

2015.05.00 PROVIDE PROOF OF INFORMATION

The applicant/recipient must consent to the release of any information necessary to determine his initial and continuing eligibility for assistance. They must supply required documents and records and must assist the DFR in obtaining verifications, including proof of incapacity. Failure or refusal by an applicant to provide the DFR with information or verification of information required to determine eligibility will render the AG ineligible for assistance.

If the individual is doing all that they can to cooperate in verifying the information, but are unable to do so, the DFR must assist the AG in verifying the information.

See 2025.10.00 for special circumstances requiring additional flexibility

When neither the worker nor the individual can secure the necessary documentation, the individual's written statement may be accepted as sufficient documentation using the guidelines in 2025.10.05. If there is a question as to whether a submission or statement is sufficient, send to PAL for review before taking adverse action on the case.