



FAMILY INDEPENDENCE ADMINISTRATION

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POLICY BULLETIN #10-42-OPE (This Policy Bulletin Replaces PB #10-06-OPE)

REVISIONS TO THE BRC-100 BROCHURE AND FORMS M-42U AND W-138Q

Date: April 21, 2010	Subtopic(s): Forms
<p> This procedure can now be accessed on the FIAweb.</p> <p>See CD #10-07 regarding the closing of F38 and the opening of F45.</p>	<p>The purpose of this policy bulletin is to inform Job Center and Non Cash Assistance Food Stamp (NCA FS) Center staff that the What You Need to Know About Food Stamps (BRC-100) brochure, the Non Cash Assistance Food Stamp Centers and Associated Medicaid Offices (M-42u) form, and the Food Stamp Income Guidelines (W-138Q) form have been revised as follows:</p> <ul style="list-style-type: none"> • To remove the Rider Food Stamp Center (F38) located at 305 Rider Avenue, Second Floor, Bronx, NY 10451. F38 is closing on April 23, 2010, but stopped accepting food stamp applications on March 29, 2010. • To add the Concourse Food Stamp Center (F45) located at 1375 Jerome Avenue, 2nd Floor, Bronx, NY 10452. F45 is opening on April 26, 2010. <p>The BRC-100 brochure contains general information about the Food Stamp program and also includes a listing of Food Stamp Centers in all five boroughs where a food stamp application may be filed. The brochure can be downloaded by the public on HRA's web site at www.nyc.gov/hra.</p> <p>The BRC-100 has been revised to provide the following:</p> <ul style="list-style-type: none"> • Instructions that a completed food stamp application may also be mailed to: <p style="text-align: center;">The Division of Food Stamp Services Mail Application Referral Unit (MARU) P.O. Box 24510 Brooklyn, NY 11201</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?
Call 718-557-1313 then press 3 at the prompt followed by 1 or
send an e-mail to *FIA Call Center Fax* or fax to: (917) 639-0298

Job Center Directors and NCA FS Center Managers must ensure that all previous versions of the **BRC-100** brochure and Forms **W-138Q** and **M42u**, and their multilingual equivalents are removed from circulation and recycled.

Samples of the revised brochure and forms are attached.

Effective Immediately

Related Item:

[CD #10-07](#)

Attachments:

☞ Please use Print on Demand to obtain copies of forms.

- | | |
|--------------------|---|
| BRC-100 | What You Need to Know About Food Stamps (Rev. 4/10) |
| BRC-100 (S) | What You Need to Know About Food Stamps (Spanish) (Rev. 4/10) |
| M-42u | Non Cash Assistance Food Stamp Centers and Associated Medicaid Offices (Rev. 4/21/10) |
| M-42u (S) | Non Cash Assistance Food Stamp Centers and Associated Medicaid Offices (Spanish) (Rev. 4/21/10) |
| W-138Q | Food Stamp Income Guidelines (Rev. 4/21/10) |
| W-138Q (S) | Food Stamp Income Guidelines (Spanish) (Rev. 4/21/10) |

WHERE DO I APPLY FOR FOOD STAMP BENEFITS?

Applying for Food Stamps is easier than ever. You can file your application in person, by mail, fax, online or your authorized representative can file it for you at any Food Stamp Center or at a participating community based organization. If you are working, are elderly or disabled, have problems with child care, or difficulty traveling to our office, you can ask to have your eligibility interview over the phone.

WHAT IF I DO NOT SPEAK ENGLISH?

We will arrange for free interpretation at the Food Stamp Center.

WHAT TYPE OF DOCUMENTATION WILL I NEED TO SHOW TO BE ELIGIBLE FOR FOOD STAMPS?

While no documentation is necessary to apply, you will eventually be asked to verify the information you give us. Below is a list of documents. If you provide them right away we can determine your eligibility faster.

- Proof of Identity:

Photo ID, driver's license, passport, naturalization certificate, hospital/doctor's records, or adoption papers.

- Proof of where you live:

Statement from landlord/primary tenant, current rent receipt or lease, or mortgage records.

- Proof of Income (if any):

Current pay stubs, pay envelopes, business records, tax records, or current income tax return, etc.

- Proof of Citizenship or Current Alien Status:

Birth certificate, U.S. passport, USCIS documentation, military service records, etc.

Other documents may also be acceptable.

IF I DON'T HAVE ALL THE DOCUMENTS NOW, CAN I STILL APPLY FOR FOOD STAMPS?

Yes, you can still apply. When possible, Food Stamp center staff will help you to get the required documents.



These Food Stamp centers are open from 8:30 AM to 5:00 PM, Monday through Friday (except legal holidays).

