GENERAL INFORMATION SYSTEM
Center for Employment & Economic Supports

May 10, 2012

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TO: Commissioners, TA Directors, FS Directors, HEAP Liaisons, Employment Coordinators

FROM: Phyllis Morris, Acting Deputy Commissioner, Center for Employment and Economic Supports

SUBJECT: Release of Updated LDSS-3151

EFFECTIVE DATE: Immediately

CONTACT PERSON: FS Bureau @ 1-518-473-1469

The English and Spanish versions of LDSS-3151: "FS Change Report Form" have been revised and are available for ordering from Document Services:

On pages 2 and 5, the resource limit has been adjusted to $3,250. The US Department of Agriculture (USDA) has increased the asset limit from $3,000 to $3,250 for households with any aged/disabled members that still are subject to a resource test for Food Stamp Program eligibility (GIS 12TA/DC001).

The resource limit for households with**out** any aged/disabled members that still are subject to a resource test has **not** changed, and remains at $2,000.

The above referenced documents have also been posted on the OTDA Intranet website at http://otda.state.nyenet/ldss_eforms/default.htm and are available for downloading by local districts for reproduction locally.

Upon receipt of this GIS all previous versions of the above form **must immediately be destroyed** and replaced with the revised version.

Any future written requests for master camera ready copies of the English and Spanish versions of the documents should be submitted on OTDA-876: "*Request for Forms or Publications,*" and should be sent to:

Office of Temporary and Disability Assistance
BMS Document Services and Operational Support
PO Box 1990
Albany, NY 12201

Questions concerning ordering forms should be directed to BMS Document Services at 1-800-343-8859, ext. 49522.

Documents may also be ordered through Outlook. To order the forms you must obtain an OTDA-876 electronically by going to the OTDA Intranet Website at http://otda.state.nyenet/ then under Program Areas, go to Division of Operations and Program Support page, then to OPS e-forms page (this page contains the electronic OTDA-876).

For those who do not have Outlook, but who have Internet access for sending and receiving e-mail, the Internet e-mail address is: gg7359@dfa.state.ny.us.

For a complete list of available forms, please refer to the OTDA Intranet site: http://otda.state.nyenet/ldss_eforms/default.htm.