

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. If additional space is needed, please use the second page. Be sure to identify the additional discussion with the appropriate number and heading. 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:		5. DATE OF REQUEST:	NEED RESPONSE BY:
<input checked="" type="checkbox"/> Policy/Regulation Interpretation <input type="checkbox"/> QC <input type="checkbox"/> Fair Hearing <input type="checkbox"/> Other:		8/13/14	8/20/14
2. REQUESTOR NAME: Marian Acosta		6. COUNTY/ORGANIZATION: Santa Barbara	
3. PHONE NO.: 805-574-0058		7. SUBJECT: Utility Expenses Verification	
4. REGULATION CITE(S): ACIN-I-45-11		8. REFERENCES: <i>(Include ACL/ACIN, court cases, etc. in references)</i> NOTE: All requests must have a regulation cite(s) and/or a reference(s). ACIN I-45-11, MPP 63-300.5(e)(6)	
9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):			

Is it necessary for verification of utility expenses to be in writing, or is a verbal statement sufficient? Is the clients statement acceptable or does the statement need to come from the person to whom they are paying utilities to?

10. REQUESTOR'S PROPOSED ANSWER:	
Per ACIN I-45-11, if a bill for heating/cooling is not available, a statement suffices as verification that the household is incurring heating and/or colling costs (MPP 63-300.5(e)(6)). A statement from the client that they are paying for utility expenses is sufficient for verification and does not need to be in writing.	
11. STATE POLICY RESPONSE (CFPB USE ONLY):	
The State concurs with the requestors proposed response. Per ACIN I-45-11 'a statement suffices as verification that the household is incurring heating and/or cooling costs.'	

FOR CDSS USE

DATE RECEIVED: Aug 13, 2014	DATE RESPONDED TO COUNTY/ALJ: Aug 15, 2014 JN revised 3/12/15 sm
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**CALFRESH (CF) PROGRAM
REQUEST FOR POLICY/REGULATION INTERPRETATION (Continued)**

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