

# GUIDANCE DOCUMENTS

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)].

## Office of Temporary and Disability Assistance

The State Administrative Procedure Act (SAPA) § 202-e 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 to 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 relied upon by the New York State Office of Temporary and Disability Assistance (OTDA). Many of these documents are available for review on OTDA's website at [www.otda.state.ny.us](http://www.otda.state.ny.us). Copies of the documents may be requested from OTDA's Public Information Office by writing to 40 North Pearl Street, Albany, New York 12243-0001, by calling (518) 474-9516 or by e-mailing: [nyspio@otda.state.ny.us](mailto:nyspio@otda.state.ny.us). Arrangements can be made with that Office for inspection of the documents. If copies are requested, OTDA will charge fees pursuant to the Freedom of Information Law for copies of the documents. However, fees may be waived on any requests for copies of 10 or less pages. There will be no fee charged for inspection of any of the documents listed below.

Pursuant to SAPA § 202-e (4), OTDA would welcome comments from regulated parties and members of the public who are directly or indirectly affected by the guidelines. Please submit your comments to Jeanine Stander Behuniak, New York State Office of Temporary and Disability Assistance, 40 North Pearl Street 16C, Albany, New York 12243-0001. Telephone: (518) 474-9779. E-mail: [Jeanine.Behuniak@otda.state.ny.us](mailto:Jeanine.Behuniak@otda.state.ny.us).

### 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) Enrollment Workstation Operator's Guide
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. Electronic Benefit Transfer Fiscal (EBT) Manual
15. Fiscal Reference Manual: Policy and Procedures; Forms and

Instructions; County Cost Allocation Plan; and New York City Cost Allocation Plan

16. GAO Government Auditing Standards
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) Reference Guide
22. SOLQ Reference Guide
23. System Reference Manual (SRM)
24. Welfare Management System (WMS) Worker's Guide to Codes
25. Welfare Fraud Investigator Training (WFIT) Manual
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
40. Transitional Opportunities Program (TOP) Guide
41. Audit Institute Training Manual

ADMINISTRATIVE DIRECTIVES (ADM), INFORMATIONAL LETTERS (INF), LOCAL COMMISSIONER MEMORANDA (LCM), TEMPORARY ASSISTANCE DEPUTY COMMISSIONER GENERAL INFORMATION STATEMENTS (GIS), DEAR COLLEAGUE LETTERS (DCL) AND OTHER ISSUANCES

2009

ADM

- 09-ADM-23 Automated Case Closure
- 09-ADM-22 Food Stamp Transitional Benefit Alternative (TBA) for Households with Children Leaving Safety Net Assistance
- 09-ADM-21 Temporary Assistance Excess Support Process and Procedures for Reviewing Cases that have Support Collections in Excess of the Temporary Assistance Deficit

- 09-ADM-20 Employment Sanctions and the Redetermination of Benefits
  - 09-ADM-19 Changes to Assignment of Support Rights and Child Support Distribution for Recipients of Temporary Assistance
  - 09-ADM-18 Temporary Assistance (TA) Policy Implications of Implementation of Electronic Interim Assistance Reimbursement (e-IAR)
  - 09-ADM-17 Changes to the Utility Arrears Repayment Agreement Terms and Enforcement Option
  - 09-ADM-16 Enrollments in Educational Activities for Nonexempt Public Assistance Applicants and Recipients
  - 09-ADM-15 Change in the Requirement to Recover Temporary Assistance (TA) Overpayments
  - 09-ADM-14 Employment Assessments for Exempt Public Assistance Applicants and Recipients in Households Without Dependent Children
  - 09-ADM-13 Temporary Assistance Basic Allowance Grant Increase
  - 09-ADM-12 2009-10 Flexible Fund for Family Services (FFFS) (re-issued)
  - 09-ADM-11 Transitional Employment Advancement Program (TEAP)
  - 09-ADM-10 Shelter Supplementation Plans for Safety Net Assistance Single Adults and Childless Couples
  - 09-ADM-09 Essential Persons
  - 09-ADM-08 Participation in Food Stamp Program by Students in Institutions of Higher Education
  - 09-ADM-07 Property Execution Procedures for Mistake of Fact and/or Exempt Money Claims
  - 09-ADM-06 Expansion of Categorical Eligibility for Food Stamps for Households with Out-of-pocket Dependent Care Expenses
  - 09-ADM-05 Temporary Assistance Budgeting: 2009 Changes to the Earned Income Disregard and the Poverty Level Income Test
  - 09-ADM-04 Temporary Assistance (TA) Payment Type Codes--Designations as Assistance or Non-Assistance
  - 09-ADM-03 Change to the AIDS/HIV-related Illness Emergency Shelter Allowance
  - 09-ADM-02 Income Execution Process
  - 09-ADM-01 New York State Anti-Trafficking Statute
- INF
- 09-INF-21 Revision to LDSS-4887 Mail-in recertification/Eligibility Questionnaire
  - 09-INF-20 Countability of Job Search and Job Readiness Training Activities
  - 09-INF-19 Revisions to LDSS-4836, LDSS-4836-SP, LDSS-4836 NYC, LDSS-4836-SP NYC, LDSS-4841, and LDSS-4841-SP
  - 09-INF-18 5/08 Revisions to the LDSS-4826: "Food Stamp Benefits Application/Recertification" and LDSS-4826A: "How to complete the Food Stamp Benefits Application/Recertification"
  - 09-INF-17 Addendum to the Client Information Books - LDSS-4148D: "New Information About Temporary Assistance and Food Stamps"
  - 09-INF-16 LDSS-4942: "Food Stamp Program Authorized Representative Request Form" (3/09)
  - 09-INF-15 Re-instatement of form LDSS-2640: "Request for Action/Services"
  - 09-INF-14 Personal Needs Allowance (PNA) in Non-Medical Facilities and Medical Facilities Desk Aids
  - 09-INF-13 Revised LDSS-1410: Life Insurance Information Request-Prudential and MetLife
  - 09-INF-12 Program Integrity Questions and Answers
- 09-INF-11 Local District Security Provisions for Hearing Officers
  - 09-INF-10 Modifications made to the Upstate CSMS 8649: "Obligation and Collection Greater Than Assistance Granted" Report and New York City CSMS 8649: "Obligation and Collection Greater Than Assistance Granted" Report
  - 09-INF-09 Revised PUB-4596: EBT Training Brochure
  - 09-INF-08 Distance Learning Education and Training
  - 09-INF-07 Introduce the LDSS-4958: "TA Sanction & Denial Policy/Participation Rate Impact Guide
  - 09-INF-06 Revisions to the LDSS-4148B - What You Should Know About Social Services Programs - Book 2
  - 09-INF-05 Revisions made to the LDSS-4279: "Notice of Responsibilities and Rights for Support" and LDSS-4279 SP: "Notice of Responsibilities and Rights for Support Spanish"
  - 09-INF-04 Digest of Laws of 2007 Relating to programs of the Office of Temporary and Disability Assistance
  - 09-INF-03 Temporary Assistance (TA) Case Composition When a Child Attains Age 18
  - 09-INF-02 WorkPays NY: Introduction of the WorkPays NY Promotional Material and Resource Guide/Checklist
  - 09-INF-01 Earned Income Tax Credit (EITC) and Other Tax Credits for Tax Year 2008
- LCM
- 09-LCM-16 Availability of Safety Net Assistance Project (SNAP 8) Funding
  - 09-LCM-15 2010-2011 Biennial Temporary Assistance and Food Stamp Employment Plan
  - 09-LCM-14 Supplemental 100% Food Stamp Employment and Training Allocations - FFY 2009
  - 09-LCM-14 Supplemental 100% Food Stamp Employment and Training Allocations - FFY 2009
  - 09-LCM-13 Systems Availability Schedule
  - 09-LCM-12 Adjustment of Transaction Charges for the Federal Systematic Alien Verification for Entitlements (SAVE) Program
  - 09-LCM-11 OTDA Transitional Jobs Program
  - 09-LCM-10 OTDA Health Care Jobs Program
  - 09-LCM-09 OTDA Green Jobs Corps Program
  - 09-LCM-08 Funding for Community Solutions for Transportation (CST)
  - 09-LCM-07 Submission of TANF Special Project Claims/FFFS Plans
  - 09-LCM-06 NY Connects (formerly Long Term Care Point of Entry) Program Year 3
  - 09-LCM-05 Food Stamp/Supplemental Nutrition Assistance Program Administrative Funding under the American Recovery and Reinvestment Act
  - 09-LCM-04 Food Stamp Employment and Training Allocations-FFY 2009
  - 09-LCM-03 2009 TANF Summer Youth Employment Program (SYEP) Allocations
  - 09-LCM-02 Support Incentives-Federal Fiscal Year 2007 (FFY 2207)
  - 09-LCM-01 Protection of Confidential Information
- Temporary Assistance Deputy Commissioner GIS Message
- 11/16/09 09TA/DC034 CNS/WMS Alcohol & Substance Abuse Sanction Code Changes (UPSTATE ONLY)
- 11/03/09 09TA/DC033 Meeting Energy Emergencies with HEAP
- 10/28/09 09TA/DC032 Changes to Pass-through and Disregard of Support Payments Effective January 1, 2010 (NYC ONLY)
- 10/20/09 09TA/DC031 Work Activity Attendance Documentation
- 10/14/09 09TA/DC029 Resolution of Potentially Eligible Households for the 2009 Back-to-School One-Time Payment (UPSTATE ONLY)
- 09/28/09 09TA/DC028 TA Policy and District of Fiscal Responsibility (DFR) Procedures, Mediation and Intervention Services

