# CALFRESH (CF) PROGRAM
# REQUEST FOR POLICY/REGULATION INTERPRETATION

**INSTRUCTIONS:** Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. Retain a copy of the CF 24 for your records.

- Questions from counties, including county Quality Control, must be submitted by the county CalFresh Coordinator and may be submitted directly to the CalFresh Policy analyst assigned responsibility for the county, with a copy directed to the appropriate CalFresh Policy unit manager.
- Questions from Administrative Law Judges may be submitted directly to the CalFresh Policy analyst assigned responsibility to the county where the hearing took place, with a copy of the form directed to the appropriate CalFresh Bureau unit manager.

1. RESPONSE NEEDED DUE TO:
   - ☑ Policy/Regulation Interpretation
   - ☐ QC
   - ☐ Fair Hearing
   - ☐ Other:

5. DATE OF REQUEST: 5/12/15

NEED RESPONSE BY: ASAP

6. COUNTY/ORGANIZATION: Humboldt County DHHS - SS

7. SUBJECT: Verifying income with the SAR 7

2. REQUESTOR NAME:

3. PHONE NO.:

4. REGULATION CITE(S): 63-508.45

8. REFERENCES: *(Include ACL/ACIN, court cases, etc. in references)*
**NOTE: All requests must have a regulation cite(s) and/or a reference(s).**

ACIN I-58-13

9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

ACIN I-58-13 answer to question 5 states that "income verification, e.g. pay stubs, is not required to be included with the SAR 7 if information on the SAR 7 is consistent with what was previously reported." Is there a threshold for what constitutes "consistent" income that needs to be verified on a SAR 7 like there is for change reporting households ($50 for unearned income or $100 for earned) or would an increase/decrease in any amount mean that verification would have to be provided to make a complete SAR 7?

10. REQUESTOR'S PROPOSED ANSWER:

No, the requirement is that verification of income be provided when first reported or there is a change in the amount of income (63-508.45). Therefore an income change of as little as $1 (or less) would mean that the income needs to be re-verified.

11. STATE POLICY RESPONSE *(CFPB USE ONLY)*:

CDSS concurs with the proposed response.

## FOR CDSS USE

DATE RECEIVED:

DATE RESPONDED TO COUNTY/ALJ: 5/29/2015