

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



May 19, 1988

ALL COUNTY INFORMATION NOTICE NO. 1-44-88

TO: ALL COUNTY WELFARE DIRECTORS


SUBJECT: THE INCOME AND ELIGIBILITY VERIFICATION FORM, CA 63

The purpose of this letter is to provide you with a copy of the CA 63, Income and Eligibility Verification form. This form was developed, at the request of several counties, to provide a standardized letter which could be sent to recipients when discrepancies are found in AFDC or Food Stamp cases under IEVS. Development of the CA 63 was achieved with the assistance of the CWDA Forms Subcommittee.

The CA 63 is a recommended, not a required, form. Attached is a reproducible copy for use by those counties wishing to adopt the form. The CA 63 will not be stocked in the DSS Warehouse.

The form will be translated into Spanish, Chinese, Vietnamese, Cambodian and Laotian. When completed, the translations will be mailed under separate cover by the Language Services Bureau.

If you have any questions concerning this letter or the use of the CA 63, you may contact LeAnne Torres, AFDC and Food Stamp Policy Implementation Bureau, at (916) 324-2016 or ATSS 454-2016.


ROBERT A. HOREL
Deputy Director

Attachment

cc: CWDA

INCOME AND ELIGIBILITY VERIFICATION FORM

Worker Name: _____
Worker Number: _____
Telephone Case Number: _____
Date: _____

(ADDRESSEE)

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Questions? Ask your worker.

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We told you when you applied for Cash Aid and/or Food Stamps that we would check your income and resources with different agencies to verify information which you reported.

We have some facts that are different from what you told us. They have to do with:

- Earnings
- Unemployment Insurance (UI)
- Social Security Benefits or SSI
- Disability Insurance (DI)
- Bank Accounts/Stocks/Bonds
- Other _____

The facts are:

You must tell us by _____, if you think these facts are right or wrong.

- If you think these facts are wrong, you need to show us why.
- If these facts are right, your Cash Aid Food Stamps may change or stop. You will get a Notice of Action.
- If you get Cash Aid and you don't let us know the facts by the above date, we may check with the source of these facts.
- If you get Food Stamps and you don't let us know the facts by the above date, you will get a Notice of Action to stop your Food Stamps.