09/21/09 09TA/DC027 Save the Date for Upstate Temporary Assistance (TA) Conference Calls (UPSTATE ONLY)

09/01/09 09TA/DC026 Extension of the Repayment Terms of the Utility Arrears Repayment Agreement

08/27/09 09TA/DC025 SOLQ Reference Guide Revised August 2009 and Available Online

08/18/09 09TA/DC024 Updated - Food Stamp Standards for October 1, 2009 (UPSTATE ONLY)

08/18/09 09TA/DC024 Updated - Food Stamp Standards for October 1, 2009 (NYC ONLY)

08/14/09 09TA/DC023 Revised LDSS-3938 (NYC): "Food Stamp Application Expedited Processing Summary Sheet (NYC ONLY)

08/11/09 09TA/DC022 Human Trafficking Program Liaison

08/05/09 09TA/DC021 2009 Back to School One-Time Payment

07/28/09 09TA/DC020 Revised LDSS-4921: "Working Families Food Stamp Initiative Screening Sheet"

07/27/09 09TA/DC019 USDA Clarification on Action for Returned Mail for Simplified (Six Month) Reporters

07/15/09 09TA/DC018 Changes to Allowable Cash Assistance Rates - United States Repatriation Program (USRP) (UPSTATE ONLY) Posted as a courtesy for BRIA

07/06/09 09TA/DC017 Changes to Pass-through and Disregard of Support Payments effective July 1, 2009 (UPSTATE ONLY)

07/06/09 09TA/DC016 Transitional Food Stamp Benefits for Participants of the TA Grant Diversion Programs (TEAP)

06/30/09 09TA/DC015 Federal Minimum Wage Increase and Its Effects on Temporary Assistance and Food Stamp Programs

06/02/09 09TA/DC014 Suspension of Able-Bodied Adults without Dependents (ABAWD) Requirements

05/08/09 09TA/DC013 Discontinuance of Upstate WRTS Production Reports (UPSTATE ONLY)

04/21/09 09TA/DC012 200% of Poverty Income Standards Chart - June 1, 2009 through May 31, 2010

04/10/09 09TA/DC011 TA, FS, and HEAP Treatment of American Recovery and Reinvestment Act (ARRA) of 2009 \$25 Per Week Increase to Unemployment Insurance Benefits (UIB)

03/31/09 09TA/DC010 Notification of date of the automated process to implement change to the treatment of certain payment type codes discussed in 09 ADM-04

03/19/09 09TA/DC009 Treatment of the One-Time Stimulus Payments from the American Recovery and Reinvestment Act (ARRA) of 2009

03/17/09 09TA/DC008 Updated Food Stamp Standards for April 1, 2009 (UPSTATE ONLY)

03/17/09 09TA/DC008 Updated Food Stamp Standards for April 1, 2009 (NYC ONLY)

03/10/09 09TA/DC006 Use of "Financial Statement" (LDSS-3596) for Utility Arrearage Assistance and the Updated Food/Non-Food Expense Guidelines

03/10/09 09TA/DC005 Return Date for Mailing of LDSS-4130 Periodic Reports to Six-Month Reporting Food Stamp Households (UPSTATE ONLY)

02/11/09 09TA/DC003 2009 Emergency Program Income guidelines for Emergency Safety Net Assistance (ESNA) and Emergency Assistance to Needy Families with Children (EAF)

01/16/09 09TA/DC002 NYSNIP Standard Benefit Amount Adjustments (NYC ONLY)

01/09/09 09TA/DC001 NYSNIP Standard Benefit Amount Adjustments (UPSTATE ONLY)

DCL Child Support

- 11/17/2009 Electronic Communication System Enhancements
- 08/19/2009 Child Support Legislation
- 06/30/2009 2010 Tax Refund Offset Process
- 06/19/2009 Banking Services: SafePass Tokens
- 06/01/2009 Customer Service Helpline: Third Party Referrals

- 03/27/2009 Issuance of the Income Withholding for Support to Employers

- 03/05/2009 Listing of In-Network Automated Teller Machines

- 03/05/2009 EPPi Card Brochure

- 03/05/2009 New Contract for Centralized Support Collection and Enforcement

- 02/18/2009 Request to Withdraw Passport Denial Form

- 02/18/2009 Change to Request to Withdraw Passport Denial Form

- 01/29/2009 Income Execution Resources Letter

2008

ADM

- 08-ADM-12 Support NCP Poverty Level Pilot Initiative

- 08-ADM-11 Interim Assistance Reimbursement (IAR) Consolidated Policy and Procedures

