective July 1, 1981
- 1981 ADM-25 IV-A/IV-D Interface Record Keeping in Good Cause Claims
- 1981 ADM-24 SSI/AFDC Payment Coordination Form DSS-3021
- 1981 ADM-07 Changes in Treatment of Earned Income Credit (EIC) Payments
- 1981 ADM-04 Chapter 744 of the Laws of 1980, An Amendment to SSL Section 1313 Regarding Employment Programs
- 1981 ADM-01 Income of Illegal Aliens Ineligible for Public Assistance and Care

## INF

- 1981 INF-32 Digest of Laws of 1981 Relating to Social Services
- 1981 INF-28 New Interim Assistance Legislation Chapter 433 of Laws of 1981
- 1981 INF-14 Addendum to 1981 INF-10
- 1981 INF-12 Recently Enacted Federal Legislation Related to the Supplemental Security Income (SSI) Program
- 1981 INF-10 Clarification of Certain issues Regarding Burial Trust for SSI Recipients
- 1981 INF-09 Allocation of WIN Medical Expenditure Funds for the Period October 1, 1979 through September 30, 1980
- 1981 INF-07 Increase in Standards of Need for SSI Recipients Receiving Residential Care in New York State (Cancelled by 1983 ADM-36)
- 1981 INF-05 Revised HHS Pamphlet, "SSI for the Aged, Blind and Disabled in New York State"
- 1981 INF-03 Annual Index of ADM Directives/INF Letters, 1980
- 1981 INF-02 Reallocation of WIN Services Funds for Federal Fiscal Year 1980
- 1981 INF-01 Reallocation of WIN Medical Expenditure Funds for the Period, October 1, 1979 through September 30, 1980

1980

## ADM

- 1980 ADM-98 Restricted Payments in ADC Cases
- 1980 ADM-86 Cooperative Agreements and Inter-agency contracts with other local governmental units.
- 1980 ADM-64 Tax Credit Programs
- 1980 ADM-44 Exception to procedures requiring PA applicant/recipients to reapply for SSI benefits
- 1980 ADM-42 Necessity of obtaining correct SSN for all applicant/recipients and absent parents
- 1980 ADM-11 U.S. supreme court Decision in the Matter of Califano v. Westcott: Extension of ADC-U Eligibility to Unemployed Mothers and Its Impact on the Work Incentive and Work Rules Programs
- 1980 ADM-4 Inter-district jurisdictional disputes

## INF

- 1980 INF-23 1981 Client's Reporting Date Schedule – Work Referral
- 1980 INF-14 Revised DSS 1776 Work Relief Project Activity Work Sheet
- 1980 INF-10 Reallocation of WIN Services Funds for Federal

## Fiscal Year 1979

- 1980 INF-07 1980 Census
- 1980 INF-06 List of Records Maintained by DSS (Freedom of Information Law)
- 1980 INF-04 Allocation of WIN Medical Expenditures Funds for the Period October 1, 1978 through September 30, 1979
- 1980 INF-02 Annual Index of ADM Directives/INF Letters, 1979

All Commissioner Letters

08/20/1980 Swift v. Toia

1979

## ADM

- 1979 ADM-82 Burial Trust for SSI recipients
- 1979 ADM-64 Implementation in Local Social Services Districts of New Application/Workbook/Recertification Package for the Determination of Eligibility
- 1979 ADM-39 Food Stamps for Migrant Farm Laborers
- 1979 ADM-13 Consent Decree, Ramirez v. Bergland (Formerly Lugo v. Butz)
- 1979 ADM-02 Child Care for Employed ADC/HR Applicants/Recipients

## INF

- 1979 INF-32 Automatic Four-Month Extension of MA for Certain Families who Become Ineligible for ADC
- 1979 INF-23 Revised HEW Pamphlet, "SSI for the Aged, Blind and Disabled in New York State"
- 1979 INF-20 Digest of Laws of 1978 Relating to Social Services
- 1979 INF-19 Revised CETA Referral/Enrollment Form
- 1979 INF-18 Reference Guide to SSI – Related IM Activities and Programs
- 1979 INF-17 Section 8 – Housing Assistance Payments (HAP) Program for Lower-Income Families
- 1979 INF-15 Revised CETA Desk Aid
- 1979 INF-14 Settlement of International Union of Electrical Workers (I.U.E.) v. Bergland Lawsuit
- 1979 INF-13 Aliens – Permanent Residence Under Color of Law
- 1979 INF-08 Emergency Assistance for Adults (EAA) – A Desk Reference Outlining Available Benefits
- 1979 INF-07 Pen and Ink Correction of '78 INF-8 (EAA Desk Reference)
- 1979 INF-05 Disregard of Per Capita Judgment Fund Paid to Indians

