

November 7, 2025

**GENERAL LETTER NO. 6-AP-174**

ISSUED BY: Bureau of Family, Food, and Work Supports  
Division Community Access and Eligibility

SUBJECT: Employees' Manual, Title 6 Appendix, **Income Maintenance Programs Appendix**, forms revised.

**Summary**

This chapter is revised to update the following forms, addressing content, accessibility, style, and formatting:

- **470-0481, Notification to the Bureau of Refugee Services**
- **470-0499, Ten-Day Report of Change for FIP**
- **470-3624, Child Care Assistance (CCA) Application**
- **470-4365, Disposal of Assets Penalty Notice of Decision**
- **470-4469, Child Care Claim Cover Letter**
- **470-4469S, Child Care Claim Cover Letter (Spanish Version)**
- **Comm002, Facts About SNAP**
- **Comm002S, Facts About SNAP (Spanish Version)**
- **Comm052, Medicaid for People in Nursing Homes and Other Care Facilities Booklet**
- **Comm072, Protection of Your Resources and Income Booklet**
- **Comm229, SNAP Makes Iowa Stronger Brochure**
- **Comm229S, SNAP Makes Iowa Stronger Brochure (Spanish Version)**
- **RC-0033, Desk Aid**

And to update links to documents throughout.

**Effective Date**

Immediately.

**Material Superseded**

Remove the following pages from Employees' Manual, Title 6 Appendix, and destroy them:

<b>Page</b>	<b>Date</b>
470-0481	06/22
470-0499	06/24

470-3624	05/25
470-4365	07/24
470-4469	05/22
470-4469S	05/22
Comm002	09/24
Comm002S	09/24
Comm052	01/15
Comm072	02/18
Comm229	09/24
Comm229S	09/24
RC-0033	09/24

### **Additional Information**

Refer questions about this general letter to your area income maintenance administrator.