- 08-ADM-10 Deficit Reduction Act (DRA) Annual Service Fee for Child Support

- 08-ADM-09 Farm Bill Reauthorization Provisions of Food Stamp Program for 2008

- 08-ADM-08 Increase in the Pass-through and Disregard of Support Payments

- 08-ADM-07 Implementation of Final Temporary Assistance for Needy Families (TANF) Rule

- 08-ADM-06 Social Security Administration Automation of Interim Assistance Reimbursement (IAR), Direct Deposit Authorization for IAR Payments, Government to Government Services Online (GSO) Registration, and Monthly IAR E-Report

- 08-ADM-05 SSI- Screening/ Identification, Referral and Tracking Requirements

- 08-ADM-04 Treatment of Income from Adoption Subsidy Payments and Foster Care Payments in Determining Food Stamp Program Eligibility and Benefit Amount

- 08-ADM-03 Substance Abuse Treatment for Adolescents - Conversion of Some Facilities that Treat Adolescents from Congregate Care Level 2 to Medical Facilities Under Residential Rehabilitation Services for Youth (RRSY)

- 08-ADM-02 2008-09 Flexible Fund for Family Services (FFFS)

- 08-ADM-01 Temporary Assistance (TA) Budgeting: 2008 Changes to the Earned Income Disregard and the Poverty Level Test

INF

- 08-INF-19 Social Security Administration (SSA) Cost-of-Living Adjustment (COLA) for January 2009-SSI Benefit Levels Chart

- 08-INF-18 Revisions to LDSS-4925: "Employability Code Desk Guide TANF and SN MOE" and LDSS-4926: "Employability Code Desk Guide SN non-MOE"

- 08-INF-17 Temporary Assistance: Financial Institution Resource Clearance

- 08-INF-16 Non-Parent Caregivers and Good Cause

- 08-INF-15 Revision to LDSS-3696 "Job Search Handbook"

- 08-INF-14 Temporary Assistance (TA): Income Eligibility Verification System (IEVS) 1099 Processing for Local Districts

- 08-INF-13 Cost Avoidance Calculations for Program Integrity Initiatives

- 08-INF-12 Pathways and Similar Case Management Models

- 08-INF-11 Revised and Reformatted PUB-4596: EBT Training Brochure

- 08-INF-10 Employment Verifications- Local District Commitment to a Revenue Intercept for Utilization of TALX Corporation eXpress Services under the OTDA Statewide Contract with TALX Corporation

- 08-INF-09 Temporary Assistance Questions and Answers

- 08-INF-08 Verified Employment Data (VED) Information Added to Upstate RFI

- 08-INF-07 Working Families Food Stamp Initiative Q and As
  - 08-INF-06 Online availability of the LDSS-4903: “Disqualification Consent Agreement” and LDSS-4904: “Notice of Consequences to a Disqualification Consent Agreement”
  - 08-INF-05 LDSS-4905: Domestic Violence Information for All Temporary Assistance Applicants
  - 08-INF-04 Personal Needs Allowance (PNA) in Non-Medical Facilities and Medical Facilities Desk Aid
  - 08-INF-03 Categorical Eligibility for Food Stamps Q & As
  - 08-INF-02 LDSS-4583: Domestic Violence Screening Form (Rev. 9/07)
  - 08-INF-01 Earned Income Tax Credit (EITC) and Other Tax Credits for Tax Year 2007
- LCM
- 08-LCM-13 Funding for Intensive Case Services for Noncompliant Families (ICS3)
  - 08-LCM-12 Availability of Safety Net Assistance Project (SNAP) Funding
  - 08-LCM-11 Automated Termination of Food Stamp (FS) Claims
  - 08-LCM-10 Supplemental 100% Food Stamp Employment and Training Allocations - FFY 2008
  - 08-LCM-09 Home Energy Assistance Program (HEAP) Office of the State Comptroller (OSC) Payment Process
  - 08-LCM-08 NY Connects (formerly Long Term Care Point of Entry Program)
  - 08-LCM-07 Work Incentive Fund Allocations 2008-09
  - 08-LCM-06 Local Administration Fund (LAF) Base Allocations 2008-2009
  - 08-LCM-05 Funding Available for Community Solutions for Transportation (CST)
  - 08-LCM-04 2008-09 Home Energy Assistance Program (HEAP) Targeted Mail Out
  - 08-LCM-03 Submission of TANF Special Project Claims/FFFS Plans
  - 08-LCM-02 Child Support Incentives-Federal Fiscal Year 2006 (FFY 2006)
  - 08-LCM-01 Food Stamp Employment and Training Allocations - FFY 2008
- Temporary Assistance Deputy Commissioner GIS Messages
- 12/23/08 08TA/DC034 Extension of the Ten Day Reporting Deadline for Request of Replacement Food Stamp Benefits
- 12/22/08 08TA/DC033 Survey of Social Services Districts (SSDs) for Information Needed to Implement New Laws Regarding Temporary Housing for Sex Offenders
- 12/19/08 08TA/DC032 Food Stamp Budgeting Reminder: Increased Standard Utility Allowances
- 12/17/08 08TA/DC031 (REVISED) Issuing Replacement Food Stamp Benefits and Emergency Food Replacement (UPSTATE ONLY)
- 11/25/08 08TA/DC029 Estimating Automobile Value: Change in the National Automobile Dealers Association (NADA) Pricing Terminology
- 11/25/08 08TA/DC028 2008 Food Stamp Bonus Award Allocation
- 11/14/08 08TA/DC027 OMRDD Regional Meetings and Food Stamp Applications for Group Home Residents
- 11/05/08 08TA/DC026 Suspending Enforcement of Utility Repayment Agreements during the Cold Weather Period
- 10/17/08 08TA/DC025 Claims Establishment for Food Stamp Cases Affected by Deletion of Adoption Subsidy Income during the ALL MRB/A (UPSTATE ONLY)
- 10/06/08 08TA/DC024 Meeting Energy Emergencies with HEAP
- 09/30/08 08TA/DC023 Increase in Pass-through and Disregard of Support Payments
- 09/24/08 08TA/DC022 Group Home and Congregate Care Budgeting (UPSTATE ONLY)
- 09/24/08 08TA/DC022 Group Home and Congregate Care Budgeting (NYC ONLY)
- 09/18/08 08TA/DC021 Use of the “Financial Statement (LDSS-3596) for Utility Arrearage Assistance and the Updated 2007-08 Food/Non-Food Guidelines
- 09/15/08 08TA/DC020 Electronic IAR Phone Conference
- 08/14/08 08TA/DC019 Updated - Food Stamp Standards for October '08 (NYC ONLY)
- 08/14/08 08TA/DC019 Updated - Food Stamp Standards for October'08 (UPSTATE ONLY)
- 07/30/08 08TA/DC018 Food Stamp Notice of Missed Interview (NOMI) Notice
- 07/24/08 08TA/DC017 Federal Minimum Wage Increase & Food Stamp Work Exemption
- 07/22/08 08TA/DC016 New Policy and Closing Codes for Fleeing Felons and Probation and Parole Violators (NYC ONLY)
- 07/22/08 08TA/DC016 New Policy and Closing Codes for Fleeing Felons and Probation and Parole Violators (UPSTATE ONLY)
- 07/22/08 08TA/DC015 National Voter Registration Act (NVRA) Responsibilities - 2008 General Election
- 06/26/08 08TA/DC014 SDX Manual Renamed SDX Reference Guide, Revised March 2008, and Available Online
- 06/19/08 08TA/DC013 Automated Termination of Food Stamp (FS) Claims
- 05/28/08 08TA/DC012 Social Services District Responsibility for Updating District Specific Information Found on the OTDA Intranet and CentraPort
- 04/22/08 08TA/DC011 200% of Poverty Income Standards Chart - June 1, 2008 through May 31, 2009
- 04/08/08 08TA/DC010 Addition of Verified Employment Data (VED) to RFI for ALL Upstate LDSS's (UPSTATE ONLY)
- 04/08/08 08TA/DC009 Federal Economic Stimulus Tax Rebate
- 04/04/08 08TA/DC008 Guidance of Afghan & Iraqi Nationals Granted Special Immigrant Status by the U.S. Citizenship & Immigration Services (USCIS)
- 03/20/08 08TA/DC007 Third Set of Conference Calls Regarding Necessary Action on Closed Cases Discussed in 07 ADM-06 Doe v. Doar - Unfavorable Appellate Court Decision on the Proration Policy transmitted in 04 ADM-05 “TA & Non-TA Mixed Households, Budgeting when the Family Includes an SSI Member”
- 03/20/08 08TA/DC006 2008 Emergency Program Income Guidelines for ESNA & EAF
- 03/07/08 08TA/DC005 Addition of Verified Employment Data (VED) to RFI (UPSTATE ONLY)
- 02/29/08 08TA/DC004 Categorical Eligibility for Food Stamps / Helping Hands Brochure
- 02/08/08 08TA/DC003 Updates to the Temporary Assistance & Food Stamp Policy Manual
- 01/17/08 08TA/DC002 Public Housing Authority Shelter Allowance Change in Approval Process
- 01/11/08 08TA/DC001 Temporary Assistance: Safety Net Assistance (SNA) 45 Day Application Period During a Leap Year
- DCL Child Support
- 11/20/2008 Poverty-Level Noncustodial Parent Modification and Arrears Pilot
  - 11/25/2008 Enhanced Driver's License Program
  - 12/30/2008 Impact of Statutory Amendments on PEX and PIC Processes
  - 09/26/2008 Tax Law Change and Offset of STAR Rebates
  - 07/16/2008 Tax Refund Offset Process
  - 06/30/2008 Money Screen Confidentiality
  - 05/19/2008 Desk Review Confirmation Notice
  - 05/19/2008 Desk Review Confirmation Notification Procedure
  - 04/22/2008 Desk Review Request Form and Instructions
  - 04/22/2008 Desk Review Request Form Letter