1978

## ADM

- 1978 ADM-98 Annual Report on ADC Children Aged 5-17 Needed for Allocation of ESEA Title I Funds
- 1978 ADM-97 Discontinuance of Reporting Requirements of Home Relief Recipients Who Have Been Denied SSI Benefits
- 1978 ADM-95 Foran v. Dimitri – Sanctioned for Failure to Comply with Part 385 Requirements
- 1978 ADM-93 Maximum Utilization of SSI Program by Requiring ADC Applicants/Recipients Who Appear Disabled to Apply for SSI
- 1978 ADM-80 FSP - corrective action: method of reporting food stamp thefts
- 1978 ADM-76 SSI/AFDC Payment Coordination Form DSS-3021
- 1978 ADM-71 Nondiscrimination-Handicapped Section 504-Rehabilitation Act of 1973
- 1978 ADM-69 FSP – security and control of issuance and authorization documents
- 1978 ADM-56 Public Assistance and Care for Migratory Seasonal Farm Workers
- 1978 ADM-55 Emergency Home Relief Grants for Presumptive

## SSI-Eligible Persons

- 1978 ADM-48 Services to Victims of Domestic Violence: Special Care Homes as Authorized by Chapter 450 of the Laws of 1977
- 1978 ADM-26 Definition of "Appropriate Rehabilitative Program" for Purposes of Home Relief Eligibility
- 1978 ADM-20 Rate Increase for Vendor/Restrictive Payments
- 1978 ADM-16 FSP – Revisions in Form FNS-101 (participation in food programs by race)
- 1978 ADM-06 Statistical Reporting of Expenditures for ADC Program

## INF

- 1978 INF-37 Additional Food Stamp Reimbursement
- 1978 INF-32 Automatic Four-Month Extension of MA for Certain Families Who Become Ineligible for ADC
- 1978 INF-20 Digest of Laws of 1978 Relating to Social Services
- 1978 INF-19 Eligibility for Services to Victims of Domestic Violence Programs
- 1978 INF-18 Reference Guide to SSI – Related IM Activities and Programs
- 1979 INF-17 Section 8 – Housing Assistance Payments (HAP) Program for Lower-Income Families
- 1978 INF-08 Emergency Assistance for Adults (EAA) – A Desk Reference Outlining Available Benefits

1977

## ADM

- 1977 ADM-138 Court of Appeals Decision: Lee v. Smith and Its Effect on the Home Relief Program
- 1977 ADM-134 Treatment of Educational Grants, Loans and Scholarships
- 1977 ADM-130 Federal Regulations Concerning Nondiscrimination against the Handicapped
- 1977 ADM-109 Assignment of Support Rights
- 1977 ADM-104 ADC/HR Eligibility Questionnaire Mail-Out Case Activity Report
- 1977 ADM-96 Budgeting of Applicant Who is an "Essential Person" in an Active SSI Case
- 1977 ADM-85 Congregate Care Directory
- 1977 ADM-59 Separation of Services from Income Maintenance
- 1977 ADM-56A Initial Case Review MIL Maintenance Program and Rebudgeting
- 1977 ADM-56 Minimum Income Level (MIL) Maintenance Program
- 1977 ADM-54 Emergency Assistance to Adults (EAA) – Direct Deposit Program for SSI Checks
- 1977 ADM-40 Change in Procedures Regarding the Use of Timely and Adequate Notices During an Eligibility Questionnaire Mail-Out Project
- 1977 ADM-26B Citizenship and Alien Status as a Condition for Public Assistance and Care
- 1977 ADM-26A Citizenship and Alien Status as a Condition for Public Assistance and Care
- 1977 ADM-26 Citizenship and Alien Status as a Condition for Public Assistance and Care
- 1977 ADM-25 Chapter 77 of the Laws of 1977: Duplicate Assistance Payments
- 1977 ADM-23 Chapter 77 of the Laws of 1977: Use of Vendor Restrictive Payments in Home Relief
- 1977 ADM-22 Settlement in the Case of Jefferies v. Sugerman, Clarification of Policy with Respect to Four-Year College Students Who Are Applicants and Recipients of AFDC

- 1977 ADM-13 The Use of Vendor/Restricted Payments in Home Relief
- 1977 ADM-06 Recoveries of Advance Allowances for Rent and/or Utilities (Reves v. Dumpson & Lavine)
- 1977 ADM-01 Changes ADC-U Screening Check List

## INF

- 1977 INF-23 Access to Social Security Administration Income Information
- 1977 INF-15 Pass-Through of Federal Cost-of-Living Increases to SSI Recipients and Increases in State Supplement Payments
- 1977 INF-12 List of Available Records for NYS DSS - Freedom of Information Law
- 1977 INF-09 Upgrading of "Less Than Honorable Discharge from Military Service"
- 1977 INF-01 Recent SSI Legislation

