



Applications

Formal Diversion Programs

Emergency Assistance

New Mexico

Applications

Filing and Processing Applications
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Personal Responsibility Contracts
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Filing and Processing Applications

All persons have a right to file an application for cash assistance.

Right provided for in regulation

The same application for cash assistance is used throughout the state.

The statewide application is a joint application for:

- Food Stamps
- Medicaid
- State "general assistance"
- General Assistance

State policy sets standards of timeliness for processing applications:

Applications must be acted upon within 45 days.

The agency is required to issue a written decision on applications.

Pre-Application Requirements

The state does not impose requirements that must be met before a family can submit an application for cash assistance.

Pending Application Requirements

The state does not impose requirements (other than verification of information concerning eligibility) that a family must meet in order for its cash assistance application to be processed and approved.

**Personal
Responsibility
Contracts**

Applicants and recipients are not required to sign a personal responsibility contract.

Employability Plans

Applicants must sign an employability plan, i.e. a plan that covers only work requirements for the individual, after eligibility is determined.

The following people must sign an employability plan:

- Head of household
- Both parents in "two-parent" families
- Adults in benefit group

The following applicants and recipients are exempt from developing and/or signing an employability plan:

- Individual exempt from work requirements
- Individual with a child under age 12 months
- Disabled caretaker
- Non-parent caretaker not receiving assistance
- Individual who is disabled and not able to participate
- Individual over age 60

A sanction is imposed if an applicant or recipient refuses to sign an employability plan. The sanction is the same as the sanction for non-compliance with work requirements.

Formal Diversion Programs

The state does not operate a formal cash diversion program.

Emergency Assistance

The state does not have an emergency assistance program.

Note: Information on exemptions from work requirements and sanctions for noncompliance with work requirements will be available in the Work and Sanction Provisions sections later this year.