2007

ADM

- 07-ADM-10 The Working Families Food Stamp Initiative (WFFSI)
- 07-ADM-09 Categorical Eligibility for Food Stamps
- 07-ADM-08 Safety Net Assistance (SNA) Households Without Dependent Children (Singles and Childless Couples) Work Activity Definitions and Participation Rate Methodology
- 07-ADM-07 Unaccompanied Refugee Minors (URM) Program
- 07-ADM-06 Doe v. Doar - Unfavorable Appellate Court Decision on the Proration Policy Transmitted in 04 ADM-05 "Temporary Assistance and Non-Temporary Assistance Mixed Households; Budgeting When the Family Includes an SSI Member"
- 07-ADM-05 Food Stamp Change Reporting for Ten-Day Reporters
- 07-ADM-04 2007-08 Flexible Fund for Family Services (FFFS)
- 07-ADM-03 The Recoupment of Duplicate Restricted Rental Payments and Change of Timely Reporting Requirements from Five (5) Business Days to Ten (10) Calendar Days
- 07-ADM-01 Temporary Assistance Procedures: Elimination of Quarterly Reporting System (QRS) Requirements and Welfare-To-Work Procedures: Documenting Hours of Paid Employment

INF

- 07-INF-16 Social Security Administration (SSA) Cost-of-Living Adjustment (COLA) for January 2008 - SSI Benefit Levels Chart
- 07-INF-15 LDSS-4579: "Alien Eligibility Desk Aid" (Revised 10/07)
- 07-INF-14 Child Only Questions and Answers
- 07-INF-13 Introducing the Electronic Benefit Transfer (EBT) Cardholder Account Overview Guide
- 07-INF-12 Office of Temporary and Disability Assistance (OTDA) Restructuring
- 07-INF-11 Office of Alcoholism and Substance Abuse Services (OASAS) Tobacco-Free Prevention and Treatment Programs
- 07-INF-10 Automated Case Closing of Computer Match Hits (Auto Close)
- 07-INF-09 LDSS-4905: Domestic Violence Information for All Temporary Assistance Applicants (previously known as the "Hand-Out to All Applicants for Welfare" LDSS-4594, 4594-NYC, 4594-S, 4594-S-NYC: "Notification of Decision on a Waiver" LDSS-4595, 4595-NYC, 4595-S, 4595-S-NYC: "Notification of Decision on a Continuation of Waiver")
- 07-INF-08 Lottery Intercept Reporting to Local Districts
- 07-INF-06 Revisions to the LDSS-4148A - What You Should Know About Your Rights and Responsibilities (When Applying For or Receiving Social Services)
- 07-INF-05 Revision to LDSS-4530: Assignment of Wages, Salary, Commissions or Compensation For Services
- 07-INF-04 Revisions to 22 Mandatory Client Notices
- 07-INF-03 Recovery/Recoupment Due to Fleeing Felon and Probation/Parole Violator Status
- 07-INF-02 Revisions to "Action Taken On Your Request For Assistance To Meet An Immediate Need or A Special Allowance" (LDSS-4002)
- 07-INF-01 Social Security Numbers for Aliens without United States Citizenship and Immigration Services (USCIS) Work Authorization

LCM

- 07-LCM-16 Financial Management Procedures for Social Security Administration Representative Payees - Revised
- 07-LCM-15 Federal Requirements for Work Participation Documentation and Reporting
- 07-LCM-14 Food Stamp Bonus Award Allocation

