

Revised Form

18-083-0108-05

LL/VER (Rev. 1/2008)

Landlord Verification

The revised *Landlord Verification* form is dated 1/2008. Please discard any form with a date prior to 1/2008. The *Landlord Verification* form is available in the *Online Forms* section of *Policy Online*.

18-867-0108-05

EBT-15(Rev. 1/2008)

EBT Card Signature Sheet

This form has been revised. Please discard all prior versions and use the revised version of this form.

From the Hotline

Q. Twelve months ago, a TAFDC client in our TAO reported that she received a lump sum payment from her insurance company. The amount of this payment closed the TAFDC case until December 11, 2009. Today, the client has requested that we recalculate her period of ineligibility because of recent personal problems, including an abusive relationship. What should I do?

A. According to 106 CMR 204.240(F), there are certain situations when a recalculation of the lump sum ineligibility period may be completed. A client who has been in an abusive relationship may request a recalculation **if as a result of an abusive relationship:**

- the ineligible assistance unit needed to spend the lump sum payment on day-to-day living expenses as defined in 106 CMR 204.240(B) or spent it on shelter, fuel, utilities, food or clothing; or
- the ineligible assistance unit no longer has access to the lump sum and is therefore unable to pay for day-to-day living expenses as defined in 106 CMR 204.240(B) or is unable to pay for shelter, fuel, utilities, food or clothing.

Refer to 106 CMR 204.240(B) and 106 CMR 204.240(F) for acceptable verifications.

If you have any questions on this, please have your Hotline designee call the Policy Hotline at 617-348-8478.

Q. If a recalculation of a lump sum ineligibility period is performed due to an abusive relationship, must the TAFDC client also request a good cause domestic violence waiver as specified in 106 CMR 203.110?

A. No. In this situation, while a good cause domestic violence waiver request(s) should be explored with your client, it is not required. Remember, however, that any instance requiring a recalculation of a lump sum ineligibility period due to an abusive relationship should be accompanied by a referral to your TAO's domestic violence specialist.

Q. Can I recalculate the lump sum ineligibility period due to an abusive relationship, even if the abuse is no longer ongoing?

A. It depends on the circumstances. While your client may not currently be in danger as a result of an ongoing abusive relationship, the recalculation of the lump sum ineligibility

period may still be appropriate, if as a result of the past abusive relationship the regulation requirements are met.

- Q.** Since the lump sum regulations are also in the EAEDC manual, does the same policy apply to clients in the EAEDC Program?
- A.** Yes. An abusive relationship is an example of a situation that can result in the recalculation of a lump sum ineligibility period in the EAEDC Program as well.

For more information, please refer to 106 CMR 321.240(F).

NOTE: In the Food Stamp Program, a nonrecurring lump sum payment is excluded as income and considered an asset in the month received, unless otherwise excluded. Refer to 106 CMR 363.230 and 106 CMR 363.140 for details.



Employment Services Program (ESP) - Expansion of Activities at Certain Community Colleges

TAFDC

Field Operations Memo 2008-1

This memo tells TAO staff that Employment Services Program (ESP) activities at Community Colleges are being expanded to address the need for more ESP activity slots. This is an expansion of the Vocational Education/Skills Training Program (specifically in the medical field) for the remainder of this fiscal year (through June 2008). The program's projected start date is February 1. The program runs 30 hours per week and is four weeks to four months in duration (specified by the provider on the returned Referral and Response Form). This program will help TAFDC clients to transition from welfare to successful employment.

Family Self-Sufficiency Program Contact List

TAFDC

Field Operations 2008-3

Field Operations Memo 2008-3A

Field Operations Memo 2007-60 introduced TAO staff to the Family Self-Sufficiency (FSS) Program. To ensure continued communication between the Regional Non-Profit housing agency (RNP) and the TAO FSS contact person, Field Operations Memo 2008-3 provided TAO staff with a listing of contact people at each RNP and the regions they serve.

Field Operations Memo 2008-3A provides TAO staff with an amended listing of contact people at each RNP and the regions they serve.

Community Service and the Fair Labor Standards Act (FLSA) Calculation and Massachusetts Minimum Wage Increase

TAFDC

Field Operations Memo 2008-4

This memo informs TAO staff:

- that the Massachusetts minimum wage increased from \$7.50 to \$8.00 per hour on January 1, 2008;