

CHANGE NOTICE FOR MANUAL

DATE: August 1, 2014
MANUAL: Food and Nutrition Services Certification Manual
TO: County Directors of Social Services

CHANGE NO.: 2-2014

SUBJECT: Policy Updates

EFFECTIVE DATE: Upon Receipt

I. BACKGROUND

The purpose of this change notice is to provide updates to the Lifeline/Link-Up Assistance Program and Hearings Section of the Food and Nutrition Services Manual.

II. SPECIFIC CHANGES

Changes have been made to the following sections:

A. Section 630, Lifeline/Link-Up Assistance Programs

Added clarification regarding Lifeline/Link-Up Assistance Programs in Section 630.01

Added poverty level requirement and listed assistance programs in Section 630.02

Added clarification on how customers can apply for the Lifeline Program in Section 630.03

B. Section 705, Hearings

Added clarification regarding hearings being held in accordance with North Carolina General Statutes (NCGS) 108A-79 in Section 705.01

Updated on how the DSS-1473 should clearly specify the household's grievance in Section 705.02

Added clarification regarding relevant documents and timeframe for completing the DSS-1473 in Section 705.08, B.

Added clarification regarding expedited hearings for migrant farmworkers in Section 705.08, G.

Clarified reasons for denial or dismissal of requests in Section 705.10, D.

Added clarification regarding when a State Hearing Officer will notify the county of scheduled hearing dates in Section 705.14

Added clarification regarding the copies and the information that need to be attached to the DSS-1473 in Section 705.15, B. 1, 2, and 3.

Expectations from county workers on the day of the hearing updated in Section 705.15, C 1, 2, and 3.

Revised to acknowledge the rights the household have before the hearing and during the appeal process in Section 705.18, A, B, C, D, E, F, and G.

Revised steps regarding responsibilities of the Hearing Officer in Section 705.20, A, B 1, 2, 3, and 4.

Added 7 C.F.R. § 272.1 (f), Retention of Records in Section 705.21

Added clarification regarding hearing decision in Section 705.23

Added clarification that households can give an oral or written agreement in Section 705.25

Added clarification on when the county needs to send repayment notices in Section 705.26

Added clarification regarding further appeals in Section 705.28

Added clarification regarding remanded hearings in Section 705.33

III. IMPLEMENTATION INSTRUCTIONS

These changes are effective upon receipt for all Lifeline/Link-Up Assistance inquiries and Hearings.

If you have any questions regarding this information, please contact your FNS State Support Team directly via email.

Sincerely,



David Locklear, Acting Section Chief
Economic and Family Services Section

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