- 07-LCM-13 2008-2009 Temporary Assistance and Food Stamp Employment Plan
- 07-LCM-12 Food Stamp Employment and Training Allocations - FFY 2007
- 07-LCM-11 2007-2008 Home Energy Assistance Program (HEAP) - Client Notice System (CNS) Early Mail-Out
- 07-LDM-10 Food Stamp Management Evaluation Procedures
- 07-LDM-09 Availability of Funds to Provide Services to Safety Net Assistance Recipients (SNAP - Safety Net Assistance Project)
- 07-LCM-08 e-HEAP Electronic Workbook and e-File
- 07-LCM-07 Funding for Intensive Case Services for Noncompliant Families
- 07-LCM-06 Funding Available for Community Solutions for Transportation (CST)
- 07-LCM-05 Local Administration Fund Allocations 2007-2008
- 07-LCM-04 SDX - SSI Individual Status Screen on WMS
- 07-LCM-03 Local District Emergency Closings
- 07-LCM-02 Submission of TANF Special Project Claims/FFFS Plans
- 07-LCM-01 Child Support Incentives - Federal Fiscal Year 2005 Temporary Assistance Deputy Commissioner GIS Messages
- 12/18/07 07TA/DC022 NYSNIP Standard Benefit Amount Adjustments
- 12/14/07 07TA/DC021 Working Families Food Stamp Initiative Conference Informational Calls - December 20, 2007
- 12/14/07 07TA/DC020 Categorical Eligibility for Food Stamps
- 12/05/07 07TA/DC019 Food Stamp Program Group Home Standard Benefits (GHSB) Adjustments
- 11/29/07 07TA/DC018 Meeting Energy Emergencies
- 11/16/07 07TA/DC017 Food Stamp Bonus Award Allocation
- 11/15/07 07TA/DC016 Distribution of "Child Care Letter" Lists UPSTATE ONLY
- 10/30/07 07TA/DC015 "In Lieu of TA Child Care" Dear Parent Letter
- 10/17/07 07TA/DC014 Conference Calls regarding implementation issues related to 07 ADM-06 Doe v. Doar - Unfavorable Appellate Court Decision on the Proration Policy transmitted in 04 ADM-05 "Temporary Assistance and Non-Temporary Assistance Mixed Households, Budgeting when the Family includes an SSI Member" (UPSTATE ONLY)
- 09/27/07 07TA/DC012 Use of the "Financial Statement" (LDSS-3596) for Utility Arrearage Assistance and the Updated 2007-08 Food/Non-Food Guidelines
- 09/14/07 07TA/DC011 Doe v. Doar: Court Decision Invalidates Policy in 18 NYCRR 352.2(b) and 04 ADM-5 "Temporary Assistance and Non-Temporary Assistance Mixed Households-Budgeting When Family Includes an SSI Member"
- 08/27/07 07TA/DC010 Interim Assistance Reimbursement (IAR) for More than One Social Services District
- 08/21/07 07TA/DC009 Substance Abuse Treatment for Adolescents - Conversion of Some Facilities that Treat Adolescents from Congregate Care Level II to Medical Facilities Under Residential Rehabilitation Services for Youth (RRSY)
- 08/14/07 07TA/DC008 Updated-Food Stamp Standards for October 1, 2007 (UPSTATE ONLY)
- 08/14/07 07TA/DC008 Updated-Food Stamp Standards for October 1, 2007 (NYC ONLY)
- 08/07/07 07TA/DC007 Federal Minimum Wage Increase and Food Stamp Exemption
- 08/01/07 07TA/DC006 Reporting Excused Absences from Countable Unpaid Work Activities as Hours of Participation for Households with Dependent Children
- 06/06/07 07TA/DC005 Delayed Mailing of LDSS-4310 Periodic Reports to Six-Month Reporting Food Stamp Households

03/30/07 07TA/DC004 2007 Emergency Program Income Guidelines for Emergency Safety Net Assistance (ESNA) and Emergency Assistance to Needy Families with Children (EAF)

03/20/07 07TA/DC003 200% of Poverty Income Standards Chart June 1, 2007 through May 31, 2008

03/01/07 07TA/DC002 Client Satisfaction Survey

02/20/07 07TA/DC001 Permanently Residing Under the Color of Law (PRUCOL)

DCL Child Support

- 06/29/2007 MEDX Appellate Court Decision
- 06/01/2007 Release of Information to a Requesting Party
- 05/09/2007 Retroactive Modification of Support and Crediting of Overpayments

2006

ADM

- 06-ADM-17 Implementation of Interim Final TANF Rule
- 06-ADM-16 Desk Reviews of the Distribution of Child Support Payments
- 06-ADM-15 School Attendance of Homeless Children - Revised
- 06-ADM-14 Electronic Benefit Transfer (EBT) Customer Service Automated Response Unit (ARU) Personal Identification Number (PIN) Selection Restriction
- 06-ADM-13 National Directory of New Hires (NDNH) Computer Match
- 06-ADM-12 Noncustodial Parent New York State Earned Income Tax Credit (NCP NYS EIC) - Procedures
- 06-ADM-11 United States Repatriation Program (USR) ADM Local District Responsibilities (except NYC)
- 06-ADM-10 Temporary Assistance (TA) Mail-in Recertification Process Revised
- 06-ADM-09 Velazquez Cases - Special Instructions Part 3
- 06-ADM-08 2006-07 Combined TANF Allocation
- 06-ADM-07 District of Fiscal Responsibility for Homeless Placements Out of District Revised
- 06-ADM-06 Coordination of Temporary Assistance Employment and Eligibility Requirements for Individuals Who Are Required to Apply for SSI
- 06-ADM-05 Providing Access to Temporary Assistance Programs for Persons with Disabilities and/or Limited English Proficiency (LEP) Revised
- 06-ADM-03 Personal Needs Allowance in Level 2 Congregate Care Residential Alcohol and Substance Abuse Treatment Programs Revised
- 06-ADM-02 Temporary Assistance: Income Eligibility Verification System (IEVS) 1099 Processing
- 06-ADM-01 Lifeline Telephone Service

INF

- 06-INF-36 Earned Income Tax Credit (EITC) and Other Tax Credits for Tax Year 2006
- 06-INF-34 Domestic Violence Residential Programs - Payment Issues and District of Fiscal Responsibility (DFR)
- 06-INF-33 Social Security Administration (SSA) Cost-of-Living Adjustment (COLA) for January 2007 - SSI Benefit Levels Chart
- 06-INF-32 Digest of Laws of 2006 Relating to Programs of the Office of Temporary and Disability Assistance
- 06-INF-31 Local District Commitment to a Revenue Intercept for Utilization of TALX Corporation eXpress Services for Employment and Wage Verifications under the Statewide Contract with TALX Corporation
- 06-INF-30 New Desk Guide - LDSS-4888: "School Attendance Desk Guide" (7/06)
- 06-INF-29 Revisions to 12 Mandatory Client Notices
- 06-INF-28 Revised 9/06 version of the LDSS-4778: "Calculations of Total Overpayment Amount"

