

MANUAL MATERIAL TRANSMITTED					
MANUAL: INCOME MAINTENANCE			CHANGE NUMBER: 310		
DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
7 - 8	2	7/03	7	2	7/03
16 a - 16 b	2	7/03	8	2	11/03
			16 a	2	11/03
			16 b	2	7/03
7 - 8	4	7/03	7 - 8	4	11/03
DATE: November 1, 2003 TO: ALL INCOME MAINTENANCE MANUAL HOLDERS					

The purpose of this change is to update the Food Stamp unearned income reporting requirement. AG's not subject to the 130% FPL income reporting requirement must report changes in unearned income of more than \$50. Both the chart in Section 2.2 for income reporting requirements and the chart in Section 4.2 for verification requirements were updated to reflect this change.

Although this change will require an update to #12A of the OFS-RR1, that update will not take place until a later date. Other major changes are being made to the OFS-RR1 that will include the update that corresponds with this change. Until that change is effective and new OFS-RR1's are printed, the Worker must manually change the amount from \$25 to \$50.

Corrections have been to page 16a to replace the b., c. and d. with dashes (-) and change b. Change in EBT Authorized Cardholder to number 13.

Questions should be directed to the DFA Economic Services Policy Unit.

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