



Iowa Department of Human Services

Food Assistance Work Rules

To:

Date:

To get Food Assistance you have to follow these rules unless you have good cause:

- ◆ Don't cut your work hours below 30 hours a week.
- ◆ Don't quit your job if you are working 30 or more hours a week.
- ◆ When offered or referred, accept a suitable job which pays at least state or federal minimum wage.

Contact the DHS Call Center at 1-877-347-5678 if one of these apply to you:

- ◆ Have a mental or physical reason why you can't work
- ◆ Are responsible for the care of a child under six or an incapacitated person
- ◆ Receive unemployment benefits
- ◆ A regular participant in a drug or alcohol treatment program
- ◆ Have a good reason for not following a work rule

If you break these rules without good cause, you will lose your Food Assistance until you comply or at least for:

- ◆ Two months the first time
- ◆ Three months the second time
- ◆ Six months each additional time

Rights and responsibilities:

You have the right to:

- ◆ Receive an application when you ask for it.
- ◆ Turn in your application the same day you receive it.
- ◆ Receive your Food Assistance benefits (or be notified that you are not eligible for the program) within 30 days after you turn in your application.
- ◆ Receive Food Assistance benefits within a few days if you are eligible and have little or no money.
- ◆ Have a fair hearing if you disagree with any action taken on your case. If you believe that you or any group of individuals have been discriminated against by the Food Assistance because of age, sex, color, race, handicap, religious creed, national origin or political beliefs, you may:

Write to: U.S. Department of Agriculture
Office of the Assistance Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, DC 20250-9410

Fax: (202) 690-7442

Email: program.intake@usda.gov

It is your responsibility to report:

If your income goes over the household limit provided to you, you must tell us by the 10th of the next month.