Manhattan		
East End - F02 2322 Third Avenue, 3rd Floor New York, NY 10035	Washington Heights - F13 4055 Tenth Avenue, Lower Level New York, NY 10034	St. Nicholas - F14 132 West 125th Street, 3rd Floor New York, NY 10027
Brooklyn		
Williamsburg - F21 30 Thornton Street, 4th Floor Brooklyn, NY 11206	Coney Island - F22 2865 West 8th Street, 1st Floor Brooklyn, NY 11224	North Brooklyn - F26 500 Dekalb Avenue, 5th Floor Brooklyn, NY 11205
East New York - F28 404 Pine Street, 1st Floor Brooklyn, NY 11208		
Bronx		
Melrose - F40 260 East 161st Street, 4th Floor Bronx, NY 10451	Concourse - F45 1375 Jerome Avenue, 2nd Floor Bronx, NY 10452	Crotona - F46 1910 Monterey Avenue, 5th Floor Bronx, NY 10457
Queens		
Queens - F53 32-20 Northern Boulevard, 2nd Floor LIC, NY 11101	Rockaway - F79 219 Beach 59th Street, 1st Floor Rockaway, NY 11692	

The following centers are open Monday through Friday, 8:30 AM to 6:00 PM and Saturdays, 9:00 AM to 5:00 PM (except legal holidays):

Waverly - F19 12 West 14th Street, 4th Floor, New York, NY 10011
Fort Greene - F20 275 Bergen Street, 1st Floor, Brooklyn, NY 11217
Fordham - F44 2551 Bainbridge Avenue, 2nd Floor, Bronx, NY 10458
Jamaica - F54 165-08 88th Avenue, 3rd Floor, Jamaica, NY 11432
Richmond - F99 201 Bay Street, 1st Floor, Staten Island, NY 10301

You may also mail your application to the Division of Food Stamp Services, Mail Application & Referral Unit (MARU), P.O. Box 24510, Brooklyn, NY 11201

311 or
TTY (311) at: (212) 504-4115

HRA's Website
www.nyc.gov/hra

Access NYC
www.nyc.gov/accessnyc



Michael R. Bloomberg
Mayor

Human Resources
Administration
Department of
Social Services

Robert Doar
Commissioner

BRC-100
Rev. 4/10

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What You Need to Know About Food Stamps

Food Stamp Program
Family Independence Administration



APPLYING IS EASIER THAN EVER

The Food Stamp Program provides food support to low-income New Yorkers including working families, the elderly and the disabled to increase their ability to purchase food. You can spend your food stamps by using a debit card where you do your shopping. There's no need to carry separate food coupons.

WHO IS ELIGIBLE TO RECEIVE FOOD STAMP BENEFITS?

Many people are eligible and don't realize it. You can be employed, own your own home and car, have money saved and still be eligible for Food Stamps. Many immigrants who were once ineligible can now receive food stamps. Each application is evaluated on an individual basis and qualifying is based on income.

HOW CAN I GET A FOOD STAMP APPLICATION?

- Call HRA's Infoline at 1-877-472-8411 or 311 and we will send you an application and information on where you may bring, mail or fax it.
- Pick one up from any Food Stamp center.
- Download an application from HRA's website at NYC.gov/HRA/FoodStamps
- For an application as well as eligibility pre-screening, go to NYC.gov/ACCESSNYC

IF I AM RECEIVING SSI/DISABILITY BENEFITS, DO I STILL QUALIFY FOR FOOD STAMPS? WILL MY SSI/DISABILITY PAYMENTS BE REDUCED?

Yes, you can still qualify for Food Stamp benefits even if you receive SSI/disability benefits, as long as you meet eligibility rules. Receipt of Food Stamps does not reduce your SSI/Disability payments.

HOW SOON AFTER I APPLY WILL I RECEIVE FOOD STAMPS?

If you are eligible for Food Stamps, you will receive them within 30 days. In some cases, emergency benefits can be issued sooner.



HOW MUCH INCOME CAN I HAVE AND STILL BE ELIGIBLE FOR FOOD STAMPS?

The Food Stamp Income Guidelines and maximum monthly allotment as of October 2009 are as follows:

FOOD STAMP INCOME GUIDELINES			
Family Size	Gross Monthly Income Limit*	Net Monthly Income Limit**	Maximum Monthly Allotment
1	\$1,174	\$903	\$200
2	\$1,579	\$1,215	\$367
3	\$1,984	\$1,526	\$526
4	\$2,389	\$1,838	\$668
5	\$2,794	\$2,150	\$793
6	\$3,200	\$2,461	\$952
7	\$3,605	\$2,773	\$1,052
8	\$4,010	\$3,085	\$1,202
Each Additional Member	+\$406	+\$312	+\$150

*Households that incur dependent care expenses are subject to higher gross income limits.