1976

## ADM

- 1976 ADM-138 Social Security Number Requirement for Home Relief
- 1976 ADM-122 Clarification of Policy, Sanctions for voluntarily terminating employment, Milne, et al vs. Lavine, et al
- 1976 ADM-121 Miscellaneous Shelter grants and allowances
- 1976 ADM-115 Date of Initial Entitlement of assistance for eligible applicants
- 1976 ADM-110 EAA Policy: Claiming for Repairs To, or Maintenance On, Property Not Owned by the SSI Occupant
- 1976 ADM-104 Exceptions to the Timely Notice Requirement in Certain Cases of Proposed Adverse Action
- 1976 ADM-103 New Income Eligibility Standards and Fee Schedules Under the 1976-77 Comprehensive Annual Social Services Program Plan
- 1976 ADM-87 EAF Clarification of Policy
- 1976 ADM-60 Privacy Act Notice – Disclosure and Use of Social Security Number
- 1976 ADM-53 Claiming of ADC State Charge Cases Under Title IV-D
- 1976 ADM-31 Replacement cost of clothing
- 1976 ADM-16 Correction of 75 ADM-130 – Requirements for Delivery of Social Services – Collection of Social Security Numbers
- 1976 ADM-15 Social Services Reporting Requirements
- 1976 ADM-09 Client Reminder to Report Change
- 1976 ADM-09A Client Reminder to Report Change (Spanish Version)
- 1976 ADM-07 Welfare Enumeration – Revision of Required Procedures

## INF

- 1976 INF-35 Requirement for Use of new Forms DSS-2655 and DSS-2657
- 1976 INF-34 Bonus Payments to ADC Families Under Title IV-D
- 1976 INF-33 List of Available Records for NYS DSS Freedom of Information Law
- 1976 ADM
- 1976 INF-25 Federal Policy Clarification
- 1976 INF-23 Digest of Laws of 1976 Relating to Social Services
- 1976 INF-22 Family Planning Services Flyer, "The Stork Should Be An Invited Guest"
- 1976 INF-14 List of Available records for NYS DSS Freedom of Information Law
- 1976 INF-13 Evidentiary Requirements for Case Actions and FH for "Man-in-House" Cases
- 1976 INF-09 Title IV-D, Change of Payee Under Assignment

of Right

- 1976 INF-06 Food Stamp Gross Annual Income Table
- 1976 INF-02 EAF Court Decision – Baumes v. Lavine
- 1976 INF-01 Introduction to DSS-2487, Notice of CETA Referral or Enrollment

### 1975

ADM

- 1975 ADM-131 1975 Index to ADM/INF Letters and List of Releases Superseded in 1975
- 1975 ADM-130 Requirements for Delivery of Social Services
- 1975 ADM-114 Corrective Action – Elimination of Errors Caused by Client Receipt of Retirement, Survivors and Disability Insurance (RSDI)
- 1975 ADM-108 EAA-Program Amendment and Expansion
- 1975 ADM-86 N.Y. Court of Appeals Decision: Jones v. Lavine (Westchester Co.); Domine and Gipson v. Lavine (Albany Co.); Duplicate Assistance Payments Under the Emergency Assistance for Families (EAF) Program (S.S.L. §350-j; 18 NYCRR §372.2(c); Expedited Hearings Under EAF
- 1975 ADM-85 MA Eligibility of Children in Foster Care
- 1975 ADM-79 Boarder and Lodger Situations Hurley, et al v. Lavine, et al (U.S. Supreme Court Decision)
- 1975 ADM-78 Expedited Hearings for EAF/EAA
- 1975 ADM-73 Family Planning Services
- 1975 ADM-05 Interim Payments Under Home Relief for SSI Eligibles (Inclusion of PA Numbers)
- 1975 ADM-03 Boarder and Lodger Situations Hurley, et al v. Lavine, et al (Stay Denied: Court Will Hear Appeal)

INF

- 1975 INF-56 List of Available Records for NYS DSS Freedom of Information Law
- 1975 INF-45 Federal Legislation, "Emergency Housing Act of 1975" (PL 94-50)
- 1975 INF-42 Improper Practices by Rental Brokers
- 1975 INF-33 Final Federal Regulations Under Title XX
- 1975 INF-29 Implementation of New Federal Paternity and Support Requirements
- 1975 INF-25 Desk Aid – CETA - Program and Policies
- 1975 INF-11 Model Regulations for Public Access to Records Freedom of Information Law
- 1975 INF-09 Interim Payments Under Home Relief for SSI Eligibles – Continuation of Instructions in 74-ADM-176
- 1975 INF-07 Family Planning Services – Flyer "The Smaller Size"

