

OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE

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 | INFORMATIONAL LETTER |
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TRANSMITTAL: 01 INF-1

DIVISION: Temporary Assistance

TO: Commissioners of
 Social Services

DATE: January 11, 2001

SUBJECT: Revision of DSS-3087: "Application/Recertification
 Guide Dog Food Program" Form, and DSS-3097:
 "Cover Letter For DSS-3087"

SUGGESTED

DISTRIBUTION: Temporary Assistance Staff
 Food Stamp Staff
 Employment Coordinators
 WMS Coordinators
 Corrective Action Coordinators
 Forms Coordinators
 Staff Development Coordinators

CONTACT PERSON: Program Questions:
 PA Policy - Central Team at 1-800-343-8859,
 extension 4-9344;
 FS Policy - Eastern Team at 1-800-343-8859,
 extension 3-1469

Forms Questions:
 Bob Gullie, DTA/IATT, 1-800-343-8859,
 extension 4-6055 (AV1060)

ATTACHMENTS: DSS-3087 (Rev. 7/00): "Application/Recertification
 Guide Dog Food Program" - not available on-line

 DSS-3097 (Rev. 7/00): "Cover Letter for DSS-3087"- not
 available on line

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other	Manual Ref.	Misc. Ref.
95 INF-53	95 INF-53	397.10	303-a	PASB: XXIV-B	
				FSSB: XII-G-6	
OTDA-329EL (Rev.11/98)					

The purpose of this release is to introduce the revised DSS-3087 (7/00), "Application/Recertification Guide Dog Food Program" form and the revised DSS-3097 (7/00), "Cover Letter" for the "Application/Recertification Guide Dog Food Program" form (copies attached).

Grants of Assistance For Guide Dogs (GAGD) are provided to eligible blind, hearing impaired, or disabled persons who maintain guide/service dogs and meet eligibility criteria. Eligibility is determined based on information contained in the application/recertification form, the DSS-3087. This form is also used for the six month recertifications mandated by the program.

DSS-3097, the cover letter for the DSS-3087, should be superimposed with each local district's letterhead and must accompany the "Application/Recertification Guide Dog Food Program" form (DSS-3087) when it is sent to clients.

Below are changes to the DSS-3087 and the DSS-3097 which were incorporated into the 6/95 version of the two forms.

I. REVISIONS TO DSS-3087: "APPLICATION/RECERTIFICATION GUIDE DOG FOOD PROGRAM" form

- A. The revision date was changed to 7/00.
- B. For residents of NYC, the address where you send a completed Application/Recertification was changed to:

Rental Assistance Unit, Attention: Guide Dog Food Program Coordinator, 180 Water Street, 21st Floor, Family Independence Administration, New York, New York 10038

- C. The toll-free number you call if you need assistance regarding the Guide Dog Food Program at the top of the page was changed to:

(800) 343-8859, extension 4-9344.

II. REVISIONS TO DSS-3097: "RECERTIFICATION COVER LETTER FOR DSS-3087":

- A. The revision date was changed to 7/00.
- B. The toll-free telephone number you call if you need assistance was changed to:

(800) 343-8859, extension 4-9344.

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Local districts will not automatically receive copies of these forms. In order to ensure that usage of the revised forms begins right away, local districts should photocopy the attached forms and immediately order new supplies. Requests for the LDSS-3087 (Rev. 07/00) and LDSS-3097 (Rev. 7/00) should be submitted on OTDA-876 (Rev. 6/98): "Request For Forms or Publications" form , and should be sent to:

Office of Temporary and Disability Assistance
Document Services
P.O. Box 1990
Albany, New York 12201

Questions concerning ordering forms should be directed to Document Services at 1-800-343-8859, extension 2-0159.

Patricia A. Stevens
Deputy Commissioner
Division of Temporary Assistance