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 | INFORMATIONAL LETTER |
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TRANSMITTAL: 92 INF-17

TO: Commissioners of
 Social Services

DIVISION: Income
 Maintenance

DATE: February 27, 1992

SUBJECT: Revision to Budget Worksheet - Public Assistance
 (DSS-548) (Rev. 12/91)

SUGGESTED

DISTRIBUTION: Income Maintenance Directors
 Welfare Management System Coordinators
 Staff Development Coordinators
 Forms Coordinators

CONTACT PERSON: IM/WMS Program Operations
 Robert Gullie
 1-800-342-3715, extension 4-6501

ATTACHMENTS: DSS-548: Budget Worksheet - Public Assistance - not
 available on-line

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
92 INF-6	92 INF-6	352.32		PASB Sections VI-B-1.3 XII-C-all	

The purpose of this release is to cancel the recently released Informational Letter, 92 INF-6 "Revision to Budget Worksheet - Public Assistance (DSS-548)", which failed to list all of the changes which were incorporated into the 12/91 revision.

Listed below is a detailed summary which includes all of the changes which were incorporated into the 12/91 revision.

FACE PAGE

1. In the Shelter Section, added a box for Section Eight Certificate Housing.
2. Under Section B - Earned Income:
 - o Changed #16 from "EIC" to "Income Disregard (\$90)";
 - o Changed #17 from "Sub-Total (15 + 16)" to "Exempt";
 - o Changed #18 from "Income Disregards (\$75)" to "Sub-Total (15 - [16 + 17])";
 - o Changed #19 from "HR Training" to "30 + 1/3 / 30 (of 18)";
 - o Changed #20 from "Child care" to "Sub-Total (18 minus 19)";
 - o Changed #21 from "Sub-Total (18 thru 20)" to "Child Care";
 - o Changed #22 from "Net Income (17 minus 21)" to "Net Income (20 minus 21)";
 - o Deleted #23 and #24 and renumbered sections C, D, E and F accordingly.
3. Under Recoupment Type Codes:
 - o Changed #4 from "Intentional Program Violation" to "PA Fraud/FS IPV";
 - o Added #6 "Shelter Expenses - Other Than Rent".

REVERSE PAGE

1. Sections A, B, C and D were renumbered where appropriate.
2. The Total numbers for Section II were renumbered to correspond with those total sections on the FACE PAGE.
3. Section III was renumbered where appropriate.

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Attached is a sample copy of the revised Budget Worksheet. In order to ensure that usage of the revised form begins within a reasonable amount of time, you may continue to use the existing (11/87) supply until your stock is depleted, or until April 1, 1992, whichever occurs first.

Requests for additional copies of these forms are to be submitted on Form WMS-47 (Rev. 9/89): "WMS Order Form", and should be sent to:

New York State Department of Social Services
Welfare Management System
P.O. Box 1990
Albany, New York 12201
Attention: Office of Systems Development (OSD)

Questions concerning ordering forms should be directed to OSD by calling 1-800-342-3715, extension 6-6223.

Oscar R. Best, Jr.
Deputy Commissioner
Division of Income Maintenance