

DEPARTMENT OF BENEFIT PAYMENTS

March 15, 1974

ALL-COUNTY LETTER NO. 74-46

TO: ALL COUNTY WELFARE DIRECTORS
ADMINISTRATIVE SERVICES OFFICERS
WELFARE FISCAL SUPERVISORS
COUNTY AUDITORS

SUBJECT: SPECIAL CIRCUMSTANCE PAYMENTS TO ADULT RECIPIENTS OF SSI/SSP,
SSP ONLY (\$25,000 HOME CASES), AND APSB
REFERENCE: Regulation 46-425

Chapter 1216, Statutes of 1973 (AB 134) provides for payments to adult recipients for Special Circumstances as defined in regulation 46-425.

These payments are funded by state money only and are to be claimed on Form SC 800, which will be sent to you before April 1, 1974. Form SC 800 will contain three separate columns for reporting expenditures applicable to Aged, Blind, and Disabled. It will not be necessary to report persons count on the SC 800 or on the payroll. Special Circumstance payments for property tax to APSB recipients will be reported in the "Blind" column.

Special Circumstance payments will be made primarily in arrears with the exception of property tax payments which may be on a continuing grant basis. In general, payments will be authorized and made in accordance with Chapter 25-300 of the Fiscal Handbook, and claims will be prepared in accordance with Chapter 25-700.

The payrolls and contra rolls to be submitted to the Department of Benefit Payments are essentially the same as payrolls previously submitted for OAS, AB, and ATD except that abatements and repayments have been combined into a single item. Nonintegrated payrolls and contra rolls should be separated into three sets according to expenditures made for aged, blind, and disabled recipients. For those counties submitting an integrated payroll all transactions should be integrated; however, it will be necessary to prepare three separate integrated payroll summaries by aged, blind, and disabled. If your computer system will not accommodate preparation of the Special Circumstance payrolls and contra rolls if aid categories 10, 20, 50 and 60 or 15, 25, and 65 are used, you may use codes 12, 22, 52 and 62 for your Special Circumstance payments to adult recipients of SSI/SSP, SSP only (\$25,000 home cases), and APSB.

OBSOLETE

Superseded by

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The payroll will be prepared on Form ABCD 801 or equivalent form and will be in social security number order, unless your system cannot yet accommodate replacement of the seven digit serial number with the nine digit social security number. See All County Letter No. 74-41 . The number will be placed in column 1 followed by the recipient's name. Additional requirements are the coding for type of need provided (column 2), the month for which aid was paid (column 3), total aid paid (column 8), and the warrant number (column 10).

Each payment made for Special Circumstances shall be coded by the type of Special Circumstance granted. These codes are as follows:

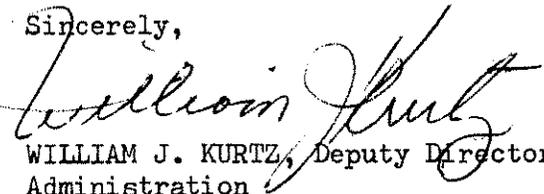
FE	Furniture and Equipment
EC	Clothing
ME	Necessary Moving Expenses
HR	Required Housing Repairs
US	Unmet Shelter Needs
PT	Special Need for Property Taxes

A closed-end allocation will be made to all counties for Special Circumstance expenditures. The allocation amount will be sent to you shortly.

Claims for Special Circumstances are to be filed with the Department of Benefit Payments by the eighth working day of the following month. Reimbursement will be on a cash claim basis.

Contact reference: Mrs. Evelyn Fisher, telephone 916/445-7046.

Sincerely,


WILLIAM J. KURTZ, Deputy Director
Administration

cc: CWDA