### 1974

ADM

- 1974 ADM-132 Freedom of Information Law: Implementation by Local Districts
- 1974 ADM-125 Family Planning Services: Pamphlet: PA Programs in NY State
- 1974 ADM-124 Emergency Assistance to Adults (EAA)
- 1974 ADM-123 Increase in Exemptions for Work Related Expenses to Contribute to Support of Spouse and Minor Children Living Apart
- 1974 ADM-122 Measure of Ability of Legally Responsible Relative to Contribute to Support of Spouse and Minor Children Living Apart
- 1974 ADM-118 Recoupment of Overpayments and Correction of Underpayments
- 1974 ADM-117 Allowances for Persons Not Living in Their Own Home
- 1974 ADM-116 Recalculation of State Adjusted Payment Level
- 1974 ADM-110 Citizenship and Alien Status as a Condition of Eligibility for Aid to Dependent Children, Home Relief, and

Medical Assistance

- 1974 ADM-104 Freda et al v. Lavine: Step-Parent Duty of Support
- 1974 ADM-100 Increased Unemployment Insurance Benefits
- 1974 ADM-97 Public Assistance and Medical Assistance Programs: Grants Awarded Under the "Domestic Volunteer Services Act of 1973". Public Law 93-113 – October 1, 1973
- 1974 ADM-96 Continuation of Assistance Payments, Medical Assistance Authorization and Food Stamp Authorization When Fair Hearing is Requested
- 1974 ADM-94 Department Policy on College Attendance
- 1974 ADM-93 Annual Local Agency Personnel Report for Public Assistance and Medical Assistance Titles (DSS-2136)
- 1974 ADM-89 Aid to Dependent Children – Continued Absence of a Parent From the Home – Mandated Category Investigation
- 1974 ADM-88 Change in July Assistance Grants
- 1974 ADM-83 Fraud Investigations of Voluntary Case Closings Occurring During the Public Assistance and Medical Assistance Face-to-Face Recertification Programs
- 1974 ADM-79 Standards of Assistance – Monthly Grants and Allowances
- 1974 ADM-77 Indian Judgment Funds Distribution Act of 1973 (Act of October 19) – Public Law 93-134
- 1974 ADM-74 Standards of Assistance – Fuel for Heating Allowances
- 1974 ADM-66 Summer Work Training Program for Students 1974
- 1974 ADM-63 No-Fault Insurance Benefits as Potential Resources
- 1974 ADM-59 Other Than Grantee (OTG) Certification Lists
- 1974 ADM-54 Desk Aid – Guide to Work Programs
- 1974 ADM-44 Emergency Unemployment Insurance Benefits
- 1974 ADM-41 Increase in Veteran's Non-Service – Connected Disability, Public Law 93-177
- 1974 ADM-40 Use of EAF Category for Fuel for Heating
- 1974 ADM-35 1973 Study of Characteristics of Recipients of Aid to Dependent Children Additional Information
- 1974 ADM-34 Increase in Social Security Benefits, Public Law 93-233
- 1974 ADM-28 Statistical Reporting of Income Tax Refunds (DSS-2290)
- 1974 ADM-26 Recommended Procedure to Reduce the Incidence of Illegal Welfare check Cashing
- 1974 ADM-24 Shelter Allowances
- 1974 ADM-14 Monthly Allowances for Fuel for Heating
- 1974 ADM-12 Social Services Regulations – Postponement
- 1974 ADM-11 Averaging of Earned Income for ADC Recipients
- 1974 ADM-09 Lewis, et al v. Lavine, et al
- 1974 ADM-06 Emergency Assistance to Adults
- 1974 ADM-02 Mandatory SSI Referral Procedures for Applicants/recipient of Public Assistance

INF

- 1974 INF-34 PA for Strikers
- 1974 INF-28 Disregards of Payment Received Pursuant to the Alaska Native Claims Act
- 1974 INF-20 Information Flow and Processing, PA Eligibility
- 1974 INF-06 UIB File Match

