

MEMORANDUM

To: Rachel Potter
Policy Analyst

From: James Billy
Rehabilitation Program Specialist

Date: October 10, 2006

Subject: Client Assistance Program State Assurances Form RSA-1820-0520.

Purpose:

The purpose of this memorandum is to request an extension of Form RSA-1820-0520, Client Assistance Program (CAP) State Assurances.

Background:

This form is used by states to request funds to establish and carry out Client Assistance Programs (CAP). A signed set of assurances is a condition for receipt of federal funds for the CAP program. In order for a state to receive federal funds to establish a CAP, the state must complete the application for the Client Assistance Program and provide assurances that the CAP can carry out its statutorily prescribed purposes and functions. The assurances list all of the requirements that must be satisfied in order for the program to receive federal funds. RSA also relies on the signed set of assurances submitted as part of the application process to ensure compliance by the CAP program throughout the year.

The attached document (Paperwork Reduction Act Submission: OMB Form 83-1) has been reviewed for compliance with the Paperwork Reduction Act and is ready to be transmitted to the Department's Information Management Team for clearance and submission to OMB.

Attachments:

OMB Form 83-1
Supporting Statement
Statutory Authorization, Section 112 of the Act, as amended;
Applicable Regulations, CFR 370.1
OMB Form-1820-0520 State Assurances