XII.(b). <u>Procedure for Suspension for Noncompliance with Guidelines</u>

Procedure according to RSA 165:1-b will be followed if a recipient fails to comply with Guidelines relating to: (1) disclosure of income, resources, or other material financial data; (2) participation in the work program; (3) reasonable work search; or (4) application with other public assistance agencies.

A written first notice shall be given at the time of the granting of assistance stating the requirements in order to be eligible for assistance for the following week. Each recipient will be given a 7- day period within which to comply after receiving such a notice.

If a recipient does not comply with the requirements within the 7 days, he or she will be issued a written suspension notice. The suspension notice will state the requirements with which the recipient is not in compliance, the specific actions necessary for compliance, and the opportunity to request a hearing within 5 days of receipt of suspension notice.

The period of ineligibility or suspension shall be 7 days or 14 days if the recipient has had a prior suspension within the past six months. If upon the expiration of the 7-day or 14-day disqualification period, the recipient continues to fail to carry out the specific actions set forth in the suspension notice, the disqualification shall continue until the person complies.

The Welfare Official shall not be required to accept an application for general assistance from a person who is subject to disqualification or suspension under this section (RSA 165:1-b).

In the event such disqualification or suspension continues beyond the 7 or 14-day period due to continued non-compliance and there is a dispute over a contention by such person that he/she has satisfactorily complied with the requirements set forth in the suspension notice, such person shall be given an opportunity to request a hearing to determine that issue but the opportunity to continue to receive assistance pending the outcome of this hearing shall not apply.