



**NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY
ASSISTANCE
40 NORTH PEARL STREET
ALBANY, NY 12243-0001**

Eliot Spitzer
Governor

David A. Hansell
Commissioner

Informational Letter

Section 1

Transmittal:	07-INF-15
To:	Local District Commissioners
Issuing Division/Office :	Center for Employment and Economic Supports
Date:	October 11, 2007 <i>(revised October 22, 2007)</i>
Subject:	LDSS-4579: "Alien Eligibility Desk Aid" (Revised 10/07)
Suggested Distribution:	Temporary Assistance Directors Food Stamp Directors Medical Assistance Directors Domestic Violence Liaisons Staff Development Coordinators
Contact Person(s):	Forms Questions: Bob Gullie 1-800-343-8859, extension 6-1095 Temporary Assistance Bureau at 1-800-343-8859, extension 4-9344
Attachments:	LDSS-4579: Alien Eligibility Desk Aid"
Attachment Available On – Line:	yes

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
97 ADM -23 97 ADM-25 98 INF-5 00 INF-13 03 INF-23 04 ADM-08 06 INF-14 06-INF-23		Part 349.3	P.L. 107-171		

Section 2

I. Purpose

The purpose of this Information Letter (INF) is to introduce a newly revised LDSS-4579: “*Alien Eligibility Desk Aid (Revised 10/07)*”.

II. Background

The LDSS-4579: “*Alien Eligibility Desk Aid*” was originally developed to assist local district staff in identifying satisfactory immigration statuses as established under the federal Immigration and Nationality Act and relate specific statuses to an alien’s eligibility for Temporary Assistance (TA), Food Stamps (FS) and/or Medical Assistance (MA).

The *Desk Aid* lists the benefit program eligibility for most common immigration statuses that are recognized under the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996; the New York State Welfare Reform Act of 1997; the Agricultural Research, Extension and Education Act (AREERA) of 1998; and, the Food Stamp Reauthorization Act of 2002. The attached *Desk Aid* provides local district staff with a ready reference on the common immigration documents an alien has to document his or her status. Included are the variety of immigration documents an alien domestic violence victim will need for a determination of qualified status and what immigration documents would require an alien domestic violence victim to have to agree to see the district’s Domestic Violence Liaison (DVL) for a determination of qualified status to be made. The relative date for eligibility and the specific benefits alien domestic violence victims can receive is outlined for each immigration document. The *Desk Aid* is intended to supplement existing policy regarding the eligibility of aliens set forth in federal and state statute and OTDA regulations and policy issuances to local social services districts.

This October 2007 revision of the LDSS-4579 clarifies the Food Stamps eligibility for aliens who entered the U.S. before August 22, 1996. It notes that in New York City WMS ACI Code “R” is used for victims of human trafficking. ACI code “N” – PRUCOL (Permanently Residing under the Color of Law), which is no longer used for certain MA cases, has been deleted from the *Desk Aid*. The policy references for OTDA’s and the Department of Health’s interpretation of PRUCOL have also been updated.

III. Program Implications

The *Desk Aid* should assist local districts to administer the Temporary Assistance, Food Stamp and Medical Assistance Programs.

IV. Forms Ordering Information

As in previous printings, the revised desk aid will be printed on green cardstock. We expect that the revised desk aid should be delivered to the Albany Warehouse sometime in late December, 2007.

Local districts will automatically receive initial supplies of this form.

Any requests for additional supplies of the LDSS-4579: "Alien Eligibility Desk Aid" (Rev. 10/07), 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, ext. 4-9522.

Documents may also be ordered through Outlook. To order the forms you must obtain an OTDA-876 electronically by going to the OTDA Intranet Website at <http://otda.state.nyenet/>, then to the Division of Operations and Program Support page and then to OPS E-Forms page to the Bureau of Management Services section (this section contains the electronic OTDA-876).

For those who do not have Outlook but who have Internet access for sending and receiving email, the Internet email address is: gg7359@dfa.state.ny.us. For a complete list of forms available for downloading, please refer to OTDA Intranet site: http://otda.state.nyenet/ldss_eforms/default.htm.

Issued By

Name: Russell Sykes
Title: Deputy Commissioner
Division/Office: Center for Employment and Economic Supports