

**WV INCOME MAINTENANCE MANUAL  
MANUAL MATERIAL TRANSMISSION**

**DATE:** July 1, 2016 **CHANGE NUMBER:** 732

**TO:** ALL INCOME MAINTENANCE MANUAL HOLDERS

DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
A-1	10	3/16	A-1	10	7/16
7	12	7/07	7	12	7/16
28b	13	10/11	28b	13	7/16
29	17	7/15	29	17	7/16
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31a	24	2/11	31a	24	7/16
DFA-DIMA-1	New		DFA-DIMA-1		7/16

This change is being made to add a form for physicians to complete for individuals who are unable to work or participate in the required WV WORKS or SNAP activities because of their medical condition and to add the process for the new Community and Technical College Project.

This change is being made to update the SMS amounts.

**Chapter 10 APPENDIX A**

Updated amounts

## **Chapters 12 and 13**

Chapters 12.3 and 13.10: The DFA-DIMA-1 is the approved form for good cause for failure to participate for WV WORKS due to disability or incapacity and to determine what accommodations may be needed.

## **Chapter 17**

Chapter 17.9: All appropriate material and examples were changed to reflect the updated SMS and FMA amounts.

RAPIDS will provide each local office with a printout of all AGs potentially affected by the SMA/FMA change. RAPIDS instructions for accomplishing the SMS/FMA update will be provided with the printout. Any AG which does not have the change made in RAPIDS effective July 2016, must have the contribution adjusted back to July 2016, if the contribution decreases due to the SMS/FMA increase.

The maximum SMS, as well as the minimum and maximum Asset Assessment limits, are updated effective each January.

## **Chapter 24**

24.4: The referral process for the Community and Technical College Project was added.

Policy questions should be directed to the DFA Family Support Policy Unit.

RAPIDS questions should be directed to the RAPIDS Help Desk.