

Preface

This is the twelfth revised edition of the General Assistance Manual. It has been prepared in a binder and loose-leaf format, with tabbed sections, so that the administrator can keep this manual, the General Assistance Ordinance, DHS Policy and supplemental materials together in an organized manner. Since DHS's audits require municipalities to demonstrate the possession of a copy of DHS GA policy, along with a current municipal GA ordinance, this binder should serve administrators in keeping all required material organized and readily available.

Please note however, this manual does not contain a GA ordinance. Municipalities should place a copy of the GA ordinance they have chosen to adopt after the Chapter 14 tab. The ordinance was intentionally omitted because it could not be assumed that the municipality has adopted the most recent version of the MMA model ordinance. In addition, DHS policy must also be inserted (after the Chapter 15 tab) once obtained from DHS.

Consistent with the general style of all MMA Legal Services' manuals, this manual is intended to help the administrator interpret state law, while providing practical examples, problems and possible solutions. Furthermore, where necessary, legislative history and the reasoning behind certain laws and practices is provided in an effort to assist the user in reaching a better understanding of the subject matter.

It must be emphasized that this manual is not a "law book," and specific legal questions should be directed to the municipal attorney or the MMA legal staff.

The information in this manual reflects General Assistance law effective as of July 2000. All references to state law refer to Title 22 unless otherwise stated.

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