- 06-INF-27 Revision of the LDSS-4731: "District of Fiscal Responsibility (DFR) Desk Guide" (Rev. 7/06)
- 06-INF-26 Investigative Unit Operations Plan
- 06-INF-25 Consolidated Shelter Arrears Policy and Emergency Safety Net Assistance Shelter Arrears Repayment Agreement - Revised
- 06-INF-24 Contract with TALX Corporation for Employment and Income Verification Services via the "Work Number" and Local District Contact Information Request for the TALX Corporation and the National Directory of New Hires computer match
- 06-INF-23 LDSS-4579: "Alien Eligibility Desk Aid" (Rev. 6/06)
- 06-INF-22 Clarification of DFR Procedures for Parolees
- 06-INF-21 Temporary Assistance Questions and Answers
- 06-INF-20 Clarification of the Treasury Offset Program (TOP) Collection Process
- 06-INF-19 Medicare Part D Prescription Drug Plan and End of the Medicare-Approved Prescription Drug Discount Card Program Deduction
- 06-INF-18 LDSS-4884: Temporary Assistance Energy Emergencies Comparison Table
- 06-INF-17 LDSS-4863 Medical Information Release Form
- 06-INF-16 Program Integrity Questions and Answers
- 06-INF-15 Revisions to the LDSS-3174 Recertification Form for Temporary Assistance, Medical Assistance, Medicare Savings Program and Food Stamp Benefits and Pub-1313 How to Complete the LDSS-3174
- 06-INF-14 Battered Aliens Eligibility for Benefits Revised
- 06-INF-12 Clarification of Policy Regarding Verification of School Attendance Revised
- 06-INF-11 Family Violence Option Policy Clarifications
- 06-INF-10 Computer Matching Clarification for Food Stamps
- 06-INF-09 Revisions for the LDSS-3151: Food Stamp Change Report form (Rev. 1/06)
- 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

LCM

- 06-LCM-13 OTDA Contract with Medical Providers for Consultative Medical and Psychological Examinations and Intelligence Assessments
- 06-LCM-12 Long Term Care Point of Entry Program
- 06-LCM-11 Funding for Intensive Case Services for Noncompliant Families
- 06-LCM-10 Federal Work Participation Rate Requirements Under the Interim Final TANF Rule
- 06-LCM-09 Claiming Process for Certain Two-Parent Families
- 06-LCM-08 Food Stamp Management Evaluation Procedures
- 06-LCM-07 Claiming of Food Stamp Program (FSP) administrative funds for the medical screening of Food Stamp Employment and Training (FSE&T) participants to establish exemption from program rule requirements.
- 06-LCM-06 Additional TANF Funding to Support State-Administered Programs and Contracts
- 06-LCM-05 Imaging and Enterprise Document Repository (I/EDR) Services and Pricing Information
- 06-LCM-04 Katrina Claiming for Non-Assistance Program Expenditures

- 06-LCM-03 2006-07 Home Energy Assistance Program
- 06-LCM-02 Allocation for the 2006-07 Local Administration Fund
- 06-LCM-01 Submission of TANF Special Project Claims Temporary Assistance Deputy Commissioner GIS Messages
- 12/21/06 06TA/DC043 Citizens Energy Oil Heat Program (UPSTATE ONLY)
- 12/19/06 06TA/DC042 Minimum Wage Increase and Work Hours
- 11/24/06 06TA/DC041 NYSNIP Standard Benefit Amount Adjustments
- 11/22/06 06TA/DC040 Upcoming Telephone Conference Calls to Discuss Child Support Desk Review Process for Excess Support & Pass-through Payments
- 11/20/06 06TA/DC039 Group Home Standardized Benefits (GHSB) Adjustments
- 10/30/06 06TA/DC038 TA Grant Diversion Participants Not Eligible for TBA FS
- 10/26/06 06TA/DC037 1099 Computer Matching for TANF Recipients
- 10/18/06 06TA/DC036 Hours of Participation in Work Activities Report for Safety-Net Assistance (SNA) Cases without Dependent Children
- 10/10/06 06TA/DC035 Meeting Energy Emergencies
- 09/21/06 06TA/DC034 Non-Assistance Payment Types for Authorization of Temporary Assistance (TA) Emergency or Immediate Needs (UPSTATE ONLY)
- 09/05/06 06TA/DC033 Use of the "Financial Statement" (LDSS-3596) for Utility Arrears Assistance and the Updated 2006-07 Food/Non-Food Guidelines
- 08/18/06 06TA/DC032 UPST Updated - Food Stamp Standards for October 1, 2006 (UPSTATE ONLY)
- 08/18/06 06TA/DC032 NYC Updated - Food Stamp Standards for October 1, 2006 (NYC ONLY)
- 08/11/06 06TA/DC031 Alert for the provision of US citizen repatriation services (UPSTATE ONLY)
- 07/25/06 06TA/DC030 Close Out of DFSP in Four Counties (Broome, Delaware, Montgomery, Tioga) (UPSTATE ONLY)
- 07/21/06 06TA/DC029 Extension of DFSP in Four Counties (Broome, Delaware, Montgomery, Tioga) (UPSTATE ONLY)
- 07/17/06 06TA/DC028 Issuing Supplemental Disaster FS Benefits to Current Food Stamp Recipients Affected by the Disaster (UPSTATE ONLY)
- 07/14/06 06TA/DC027 Extension of the Disaster Food Stamp Benefit Program (UPSTATE ONLY)
- 07/14/06 06TA/DC026 Toll-Free Number for Hearing Matters Related to the Flood of 2006 (UPSTATE ONLY)
- 07/11/06 06TA/DC025 Disaster Food Stamp Benefit Program and TA Emergency Benefits Follow-up GIS Message (UPSTATE ONLY)
- 07/10/06 06TA/DC024 Edit Change to Unearned Income Source Code 06 (Child Support Payments) and Unearned Income Source Code 02 (Alimony/Spousal Support Non-Arrears) (UPSTATE ONLY)
- 07/10/06 06TA/DC023 Camp Fees
- 07/07/06 06TA/DC022 Implementation of Disaster Food Stamp Program and Clarification of Emergency Assistance Programs; Information on Temporary Assistance Programs and HEAP in Relation to Flood Relief (UPSTATE ONLY)
- 07/07/06 06TA/DC021 WINR 4402 - Excess Child Support Exception Report - New Exceptions and Necessary Action (UPSTATE ONLY)
- 07/04/06 06TA/DC020 Emergency Benefit Issuance to Flooding Victims, July 4, 2006
- 06/29/06 06TA/DC019 WMS Availability on Fourth of July, 2006
- 06/29/06 06TA/DC018 Emergency Food Replacement
- 05/31/06 06TA/DC017 Problem with recent NYSNIP 24-Month Interim Report Mailing
- 05/25/06 06TA/DC016 Legislative Changes to Temporary Assistance Employment Requirements
- 05/12/06 06TA/DC015 NYSNIP Upstate 24 Month Interim Report (LDSS-4836 and 4836SP)
- 05/11/06 06TA/DC014 NYSNIP 24 Month Interim Reporting
- 04/07/06 06TA/DC013 Temporary Assistance: Income Eligibility Verification System (IEVS) 1099 Processing Contact List (UPSTATE ONLY)
- 04/03/06 06TA/DC012 New York State Nutrition Improvement Program (NYSNIP) Benefit Levels
- 03/28/06 06TA/DC011 Food Stamp Disaster Plan Local Contacts
- 03/23/06 06TA/DC010 Food Stamp Policy Reminder Authorized Reps are Chosen at HH Discretion
- 03/10/06 06TA/DC009 Delayed Delivery of Interim Assistance Reimbursement (IAR) Checks
- 03/07/06 06TA/DC008 WMS Coding for Evacuees of Hurricane Katrina
- 02/22/06 06TA/DC007 200% of Poverty Income Standards Chart - June 1, 2006 through May 31, 2007
- 02/10/06 06TA/DC006 Reauthorization of Temporary Assistance for Needy Families Program
- 02/10/06 06TA/DC005 2006 Emergency Program Income Guidelines for Emergency Safety Net Assistance (ESNA) and Emergency Assistance to Needy Families with Children (EAF)
- 02/01/06 06TA/DC004 Food Stamp Budgeting Reminder: Increased Standard Utility Allowances
- 01/30/06 06TA/DC003 Group Home Standardized Benefits (GHSB) Adjustments (NYC ONLY)
- 01/12/06 06TA/DC002 Food Stamp Budgeting; Updated Food Stamp Medical Mileage Deduction
- 01/05/06 06TA/DC001 Group Home Standardized Benefits (GHSB) Adjustments (UPSTATE ONLY)
- DCL Child Support
- 08/31/2006 Passport Denial Instructions
- 08/31/2006 Passport Denial
- 08/17/2006 Tax Refund Offset Process
- 02/09/2006 Revised Automated Case Closure
- 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-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 Velazquez 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-26 Notification of Local Districts Concerning Release of Sex Offenders
- 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-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-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 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

