

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



July 31, 1986

ALL COUNTY INFORMATION NOTICE NO. 1-72-86

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: FORMS, REPORTS AND REPORTING FOR THE FOOD STAMP PROGRAM

The purpose of this letter is to transmit the attached chart which summarizes the administrative forms, reports and reporting requirements in the Food Stamp Program.

The chart lists reports and forms which are to be completed by the county welfare departments (CWDs) or their agents for the Food and Nutrition Service (FNS) and/or the State Department of Social Services (SDSS). It also lists those reports/forms which SDSS must complete for FNS. Additionally, there are documents listed which are not sent to either SDSS or FNS but which are necessary for an audit trail or for accountability purposes. As such, the chart should be used as a reference tool to facilitate the management of county/state food stamp reporting requirements. It will be updated as changes occur.

If you have any questions or comments regarding this chart, please contact Charlotte Doisy at (916) 324-6585.


ROBERT A. HOREL
Deputy Director

Attachment

cc: CWDA