### 1973

WIN ADM

- 1973 WIN ADM-09 Application of #30 and 1/3 Earned Income Disregard

PWD

- 1973 PWD-211 Families and Children Receiving ADC Payments

- 1/74
  - 1973 PWD-206 State Data Exchange – Correction to 73 PWD-181
  - 1973 PWD-202 Standard Distribution of Directives
  - 1973 PWD-201 Request for Services at Time of Recertification
  - 1973 PWD-200 Income Tax Refunds
  - 1973 PWD-195 Authorization Periods for Grants of Public Assistance
  - 1973 PWD-182 Clarification of Admin. Letter 73 PWD-159 Relating to Investigation and Eligibility; Continued Federal Court Order in Lewis v. Lavine Admin. Letter 73 PWD-88
  - 1973 PWD-181 State Data Exchange
  - 1973 PWD-178 New Federal Social Services Regulations
  - 1973 PWD-173 Right to Apply for Public Assistance and Action of Suspension of Assistance Eliminated
  - 1973 PWD-172 Standards of Assistance monthly Allowances Grants
  - 1973 PWD-171 Aid to Dependent Children – Mandated Category Investigation by Local Departments of Social Services
  - 1973 PWD-161 Addendum to Admin. Letter 73 PWD-93 of 6/18/73 (Requirements Applicable to Fraud Cases)
  - 1973 PWD-159 Investigation and Eligibility
  - 1973 PWD-158 Social Services Information System (SSIS) Release #3 Questions and Answers on the System
  - 1973 PWD-157 Application for Public Assistance
  - 1973 PWD-153 ADC Children – 18 Years or Age or Older No Longer Attending School
  - 1973 PWD-149 Recertification Process
  - 1973 PWD-138 Policy on Exemption of Earned Income and Payments Under Title VI – National Older Americans Volunteer Program (Public Law 93-29)
  - 1973 PWD-135 Addendum to Admin. Letter 73 PWD-97 of June 22, 1973 (Monthly Report-Deserting Parents and Fathers of Children Born Out-of-Wedlock (Public Assistance Cases Only) Revised Form DSS-1552)
  - 1973 PWD-133 Addendum to Admin. Letter 73 PWD-3 of Jan. 3, 1973 (Income Tax Refunds as a Resource)
  - 1973 PWD-131 Dublino v. NYS DSS (Non-Win Districts Only)
  - 1973 PWD-128 Review of Personnel Operations- Local Social Services Districts
  - 1973 PWD-124 Security Deposit for Gas and Electric Service
  - 1973 PWD-93 Requirements Applicable to Fraud Cases
  - 1973 PWD-88 Lewis v. Lavine; Effect on Eligibility for ADC of Applicants and Recipients Who Failed to Cooperate in Seeking Support and Establishing Paternity; United States District Court Order Received 6/11/73
  - 1973 PWD-78 Cancellation of "The New Systems Design for Delivering Income Maintenance and Social Services in New York State" Manual
  - 1973 PWD-77 Cuban Refugee Program Case Reporting
  - 1973 PWD-76 AABD Social Security Enumeration
  - 1973 PWD-70 Recertification of Public Assistance Cases
  - 1973 PWD-65 Validation
  - 1973 PWD-62 Dublino v. New York State Dept of Social Services; March 16, 1973 Court Order (New York State Work Rules)
  - 1973 PWD-60 Survey of Welfare Examiner Series
  - 1973 PWD-56 Cuban Refugee Program Duration of Residence in the United States in Preparation for the Phase-Out
  - 1973 PWD-53 AABD Conversion – AD Category
  - 1973-PWD-50 Recertification of Public Assistance Cases (Interim Preparation by Local Social Services Departments)