01/28/05 05TA/DC002 Exclusion of Military Combat Pay

DCL Child Support

- 11/29/2005 Model Bankruptcy Protocol

- 06/10/2005 Undistributed Collections and Coding

- 06/10/2005 Undistributed Collection Categories and Coding for 44 SPEC Field

- 03/10/2005 Medical Execution

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-04 Refugee Cash and Medical Assistance Programs (RCA & RMA) Revised December 8, 2004

- 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-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”

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
- 12/21/04 04TA/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
- 08/17/04 04TA/DC019 Updated Food Stamp Standards for October 1, 2004
- 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)
- DCL Child Support
  - 06/25/2004 Letter and Instructions: Court-Based License Suspension Process
  - 06/25/2004 Court-Based License Suspension Process Quick Reference Sheets
  - 06/25/2004 Sample Warning Notice
  - 06/25/2004 Document Data Sheets
  - 05/03/2004 Letter: Calculation of Unreimbursed Assistance
  - 05/03/2004 Calculation/Payment of Support In Excess of Assistance Paid
  - 05/03/2004 Response to Specific Questions
  - 03/24/2004 Unreimbursed Assistance
  - 03/23/2004 Letter: Medical Execution Frequently Asked Questions
  - 03/23/2004 Medical Execution Frequently Asked Questions
  - 03/02/2004 Issuance of Medical Execution and Alternative Coverage
  - 02/26/2004 Medical Execution Cover
  - 02/26/2004 National Medical Execution Notice Revised

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: LDSS-2921 Statewide “Common Application” form and PUB-1301 Statewide “How to Complete the Application” form
- 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-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 elderly/disabled
- 09/23/03 03TA/DC027 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
- 08/13/03 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
- 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
- DCL Child Support
- 10/21/2003 Private Collection Agencies
  - 07/23/2003 Court-Based License Suspension
  - 07/11/2003 \$500 Arrears Cap
  - 06/27/2003 Intrastate Transfer of Cases
  - 06/10/2003 HIPAA Rules and Child Support
  - 05/01/2003 Department of Taxation and Finance: Kennedy Enhancements
  - 01/28/2003 Cost Recovery of Legal Representation/International Child Support Cases
- 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-04 Food Assistance Program (FAP): Expansion of Eligibility to Certain Victims of Domestic Violence
  - 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
- 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-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-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-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-02 Suspension of Local MOE Plans Submission
- Temporary Assistance Deputy Commissioner GIS Messages
- 09/17/02 02TADC024 Additional Food Stamp Resource Exclusion
  - 08/13/02 02TADC018 Updated - Food Stamp Standards for October 1, 2002
  - 04/10/02 02TADC009 Requirement to send 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
- DCL Child Support
- 12/16/2002 Modifications to Driver's License Suspension Process
  - 08/29/2002 PIC Enforcement Procedures
  - 07/29/2002 Liens
  - 07/19/2002 Property Execution Against Jointly Owned Bank Accounts
  - 06/03/2002 Wage and Health Benefit Report
  - 05/21/2002 Drivers' License Suspension Modifications
- 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-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-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-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-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-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
- 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
- 08/07/01 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
- 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

## DCL Child Support

- 03/06/2001 Re-Assignment of Permanently Assigned Arrears
- 08/06/2001 Tax Off-Set Distribution Rules
- 12/18/2001 Letter: Continuation of Services
- 12/18/2001 Notice: Continuation of Services

## 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-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) and 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-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-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-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-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-01 Temporary Assistance to Needy Families Maintenance of Effort FY 2000

## DCL Child Support

- 05/16/2000 Policy: DNA Labs + Attachment
- 03/02/2000 CSMS Modification: Distributions/PROWRA
- 01/19/2000 CSMS Modification: Distributions/PROWRA

## 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-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-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-11 Potential Eligibility for Food Stamps: Hmong and Other Highland Laotian Tribe Members
- 1999 INF-10 Domestic Violence Waiver of Temporary Assistance 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-02 Revision to Budget Worksheet - Public Assistance (LDSS-548)

## LCM

- 1999 LCM-40 Information on Problem Gambling
- 1999 LCM-39 TANF Funded Employment Program Contracts
- 1999 LCM-37 Claiming Deadlines - TANF Programs
- 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-26 Merit Incentive Awards Allocations
- 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-04 Federal Tax Refund Offset Program (FTROP)
- 1999 LCM-03 "Notice of Claim Settlement" (OTDA-591, 591-A & 907)
- 1999 LCM-01 Food Stamp Program: Clarification of Definition of Disability

## DCL Child Support

- 09/30/1999 Cost of Living Adjustment
- 08/13/1999 Custodial Parents Request Payments to Private Collection Agency
- 08/06/1999 Financial Institution Data Match
- 08/04/1999 Guidance: Request to Use Private Collection Agencies
- 06/16/1999 Cost of Living Adjustment Weekly Errors for Counties
- 04/27/1999 Judiciary Law and Social Services Law
- 02/16/1999 Recovery of Costs Policy: Interstate Applicants

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-09 Public Assistance Eligibility: Time Limit for Initial Interview
- 1998 ADM-07 Learnfare
- 1998 ADM-06 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-02 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-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-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-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-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-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-09 Automated Finger Imaging System (AFIS) Policy Clarifications
- 1997 INF-07 Revision of DSS-3604: “Notification of ADC Change”
- 1977 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-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-64 1997 Federal Family Violence Prevention and Services Act Grant
- 1977 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
- 1977 LCM-44 Agency-Based Voter Registration (Motor Voter) Training Program
- 1997 LCM-42 Local District Closings
- 1977 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 SSA IAR 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-09 Utility Arrears Repayment Agreement
- 1996 ADM-08 OBRA'93 Provisions on Transferees and Trusts
- 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-3174 NYC) 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-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 Adult 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 AM
- 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

## 1995

## 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-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-01 National Voter Registration Act

## INF

- 1995 INF-46 Revision of Client Information Books
- 1995 INF-45 Digest of Laws of 1995 Relating to Social Services
- 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-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-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-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-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

