

DEPARTMENT OF BENEFIT PAYMENTS
744 P Street, Sacramento, CA 95814



March 31, 1975

ALL-COUNTY LETTER NO. 75-73

TO: ALL COUNTY WELFARE DIRECTORS

OBSOLETE

Superseded by

ACL # 77-15

Issued 3-17-77

SUBJECT: FOOD STAMP PROGRAM -- CONSOLIDATION, USE, AND DISPOSITION OF
OLD COUPONS

REFERENCE:

As you know, old coupons were not to be issued past February 28, 1975, and you were to receive instructions as to the consolidation and destruction process. However, unexpected shortages in lower denominations of the new coupons have necessitated other arrangements. FNS is permitting issuance of the old coupons through April 30 if a county has no viable alternative (see All County Letter No. 75-68).

Shipment of Whole Cartons to Los Angeles

Los Angeles County will be issuing the old coupons through April 30, and counties which have sufficient supplies of the new coupons must transfer their inventory of unbroken cartons of the old coupons directly to L. A. Brinks (1120 W. Venice Blvd., Los Angeles 90015), using the FNS 300 transfer document (see All County Letter No. 75-68). Counties should first notify Dick Fox or Dave Owens of the Food Stamp Policy Coordination Bureau (916) 445-6907 of the total number of cartons, and their values, which they plan to have shipped to Los Angeles. For shipments of 20 or more cartons, FNS will arrange armored car pick up and delivery upon notification by FSPCB. For shipments of fewer than 20 cartons, counties will make shipment by registered mail. This arrangement will also benefit counties by reducing the problem of storing and/or destroying the old coupons. Counties should proceed immediately with these transfers. Again, Los Angeles will only accept shipments of unbroken cartons.

Handling Partial Cartons and Loose Cartons (and Leftover Full Cartons if County Retains Them for County Use)

The county should arrange for consolidation of the coupons at some central county point for storage pending notification from FSPCB that shipment to a central state destruction point will be possible (notification will be made as soon as destructor has capacity for receipt of coupons).

Partial cartons and loose coupons should be repackaged and sealed for shipping in such a way that tampering can be easily detected. To simplify counting, all loose books of the same denomination should be bound together, and the number and denomination of books in each group clearly indicated. These packages must indicate the reporting point by name, address, and nine-digit reporting point code.

The county should verify counts by reporting points before packaging and storage. Close-out FNS-250s will accompany the coupons to the county consolidation point and will then be mailed with the coupons to the central destruction point. The final FNS-250 would indicate any transfer activity. The final FNS count at the state's destruction point will be the official count for the final FNS-250.

Shipment of partial cartons and loose coupons must be by registered mail.

Billing

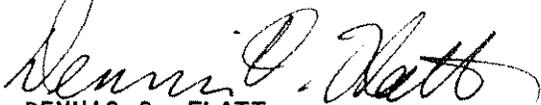
All costs for shipping, consolidation, insurance and storage are reimbursable at 100 percent by FNS. All costs must be documented for billing purposes. County administrative costs which are normally reimbursable from FNS at 50 percent are NOT included in the 100 percent reimbursement. Thus shipping costs are reimbursable at 100 percent, but county staff time in counting and packaging are reimbursable at 50 percent through normal quarterly cost claiming. Extra costs incurred by issuance agents are reimbursable at 100 percent. All invoices for costs associated with the consolidation should be submitted to FNS, WRO for reimbursement by June 1, 1975 although FNS will accept late invoices.

Reporting Point Questionnaire

Please complete the attached questionnaire for all county reporting points (excluding the Postal Service) and return to the Food Stamp Program Management Branch by April 10. This information is essential for further planning.

We appreciate your continued assistance and cooperation. Should you have any questions in this matter, please contact Kathy Lewis of the Food Stamp Policy Coordination Bureau at (916) 445-6907.

Sincerely,



DENNIS O. FLATT
Deputy Director

Attachment

cc: FNS, USDA
CWDA

OLD COUPON INVENTORY

To be completed and mailed to: Food Stamp Program Management Branch
744 P Street, MS 12-92
Sacramento, CA 95814
Attention: Kathy Lewis

I. Cartons Being Transferred to Los Angeles for Use

	<u>Number of Cartons</u>	<u>Dollar Value</u>
A	_____	\$ _____
B	_____	_____
C	_____	_____
E	_____	_____
Total Number	_____	Total Dollar Value \$ _____

Estimated Cost of Shipment \$ _____

Method of Shipment (Armored Car or Mail) _____

II. Total Value of Broken Cartons and Loose Coupons Being Shipped to Central Destruction Point for Final Count Verification Prior to Destruction

	<u>Dollar Value</u>
A	\$ _____
B	_____
C	_____
E	_____
Total Dollar Value	\$ _____

Estimated Shipment Cost \$ _____

Estimated Storage Cost (assuming one month storage) \$ _____

Person to contact regarding Item II as soon as the shipment date has been established:

Name (and title) _____

Mailing Address _____

Phone Number () _____