  - 1973 PWD-48 Clarification of Applicability of Income Disregards and Pass-Alongs to Widow's and Widower's OASDI Benefit Increases
  - 1973 PWD-46 Extension of the \$30 Training Allowance and Income Exemption for Persons in an Approved Training Program, or in Employment or With Increased Earnings Subsequent to Participation in an Approved Training Program
  - 1973 PWD-40 Social Services Information System
  - 1973 PWD-39 Functions of the Separated Social Services System and the Goal Oriented Social Services System (GOSS)
  - 1973 PWD-38 Availability of Federal Social Services Funds for Local Districts
  - 1973 PWD-33 Distribution of Spanish "Pass" Pamphlet
  - 1973 PWD-32 Federal Financial Participation in Service Programs as Affected by Amendments to the Social Security Act
  - 1973 PWD-31 Amendment of Minimum Qualifications Staff Development Coordinator
  - 1973 PWD-27 Cuban Refugee Program Duration of Residence in the United States of Recipients of Cuban Refugee Assistance
  - 1973 PWD-26 1973 Study of Characteristics of Recipients of Aid to Dependent Children
  - 1973 PWD-25 Rehabilitation Services for Public Assistance Recipients
  - 1973 PWD-24 Requirements Concerning Recipients in Approved Training or Rehabilitation Programs
  - 1973 PWD-23 Discontinuance of Submittal of DSS-568 – "Request for Personnel Approval" and DSS-800 – "Personal History Summary"
  - 1973 PWD-17 Lewis v. Lavine – Requirements for Cooperation on Behalf of Recipients in Establishing Paternity and Seeking Support
  - 1973 PWD-16 Reporting Requirements Re: Complaints of Fraud
  - 1973 PWD-09 (1) State Approval for Sale of Conveyed Real Estate prior to Death of Recipient (2) Redemption of Real Property After a Deed or Mortgage Has been Given to a Social Services District
  - 1973 PWD-05 SES Registration of ADC-U Fathers
  - 1973 PWD-03 Income Tax Refunds as a Resource
  - 1973 PWD-02 Shelter Payments – Chapter 943 of Laws of 1972
  - 1973 PWD-01 New "Application/Certification of Need for Public Assistance," Form DSS-1994; "Redi Reference Guide"; "Eligibility Worker Instructions," and "Workflow Guidelines"
- INF**
- 1973 INF-48 Recipient Non-Payment of Shelter Expenses
  - 1973 INF-39 Service Worker Daily Log
  - 1973 INF-34 Digest of laws of 1973 Relating to Social Services
  - 1973 INF-13 NYS DSS Response to Natural Disasters
  - 1973 INF-06 Pamphlet on Child Abuse, "Too Hurt to Cry"
  - 1973 INF-01 Release of Information to Internal Revenue Service
- 1972**
- PWD (Administrative Letters)**
- 1972 PWD-208 Increase in Railroad Retirements Public Law 92-460
  - 1972 PWD-202 Families and Children Receiving ADC Payments – January 1973
  - 1973 PWD-199 Attached Publication: Public Assistance and Social Services in New York State: Helping People to Help Themselves
  - 1972 PWD-197 Discontinuance of Form DSS-1655 – "Report of Hotel Residence"
  - 1972 PWD-195 Distribution of Federal Social Services Funds to Local Districts
  - 1972 PWD-189 Court Order in Case of Dublino v. Wyman (New York State Work Rules); Clarification of Administrative letter 72 PWD-148

