



NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE
 40 NORTH PEARL STREET
 ALBANY, NY 12243-0001
Andrew M. Cuomo
Governor

Informational Letter

Section 1

Transmittal:	10-INF-11-T
To:	Local District Commissioners
Issuing Division/Office :	Center for Employment and Economic Supports
Date:	April 18, 2013
Subject:	Revised LDSS-3087 "Application/Recertification Guide/Service Dog Food Program" Revised LDSS-3097 "Letter for 3087"
Suggested Distribution:	Temporary Assistance Staff Supplemental Nutrition Assistance Program Staff Medical Assistance Directors Employment Coordinators WMS Coordinators Staff Development Coordinators
Contact Person(s):	Policy Questions: Temporary Assistance Bureau @ (518) 474-9344 or 1-800-343-8859, extension 4-9344 Forms Questions: Kelly Whitney @ 1-800-343-8859, extension 3-7991
Attachments:	Attachment 1 LDSS-3087 Application/Recertification Guide/Service Dog Food Program Attachment 2 LDSS-3097
Attachments Available On Line:	<input checked="" type="checkbox"/>

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
10-INF-11		397.10	SSL 303-a	TASB: Chapter 12, Section H; Chapter 23, Section A	

Section 2

I. Purpose

The purpose of this informational letter (INF) is to inform social services districts (SSDs) that the following forms have been revised: LDSS-3087 "*Application/Recertification Guide Dog Food Program*" and LDSS-3097 "*Letter for 3087*". The reason for this revision is to support Social Service Law (SSL) § 303-a: Grants of assistance for guide dogs, hearing dogs, and service dogs.

II. Background

SSL § 303-a directs SSDs to provide assistance, in accordance with regulations of the department, to persons with disabilities using a guide dog, hearing dog, or service dog who have been determined to be eligible for or are receiving federal supplemental security income (SSI) and/or additional state payments, for the purchase of food for such dog. The allowable monthly grant to eligible individuals may not exceed \$35.00. The grant may not be provided if an allowance for the food for the dog already has been exempted from the person's earned income.

Grants of Assistance for Guide Dogs (GAGD) are provided to eligible blind, hearing impaired or disabled persons who maintain guide/service dogs and meet the eligibility criteria. Eligibility is determined based on information contained in the LDSS-3087: "*Application/Recertification Guide/Service Dog Food Program*". The form also is used for the six-month recertification that is mandated by the program.

The LDSS-3097: "*Letter for 3087*" must accompany the LDSS-3087: "*Application/Recertification Guide/Service Dog Food Program*". The SSDs must use the language from the LDSS-3097: "*Letter for 3087*" with their agency letterhead to create district cover letters for use with initial applications and all subsequent recertifications for the Guide/Service Dog Food Program.

III. Program Implications

Revisions to the LDSS-3087: Application/Recertification Guide/Service Dog Food Program form include:

- a. The revision date has been changed to January 2013.
- b. Reference to guide dog has been revised to reference guide/service dog.
- c. In addition to SSI recipients, persons determined eligible for SSI and/or in receipt of or determined eligible for additional state payments are included as potentially eligible for benefits through GAGD. The following questions were added to support this change:
 - i. Question 5 "Have you been determined eligible for Supplemental Security income (SSI)?"
 - ii. Question 7 "Have you been determined eligible for an additional state payment?"
 - iii. Question 8 "Are you a recipient of an additional state payment?"

In addition to the revision date, the LDSS-3097 “*Letter for 3097*” language has been revised for use with the initial application and the recertification of GAGD benefits.

Reminder: The LDSS-3087 must be mailed to the recipient 60 days prior to the recertification date. The LDSS-3097 “*Letter for 3097*” must be superimposed with the local SSD letterhead and **must** accompany form LDSS-3087.

IV. Forms Ordering Information

The revised English version of the LDSS-3087: “*Application/Recertification Guide/Service Dog Food Program*” and the LDSS-3097 “*Letter for 3087*” are **not** State printed.

The above referenced documents have been posted on the OTDA Intranet website at: http://otda.state.nyenet/ldss_eforms/default.htm and are available for social service districts to download and reproduce locally.

Upon the release of this INF, all previous versions of the “*Application/Recertification Guide Dog Food Program*” and “*Letter for 3087*” **must be destroyed immediately** and replaced with the revised January 2013 versions.

Any future requests for master camera-ready copies of the English version of the documents should be submitted to New York State Office of Temporary and Disability Assistance (OTDA) using either the OTDA Form 876 EL (DOC) or OTDA Form 876 EL (PDF) and either mail, Fax or email it to:

Office of Temporary and Disability Assistance
BMS Document Services and Operational Support
PO Box 1990
Albany, NY 12201

Email: forms.orders@otda.ny.gov
Fax (518) 402-0084

Questions concerning ordering forms should be directed to BMS Document Services at 1-800-343-8859, ext. 4-9522.

Issued By

Name: Phyllis Morris

Title: Deputy Commissioner

Division/Office: Center for Employment and Economic Supports