## 1994

## 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 (Rice 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-54 Revision to ABEL Input Sheet (DSS-3570A)
- 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-16 Food Stamps Clarification of Effective Date of a Timely Adverse Action Notice
- 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-3035 NYC) (Rev. 9/93)
- 1994 INF-03 The 1994 Earned Income Credit Campaign
- 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-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 Error Rate/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 (DS-VAR) 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-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 (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

## LCM

- 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-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-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

1992

## ADM

- 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)

## INF

- 1992 INF-57 Revised “Programmatic Action Regulations Guide” DSS-4168
- 1992 INF-53 Digest of Laws of 1992 Relating to Social Services
- 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-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-39 Revision to ABEL Input Sheet (DSS-3570A)
- 1992 INF-38 Revision of Two Food Stamp ABEL Budget Narratives (DSS-3959 and DSS-3961)
- 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 (DS-3570A)
- 1992 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1991

## LCM

- 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-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)
- 1991
- ADM
- 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-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
- INF
- 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-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-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-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 Regarding 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 Dependent Children(ADC) Program
- 1990 ADM-03 Changes in Earned Income Disregards: Amendments to Department Regulations

## INF

- 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-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-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1989

## LCM

- 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

1989

## 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-5s) 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)

## INF

- 1989 INF-70 Food Stamps: Budgeting of Certain Student Income
- 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-47 Digest of Laws of 1989 Relating to Social Services
- 1989 INF-46 Food Stamps: Application Processing for Migrant/Seasonal Farm workers
- 1989 INF-34 Food Stamp Policy Regarding Eastern Airlines Strikers
- 1989 INF-33 Page Replacements for 89 ADM-18
- 1989 INF-32 Payment of Sales Tax for Public Assistance Recipients Placed in Hotels/Motels
- 1989 INF-31 Food Stamp Household Composition: Three Generation Household and Living With Siblings
- 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-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-03 1988-89 Home Energy Assistance Program (HEAP) Questions and Answers
- 1989 INF-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1988

## LCM

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

1988

## 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-26 The Use of the PG-ADC Category
- 1988 ADM-06 Comprehensive Employment Report (CER) DSS-3545 (Re 11/87)

## INF

- 1988 INF-81 Clarification of Food Stamp Regional Meetings Questions and Answers
- 1988 INF-75 Burial Spaces/Plots
- 1988 INF-71 Social Security Numbers Issued Prior to January 1, 1972 for Purposes of Verifying Alien Status
- 1988 INF-68 Graduate Student Assistantships
- 1988 INF-67 Refugee/Entrant Assistance Program: Eligibility of Certain Amerasian Immigrants
- 1988 INF-64 PA/Energy Voluntary Restriction Form
- 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-50 Food Stamp Categorical Eligibility: Budgeting of Food Stamp Households Retroactively Determined Eligible for SSI
- 1988 INF-47 Amendment to Department Regulations Increasing Public Assistance Exemption of Earnings of Family Day Care Providers
- 1988 INF-45 Amendment of Department Regulation Regarding Public Assistance Exemption of Student Earnings
- 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-16 Revised DSS-3890 Comment Sheet
- 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-01 Annual Index of Administrative Directives, Informational Letters and Manual Bulletins for 1987

## LCM

- 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)

## 1987

## ADM

- 1987 ADM-52 Community Work Experience Program (CWEP) - ADC Work Experience
- 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

## INF

- 1987 INF-66 Increase in the State Supplemental Personal Needs Allowance (SSPNA)
- 1987 INF-64 Increase in Camp Fees
- 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-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

1986

ADM

- 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-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

INF

- 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-01 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

1985

ADM

- 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-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

INF

- 1985 INF-10 Case Assessment and Prioritization
- 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

1984

ADM

- 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-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-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

INF

- 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-03 Annual Index of ADM Directives/INF Letters, 1983

Letters

09/25/1984 Prospective Budgeting

07/02/1984 Danks v. Perales

01/17/1984 - IAR

1983

ADM

- 1983 ADM-67 Grazyna Pasternak v. Blum: Exemption of Graduate School Grants and Loans
- 1983 ADM-55 Stepparent Deeming (Kelly v. Perales)
- 1983 ADM-53 Clarifications of Procedures in Authorizing EAF Payments
- 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-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-68 Public Work Project Worksites at Religious Institutions; Atchinson et al. v. Blum
- 1982 ADM-65 Nafziger et al. v. Blum
- 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-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-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-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-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-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 Clients' 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-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-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-76 SSI/AFDC Payment Coordination Form DSS-3021
- 1978 ADM-71 Nondiscrimination-Handicapped Section 504-Rehabilitation Act of 1973
- 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

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-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-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-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-06 Recoveries of Advance Allowances for Rent and/or Utilities (Reves v. Dumpson & Lavine)

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-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- 87 EAF Clarification of Policy
- 1976 ADM-60 Privacy Act Notice - Disclosure and Use of Social Security Number
- 1976 ADM-31 Replacement Cost of Clothing
- 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 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-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-78 Expedited Hearings for EAF/EAA
- 1975 ADM-73 Family Planning Services

## 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-124 Emergency Assistance to Adults (EAA)
- 1974 ADM-96 Continuation of Assistance Payments, Medical Assistance Authorization and Food Stamp Authorization When Fair Hearing is Requested
- 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-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-11 Averaging of Earned Income for ADC Recipients
- 1974 ADM-06 Emergency Assistance to Adults

## 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 1973

## WIN ADM

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

## PWD (Administrative Letters)

- 1973 PWD-200 Income Tax Refunds
- 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-173 Right to Apply for Public Assistance and Action of Suspension of Assistance Eliminated
- 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-157 Application for Public Assistance
- 1973 PWD-131 Dublino v. NYS DSS (Non-Win Districts Only)
- 1973 PWD-124 Security Deposit for Gas and Electric Service
- 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

## 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-157 Decisions & Actions
- 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-137 Shelter Payments - Chapter 943 Laws of 1972

- 1972 PWD-133 laws of 1972 - Amendment to Social Services Law, in Relation to Rent Security Deposits
- 1972 PWD-84 Revised WIN Program (III), Budgeting of WIN Enrollees Who Are Employed or in OJT
- 1972 PWD-23 Public Works Project - Workmen's Compensation
- 1972 PWD-16 Inquiry and Report on Unemployment Insurance Benefits Form DSS-1416
- 1972 PWD-08 FSP - Instructions for Local Districts on Recipient Claim Determinations

## INF

- 1972 INF-37 Educational Services for Children of Families Residing in Motel/Hotels

1971

## PWD (Administrative Letters)

- 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-81 Photo ID Cards
- 1971 PWD-75 Possible Travel to be Reporting to DA
- 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-55 Welfare Residency Requirements
- 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-21 Standards of Assistance

1970

## PWD (Administrative Letters)

- 1970 PWD-84 Location of SSD Office

## INF

- 1970 INF-22 Digest of Laws of 1970 Relating to Social Services

1968

## PWD (Administrative Letters)

- 1968 PWD-41 Exemption of Income and Resources
- 1968 PWD-13 Reporting of ADC Children in Need Due to Absence of Parents

## INF

- 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