- 1972 PWD-188 Addendum to Administrative Letter 72 PWD-184 of November 24, 1972 – Additional Exemption for AABD Applicants and Recipients and Continued Medical Assistance Coverage for Certain AABD and ADC Applicants and Recipients
- 1972 PWD-185 Cost Allocation of Services Rendered to Social Services Districts by Local Government Agencies to Obtain Federal Reimbursement (Supersedes 72 PWD-142)
- 1972 PWD-184 Additional Exemption for AABD Applicants and Recipients and Continued Medical Assistance Coverage for Certain AABD and ADC applicants and Recipients
- 1972 PWD-161 Correction of 72 PWD-152, Discontinuance of Forms...
- 1972 PWD-157 Decisions & Actions
- 1972 PWD-152 Discontinuance of Forms DSS-1225, "Application Process Survey (Certification Project)" and DSS-1240 "Income Maintenance Weekly Activity Report"
- 1972 PWD-149 Dublino Case Court Order: HR Employables; Notice to Recipients Relative To Right to Fair hearing on Determination of Employability pursuant to Section 131.4 of the Social Services law and Part 385 of the Regulations
- 1972 PWD-148 Court Order in Case of Dublino v. Wyman (New York State Work Rules)
- 1972 PWD-147 Inclusion of Full Shelter Allowance in One Semi-Monthly Check
- 1972 PWD-142 Cost Allocation of Services Rendered to Social Services Districts by Local Government Agencies to Obtain Federal Reimbursement
- 1972 PWD-137 Shelter payments – Chapter 943 Laws of 1972
- 1972 PWD-136 Impact of Increase in Social Security Benefits on Public Assistance Grants
- 1972 PWD-135 Failure of Drug Addicts to Comply with Treatment Requirements
- 1972 PWD-133 laws of 1972 – Amendment to Social Services Law, in Relation to Rent Security Deposits
- 1972 PWD-130 Impact of Increase in Social Security Benefits on Public Assistance, Medical Assistance and Provision of Social Services
- 1972 PWD-121 Working Off Expenses Incident to Participation in Work Relief
- 1972 PWD-115 Review of Personnel Operations – Local Social Services Districts
- 1972 PWD-112 Revised WIN Program (IV) Registration and Certification of ADC Applicants and Recipients Effective July 1, 1972
- 1972 PWD-108 Use of Salvation Army Shelters as Residential Facilities for AABD Recipients
- 1972 PWD-104 Application for Public Assistance by Persons with a History of Drug Addiction
- 1972 PWD-98 Revised WIN Program V, single Administrative Unit, Staffing and Function
- 1972 PWD-95 Assistance for Individuals and Families During Natural Disasters (II)
- 1972 PWD-94 Correction of 72 PWD-86
- 1972 PWD-93 Revision of Local Validation Sample
- 1972 PWD-91 Assistance for Individuals and Families During Natural Disasters
- 1972 PWD-90 Elimination of Specified Report Forms
- 1972 PWD-84 Revised WIN Program (III), Budgeting of WIN Enrollees Who Are Employed or in OJT
- 1972 PWD-83 Revised WIN Program II, Registration and Certification of Fathers in Receipt of ADC-U During June 1972
- 1972 PWD-82 Revised WIN Program (I), Changes in the Assistance Grant of Persons Enrolled in the WIN Program
- 1972 PWD-81 Amendment to '72 PWD-45 of April 5, 1972 – Completion and Submission of Quality Control Validation Review Schedules; Non-Reimbursable Status
- 1972 PWD-80 Volunteers – Workmen's Compensation
- 1972 PWD-77 Extra Allowance for Fuel During Heating Season
- 1972 PWD-76 Elimination of Social Services Monitoring forms: DSS-1304, DSS-1305, and DSS-1306
- 1972 PWD-73 Completion and Submission of Quality Control Validation Review Schedules; Non-Reimbursable Status
- 1972 PWD-67 '72 WD-20 Claiming and Statistical Reporting of the Emergency Assistance to Families (EAF) Category
- 1972 PWD-63 Almenares v. Wyman – Court Order Requiring Continuation, Without Reduction, Of Grants of Public Assistance, in the Federally Aided Categories, Until State Fair Hearings Afforded, Held and Decided (To Comply With 45 CFR 205.10)
- 1972 PWD-61 Almenares v. Wyman – Court Order Requiring Continuation, Without Reduction, Of Grants of Public Assistance, in the Federally Aided Categories, Until State Fair Hearing Afforded, Held and Decided (To Comply with 45 CFR 205.10)
- 1972 PWD-59 Effective Date for Implementation of Bulletin 187 (Predetermination Grants) and Procedures for Disposition of Undercare FNP and Pre-Investigation Cases
- 1972 PWD-58 Validation: Reporting of Errors on Validation Review Schedules, Federal and Local Sample
- 1972 PWD-57 Validation: Correction of "Unwillingness to Give Information"
- 1972 PWD-56 Validation: Correction of "Unable to Locate" Persons
- 1972 PWD-54 A. Claims Revisions (Revision to DSS-187, Schedule A; Cancellation of DSS-187A, Schedule A-1; Revision to DSS-1040, Schedule C; Revision to DSS0-1372 Schedule G)
- B. Claims Procedures–Sr. Citizens Centers
- C. Claims Procedures–Services Component of Private Child Caring Facilities Rate
- 1972 PWD-51 Income Tax Refunds as Potential Resources
- 1972 PWD-45 Completion and Submission of Quality Control Validation Review Schedules
- 1972 PWD-44 Hagans v. Wyman – Court Order Permanently Enjoining the Implementation of §352.7(g)(6) of the Regulations of the State Department of Social Services
- 1972 PWD-40 Almenares v. Wyman – Court Order Requiring Continuation, Without Reduction, of Grants of Public Assistance, In the Federally Aided Categories, until State Fair Hearings Afforded, Held and Decided (2)
- 1972 PWD-39 Almenares v. Wyman – Court Order Requiring Continuation, Without Reduction, of Grants of Public Assistance, In the Federally Aided Categories, Until State Fair Hearing Afforded, Held and Decided (1)
- 1972 PWD-32 Emergency Unemployment Insurance Benefits
- 1972 PWD-25 Court Order Temporarily Restraining the Denying, Reducing or Discontinuing of Public Assistance Benefits on the Basis of Deductions Mandated by §352.7 (g) (6) of the State Department of Social Services Regulations, Formally referred to as 18 NYCRR 352.7(g)(6)
- 1972 PWD-24 Implementation of Work Relief Projects
- 1972 PWD-23 Public Works Project – Workmen's Compensation
- 1972 PWD-20 Claiming and Statistical Reporting of the Emergency Assistance To Families (EAF) Category
- 1972 PWD-17 Administrative Claiming Procedure (A. Administrative Claim Adjustments, B. Calculation of Percentages for Distribution of Functional Expenses on DSS-1672 – Schedule D-1)
- 1972 PWD-16 Inquiry and Report on Unemployment Insurance Benefits Form DSS-1416

