

**DSS ADMINISTRATIVE LETTER ECONOMIC SERVICES NO. 7-2005, Required  
Mandatory Verifications Rule Repeal (August 19, 2005)**

**(Food Stamps)**

**TO:** County Directors of Social Services

**ATTENTION:** Food Stamp Supervisors

**DATE:** August 19, 2005

**SUBJECT:** Required Mandatory Verifications Rule Repeal

**EFFECTIVE:** September 1, 2005

**I. GENERAL INFORMATION**

The United States Department of Agriculture (USDA) recently conducted a Program Access Review of North Carolina's Food Stamp Program. USDA determined that requiring all households to verify household composition unless questionable is a barrier to Program Access. USDA Federal Regulations require that household composition be verified only if questionable but states are allowed the option of imposing additional mandatory verifications.

The Administrative Procedures Act Rule 10A NCAC 71U.0208, dated January 1, 1989, required additional mandatory verifications for North Carolina's Food Stamp Program. The additional verifications in this rule include the following:

- The county department will verify household size.
- The county department will verify that the household actually incurs a major utility expense.
- The county department will check Property Tax Listings at initial application and once every twelve months thereafter.
- The county department will check the Division of Motor Vehicles (DMV) file for licensed vehicles at initial application and at each subsequent recertification, not to exceed once every six months.

Due to changes in Federal Regulations and Program Access concerns, this rule was repealed August 18, 2005. This Administrative Letter provides instructions for implementing changes effected by the repeal of Rule 10A NCAC 71U.0208.

## II. POLICY PROCEDURES

**A.** Households are no longer required to verify household composition unless it is questionable. Document case files with the reason a household's composition is considered questionable. Household composition is considered questionable when the household composition is inconsistent with statements made by the applicant or with other information in agency case files.

**B.** Federal Regulations require that utilities must be verified, therefore, Rule10A NCAC 71U.0208 is no longer necessary.

**C.** Real Property is no longer a countable resource and it is no longer necessary to complete Property Tax Listings.

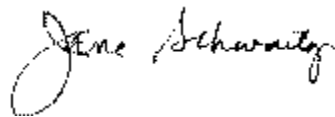
**D.** Licensed motor vehicles are a countable resource and therefore, Division of Motor Vehicle (DMV) checks are necessary.

## III. IMPLEMENTATION INSTRUCTIONS

No mass change is required to implement this change. Apply these new procedures to all applications, reapplications, recertifications and changes in situation taken and/or processed on or after September 1, 2005.

If you have any questions regarding this information, please contact your Food Assistance and Energy Programs Representative.

Sincerely,

A handwritten signature in cursive script that reads "Jane Schwartz". The signature is written in black ink and is positioned above the typed name.

Jane Schwartz, Chief

Economic Services Section