

DETERMINATION OF STEWART CLASS MEMBERSHIP

Individual's CIN	Case Name	Case Number
Notice Date	Local District Name and Address	

In order for you to be a *Stewart* class member, you must have: (1) applied for or received Public Assistance (PA) between July 20, 2015 and May 11, 2020; (2) owned a vehicle with a fair market value exceeding the applicable resource levels set forth in Social Services Law § 131-n; (3) had a loan, note, or other encumbrance on the vehicle resulting in you having minimal or no equity in that vehicle; and (4) were denied or discontinued PA as a result of the ownership of that vehicle.

We have determined that you:

- Are a *Stewart* class member. You will receive a second notice in the future about your eligibility for retroactive benefits. That second notice will explain how to request a fair hearing if you dispute the amount of retroactive benefits owed to you. In the meantime, it is important that you notify the district of any changes to your address and/or contact information.

- Are not a *Stewart* class member. After a review of the records, it has been determined that you are not a class member because:
 - When you were denied PA, it was because of a resource that was not a vehicle,

OR

 - Other reason: _____

If you believe the determination that you are not a *Stewart* class member is incorrect, you may challenge this decision by requesting a desk review, in writing, to the Office of Temporary and Disability Assistance (OTDA). To request a desk review, please write a letter stating why you believe the determination is incorrect. If you have any documentation which shows why you believe it is incorrect, please include copies of the documentation with your letter. You should also include your name, address, phone number and, if known, your PA case number. Mail your letter and any supporting documentation to: OTDA, 40 N. Pearl Street, 11th Floor – Temporary Assistance Bureau, Albany, NY 12243. You may also request a desk review by sending an email to: otda.sm.cees.tabureau@otda.ny.gov. For security purposes, you cannot email your supporting documentation. If you have supporting documentation, you must make your request by mail. We recommend you make copies. Originals will not be returned.

If you have questions, contact the attorneys at Empire Justice Center who brought this lawsuit by emailing carloan@empirejustice.org or calling (585) 295-5837.

Worker Signature	Date
Worker Name	Worker Telephone Number