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| LOCAL COMMISSIONERS MEMORANDUM |
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Transmittal No: 90 LCM-41

Date: March 26, 1990

Division: Administration

TO: Local District Commissioners

SUBJECT: PG-ADC Case Count Procedures

ATTACHMENTS: None

In the past few months there has been some confusion as to the assistance category Home Relief (HR) or Aid to Dependent Children (ADC), the PG-ADC case counts are included under for both statistical reporting and cost allocation purposes.

To address this confusion, the Local Districts are instructed to use the following procedures that follow:

Cost Allocation - The local districts should include the PG-ADC case counts under ADC in the Schedule D-1 DSS-2347-A Claiming of Eligibility/Income Maintenance (E/IM) Expenditures for cost allocation purposes.

Statistical Reporting - The following procedures should be followed for statistical reporting purposes:

BICS districts - The BICS statistical Schedule A has separate broken out PG-ADC data. To the BICS reports, local districts should adjust case count data including PG-ADC cases for all non BICS payments when appropriate.

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Non BICS districts- Non BIC's districts must still complete form DS 1185. PG-ADC data should be included in Section C of the line labeled ADC-FC. Districts should strike off the letters "FC" and replace them with "PG". You should continue to send these statistical reports to the Bureau of Data Management and Analysis at 40 North Pearl Street, 14th floor Albany.

If you have any questions regarding the claiming schedule, call Upstate Office- Irid Gordon at 1-800-342-3715, extension 4-7549; Metropolitan Office- Marvin Gold at (212) 804-1108. Questions regarding the statistical reports should be referred to the Bureau of Data Management and Analysis at 1-800-342-3715, extension 4-9688.

Richard Radzynski
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