

c. The recipient shall supply, insofar as the recipient is able, additional information needed to establish eligibility and the amount of the family investment program grant within five working days from the date a written request is mailed by the county office to the recipient's current mailing address or given to the recipient. The county office shall extend the deadline when the recipient requests an extension because the recipient is making every effort to supply the information or verification but is unable to do so. "Supply" shall mean the requested information is received by the department by the specified due date. The recipient shall give written permission for release of information when the recipient is unable to furnish information needed to establish eligibility and the amount of the family investment program grant. Failure to supply the information or refusal to authorize the county office to secure the information from other sources shall serve as a basis for cancellation of assistance.

d. The recipient or applicant shall cooperate with the department when the recipient's or applicant's case is selected by quality control for verification of eligibility. The recipient or applicant shall also cooperate with the front end investigations conducted by the department of inspections and appeals to determine whether information supplied to the department by the client is complete and correct regarding pertinent public assistance information unless the investigation revolves solely around the circumstances of a person whose income and resources do not affect family investment program eligibility. (See department of inspections and appeals rules 481—Chapter 72.) Failure to cooperate shall serve as a basis for cancellation or denial of the family's assistance. Once denied or canceled for failure to cooperate, the family may reapply but shall not be considered for approval until cooperation occurs.

e. The recipient, or an individual being added to the existing eligible group, shall timely report any change in the following circumstances:

- (1) Income from all sources.
- (2) Resources.
- (3) Members of the household.
- (4) School attendance.
- (5) Becoming incapacitated or recovery from incapacity.
- (6) Change of mailing or living address.
- (7) Payment of child support.
- (8) Rescinded IAB 2/5/92, effective 4/1/92.
- (9) Receipt of a grant that exceeds the amount on the most recent notice from the department by \$10 or more or receipt of a duplicate grant.
- (10) Receipt of a social security number.
- (11) Payment for child support, alimony, or dependents as defined in 441—paragraph 41.27(8) "b" and 441—subrule 41.27(10).

f. A report shall be considered timely when made within ten days from:

- (1) The receipt of resources, income, or increased or decreased income.
- (2) Rescinded IAB 12/29/99, effective 3/1/00.
- (3) The date the address changes.
- (4) The date the child is officially dropped from the school rolls.
- (5) The date a person enters or leaves the household.
- (6) The date medical or psychological evidence indicates a person becomes incapacitated or recovers from incapacity.
- (7) The date the client increases or decreases child support payments.
- (8) Rescinded IAB 2/5/92, effective 4/1/92.
- (9) The date the recipient receives a grant that exceeds the amount on the most recent notice from the department by \$10 or more or a duplicate grant.

(10) The receipt of a social security number.

(11) The date a person described in 441—paragraph 41.27(8) “b” or “c” or a sponsor increases or decreases payments for child support, alimony or dependents.

g. When a change is not timely reported, any excess assistance paid shall be subject to recovery.

40.27(5) After assistance has been approved, eligibility for continuing assistance and the amount of the grant shall be effective as of the first of each month. Any change affecting eligibility reported during a month shall be effective the first day of the next calendar month and any change affecting the amount of assistance shall be effective for the corresponding payment month except:

a. When the recipient reports a new person to be added to the eligible group, and that person meets eligibility requirements, a payment adjustment shall be made for the month of report, subject to the effective date of grant limitations prescribed in 441—40.26(239B).

b. When it is timely reported income ended during one of the initial two months of eligibility and a grant adjustment could not be made effective the first of the following month in accordance with 441—subparagraph 41.27(9) “b”(1), a payment adjustment shall be made.

c. When verification of an income deduction, diversions, or deposit into an individual development account is provided before the end of the report month or the extended filing date described at 40.22(5) “c,” whichever is later, but too late for a grant adjustment to be made effective the first of the following month, a payment adjustment shall be made.

d. When cancellation of assistance is later in those cases where issuance of a timely notice, as required by 441—7.6(217), requires that the action be delayed until the first day of the second calendar month. Any overpayment received in the first calendar month shall be recouped.

e. Any change not reported prospectively in the budget month and reported on the monthly report form shall be effective for the corresponding payment month. When the change creates ineligibility for more than one month, the payment made in the report month shall be recouped.

f. When the recipient timely reports, as defined in 40.24(1) or 40.27(4), a change in income or circumstances during the first initial month of eligibility, prospective eligibility and grant amount for the second initial month shall be determined based on the change. A payment adjustment shall be made when indicated. Recoupment shall be made for any overpayment regardless of when the change is reported.

g. When an individual included in the eligible group becomes ineligible, that individual’s needs shall be removed prospectively effective the first of the next month. When the action must be delayed due to administrative requirements a payment adjustment or recoupment shall be made when appropriate.

h. When specifically indicated otherwise in these rules, such as in 441—subrule 41.25(5) and 441—subparagraph 41.27(9) “c”(2).

i. When a sanction under 441— subrule 41.25(8) is implemented or removed, the change shall be effective the first of the next calendar month after notification as described in that subrule has been received.

j. When a sanction under 441—paragraph 41.22(6) “f” is implemented, the change shall be effective the first of the next calendar month after the change has occurred when income maintenance determines noncooperation or after income maintenance receives notification from the child support recovery unit (CSRU) when CSRU determines noncooperation. When the sanction is removed, the change shall be effective the first of the next calendar month after the recipient has expressed willingness to cooperate as described in 441—paragraph 41.22(6) “f.” However, action to remove the sanction shall be delayed until cooperation has actually occurred or until notification has been received from CSRU that the client has cooperated.

This rule is intended to implement Iowa Code sections 239B.2, 239B.3, 239B.5, 239B.6 and 239B.18.

441—40.28(239B) Referral for investigation. The local office may refer questionable cases to the department of inspections and appeals for further investigation. Referrals shall be made using Form 427-0328, Referral For Front End Investigation.

This rule is intended to implement Iowa Code section 239B.5.

441—40.29(239B) Conversion to the X-PERT system. Rescinded IAB 10/4/00, effective 12/1/00. These rules are intended to implement Iowa Code chapter 239B.

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