

September 30, 2002

GENERAL RELIEF PROGRAM GUIDE LETTER NO. 39

SUBJECT: Revised Chapter 90-600, Aid Payments

Effective Date: Upon Receipt

1. Purpose

The purpose of this Letter is to issue the revised chapter on Aid Payments.

2. Background

The General Relief Program Guide has been undergoing an update over the last few years. This chapter was last updated in 1994. The majority of the chapter remains the same, except for reformatting and incorporation of several Special Notices.

3. Changes

The chapter format and organization has changed. The description of the status reporting process that was previously in chapter 90-700 has been moved to this chapter.

Section	New Section	Prior Section
90-600	Aid Payment Policy	90-600
90-601	Types of Aid Payments	90-601
90-602	Notice of Action Requirements	90-602
90-603	Case Closing and Repayment	Previously 90-606
90-604	Overpayments	Previously 90-603
90-605	Underpayments	Previously 90-604
90-606	Companion Case Notification	Previously 90-607
90-607	Monthly Reporting	Previously 90-708
90-608	Acts of Theft or Violence	90-608
90-170	Integrity Chapter	Previously 90-605 (Suspected Fraud)
Appendix D	CW 7 Completion Guide (New)	N/A

4. Obsolete Material

General Relief Program Guide Special Notices:

- 93-04;
- 95-08;
- 95-20;
- 96-38;
- 96-38 Addendum A;
- 96-36; and
- 96-36 Addendum A.

5. Automation Impact

None.

6. Forms

The following forms have been revised (or translated), as follows:

Form	Change
11-13 HHSA , Vendor Payment Agreement	<ul style="list-style-type: none">• Updated list of Family Resource Center addresses; and• Changed references from DSS to HHSA
11-43 HHSA , Notice of Denial of General Relief Assistance	<ul style="list-style-type: none">• Updated list of Family Resource Center addresses;• Changed references from DSS to HHSA;• Updated Appeals area code on back of form; and• Translated form into Spanish.
11-73 HHSA in English and Spanish	<ul style="list-style-type: none">• Changed references from DSS to HHSA; and• Translated form into Spanish.

By the end of October, Office Services will print and distribute these forms, copies of which are attached. Also attached is a copy of form 11-21 HHSA, Computation of Need and Notification of Payment for General Relief, which was revised per GR Special Notice 01-12.

The GR Employable Budget Worksheet (Form 11-33 DSS) is obsolete. This form was used as part of the previous Monthly Status Reporting procedures. The LMO document has replaced Form 11-33 DSS.

7. Filing Instruction

Remove	Replace With Revised
90-600-1 through 90-600-34	90-600-1 through 90-600-26
90-600, Appendices A through D	90-600, Appendix A through D

ORIGINAL SIGNED BY:

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