- 1972 PWD-14 Attached Publication: "Public Assistance and Social Services in New York State: Helping People to Help Themselves"
  - 1972 PWD-09 Adherence to Appendix A of the Order of the Circuit Court of Appeals of December 10, 1971 – Almenares v. Wyman
  - 1972 PWD-08 FSP – Instructions for Local Districts on Recipient Claim Determinations
  - 1972 PWD-07 Correction of '71 PWD-111, Case Actions... Individual Fails or Refuses to Comply with Work Registration Requirements
  - 1972 PWD-06 Revision Form SSA 1610 – Social Security Public Assistance Agency Information Request and Report
- INF
- 1972 INF-37 Educational Services for Children of Families Residing in Motel/Hotels

**1971**

PWD (Administrative Letters)

- 1971 PWD-111 Administrative Case Actions to Be Taken When An Individual Fails or Refuses to Comply with Work Registration Requirements
  - 1971 PWD-109 Maximum Utilization of Federal Categories
  - 1971 PWD-105 Photo ID Cards
  - 1971 PWD-103 Grouping of Districts by PA Caseload
  - 1971 PWD-98 Shelter Cost Survey
  - 1971 PWD-94 Court Order Requiring Continuation, Without Reduction, of Grants of PA, in the Federally Aided Programs, Until State Fair Hearings Afforded and Decided
    - 1971 PWD-93 Inquiry and Report on UIB
    - 1971 PWD-81 Photo ID Cards
    - 1971 PWD-80 Increase in RR Retirement Benefits
    - 1971 PWD-79 Completion of Review Schedules for Recipients Who Have Changed Residence Within the State
      - 1971 PWD-75 Possible Travel to be Reporting to DA
      - 1971 PWD-74 Posting of Notices in SS Offices
      - 1971 PWD-71 Cuban Refugee and Repatriation Programs
      - 1971 PWD-68 Chapter 123 of the Laws of 1971
      - 1971 PWD-63 Photo Identification Cards
      - 1971 PWD-62 Volunteers
      - 1971 PWD-61 Lopez v. Wyman
      - 1971 PWD-59 Standards of Assistance
      - 1971 PWD-55 Welfare Residency Requirements
      - 1971 PWD-51 Chapter 606 Of the Laws of '71 – One Year State Residency Requirements for APPS of PA
        - 1971 PWD-47 Monthly Allowances and Grants
        - 1971 PWD-46 Study of Characteristics of Recipients of Home Relief
          - 1971 PWD-41 Separation of Services, Guidelines Pursuant to Chapter 109, Laws of 1971, Supplemental to Admin Letter '71 PWD-23
          - 1971 PWD-34 Employable Recipients of PA
          - 1971 PWD-30 Pre-Investigation Grants
          - 1971 PWD-28 Standards of Assistance Cooperative Budgeting
          - 1971 PWD-22 Revised Admin. Claiming Procedures for Separated Districts
            - 1971 PWD-21 Standards of Assistance
            - 1971 PWD-20 Federal Report Reg. on SS Provided to Families and Children
              - 1971 PWD-18 Standard of Assistance
              - 1971 PWD-16 Revised Admin. Claiming Procedures for Non-Separated Districts
                - 1971 PWD-14 Required Validation Reviews
                - 1971 PWD-12 Study of Characteristics of Recipients of ADC
                - 1971 PWD-09 ADC Recovery Collection Percentages

1971 PWD-07 Extended Payment of UIB

**1970**

PWD (Administrative Letters)

- 1970 PWD-95 Federal Reimbursement Child Welfare Admin. Cost
  - 1970 PWD-93 Automatic Grant Changes
  - 1970 PWD-90 Rent Schedules
  - 1970 PWD-84 Location of SSD Office
  - 1970 PWD-78 Characteristic Sample Study of AABD Recipients
  - 1970 PWD-76 Increases in RR Retirement Benefits
  - 1970 PWD-75 Grouping of Districts by PA Caseloads
  - 1970 PWD-74 Organization – LDSS
  - 1970 PWD-71 Revised Authorization and Claiming Procedures for Purchase of Services
    - 1970 PWD-69 SSL 62.5(a) NYS Recipients Who Change Residence
    - 1970 PWD-45 Auth. Processed in New Self-Audit System
    - 1970 PWD-43 Expansion of the Self-Audit Process to ADC
    - 1970 PWD-36 Revised Allowances and Grants
    - 1970 PWD-34 Treatment of Income as 1970 Census Enumerators
    - 1970 PWD-32 Vendor/Restrictive Payments
    - 1970 PWD-31 Vendor/Restrictive Payments
    - 1970 PWD-29 Essential Persons in AABD
    - 1970 PWD-12 PA and SS in NYS
- INF
- 1970 INF-22 Digest of laws of 1970 Relating to Social Services

**1968**

PWD (Administrative Letters)

- 1968 PWD-73 Work Incentive Program
  - 1968 PWD-72 ADC to Dependent Children of Unemployed Fathers
  - 1968 PWD-41 Exemption of Income and Resources
  - 1968 PWD-21 Work Incentive Program for ADC Recipients
  - 1968 PWD-16 Personnel and Admin. Organization
- INF
- 1968 PWD-13 Reporting of ADC Children in Need Due to Absence of Parents
    - 1968 INF-33 Federal Benefits for Veterans and Dependents
    - 1968 INF-29 Digest of Laws of 1968 Relating to Social Services
    - 1968 INF-17 Cuban Refugee Program: Adjustment of Status from Parolee to Permanent Resident

**Manual Bulletins (Not dated)**

- MB 195 - Compilation of Requirements for the Provision of Social Services
  - MB 185 - EAF
  - MB 181 - Work – Related Benefits
  - MB 178 - Protection Against Discriminatory Practices
  - MB 175 - Caseload and Supervisory Standards
  - MB 169 - Requirements Applicable to Fraud Cases
  - MB 137b - Disclosure of Information
  - MB 134 - Standard of Need
  - MB 128 - Fair Hearings
  - MB 91b - Determination of Initial and Continuing Eligibility for Public Assistance or Care
    - MB 90h - Official Releases
    - MB 26a - Restoring Employables to Self-Support
    - MB 17h - Distribution of Informational Pamphlets and Notification to Applicants and Recipients of Public Assistance and Care