If your household has a person who is 60 or older or disabled, you only need to meet the net income limit. If everyone in your household receives SSI, TANF, or SNA you do not need to meet any income limit. Your total income, before taxes or any other subtractions, is called **gross income.

However, certain subtractions to your gross income, called deductions, are allowed. These can be for things like housing, child support payments, monthly medical expenses over \$35 for elderly or disabled people, or child-care. The amount left over after deductions is called **net income**.

The amount of Food Stamp benefits you receive depends on your household size, expenses, and your income.

¿ADÓNDE PRESENTO LA SOLICITUD PARA BENEFICIOS DE CUPONES PARA ALIMENTOS?

El trámite de solicitud de Cupones para Alimentos ahora es más fácil que nunca. Usted puede presentar su solicitud en persona, por correo, por fax, en línea, o por medio de un representante autorizado en cualquier Centro de Cupones para Alimentos o en una organización comunitaria participante. Si usted trabaja, es anciano(a) o incapacitado(a), tiene problemas con el cuidado infantil, o dificultad en transportarse a nuestra oficina, puede solicitar que le hagan su entrevista de elegibilidad por teléfono.

¿QUÉ SUCEDE SI NO HABLO INGLÉS?

Nosotros arreglaremos interpretación gratuita en el Centro de Cupones para Alimentos.

¿QUÉ TIPO DE DOCUMENTACIÓN NECESITO MOSTRAR PARA SER ELEGIBLE PARA CUPONES PARA ALIMENTOS?

Mientras que para presentar una solicitud no es necesario tener documentación, con el tiempo a usted se le pedirá que compruebe la información que nos entregó. Abajo hay una lista de documentos. Si nos los proporciona inmediatamente, podemos determinar su elegibilidad más rápido.

- Prueba de identidad:

Identificación con fotografía, licencia de conducir, pasaporte, certificado de naturalización, registros de hospital/doctor, o papeles de adopción.

- Prueba de donde vive:

Declaración del casero/inquilino principal, recibo de renta actual o alquiler, registros de hipoteca.

- Prueba de ingresos (si tiene):

Talones de pago actual, sobres de pago, registros comerciales, registros de impuestos o declaración de impuesto actual, etc.

- Prueba de ciudadanía o situación migratoria actual:

Certificado de nacimiento, pasaporte de Estados Unidos, documentación de USCIS, registros de servicio militar, etc.

Es posible que otros documentos también sean aceptables.

¿SI YO NO TENGO TODOS LOS DOCUMENTOS AHORA, PUEDO TODAVÍA PRESENTAR LA SOLICITUD PARA CUPONES PARA ALIMENTOS?

Sí. Cuando sea posible, el personal del centro de Cupones para Alimentos lo ayudará a obtener los documentos requeridos.



Estos centros de Cupones para Alimentos atienden de lunes a viernes desde las 8:30 AM a las 5:00 PM (excepto los feriados legales).

Manhattan		
East End - F02 2322 Third Avenue, 3er Piso New York, NY 10035	Washington Heights - F13 4055 Tenth Avenue, bajo nivel New York, NY 10034	St. Nicholas - F14 132 West 125th Street, 3er Piso New York, NY 10027
Brooklyn		
Williamsburg - F21 30 Thornton Street, 4to Piso Brooklyn, NY 11206	Coney Island - F22 2865 West 8th Street, 1er Piso Brooklyn, NY 11224	North Brooklyn - F26 500 Dekalb Avenue, 5to Piso Brooklyn, NY 11205
East New York - F28 404 Pine Street, 1er Piso Brooklyn, NY 11208		
Bronx		
Melrose - F40 260 East 161st Street, 4to Piso Bronx, NY 10451	Concourse - F45 1375 Jerome Avenue, 2ndo Piso Bronx, NY 10452	Crotona - F46 1910 Monterey Avenue, 5to Piso Bronx, NY 10457
Queens		
Queens - F53 32-20 Northern Boulevard, 2ndo Piso Long Island City, NY 11101	Rockaway - F79 219 Beach 59th Street, 1er Piso Far Rockaway, NY 11692	

Los siguientes centros atienden de lunes a viernes desde las 8:30 AM a las 6 PM y los sábados desde las 9 AM a las 5 PM (excepto los feriados legales):

Waverly - F19 12 West 14th Street, 4to Piso, New York, NY 10011
Fort Greene - F20 275 Bergen Street, 1er Piso, Brooklyn, NY 11217
Fordham - F44 2551 Bainbridge Avenue, 2ndo Piso, Bronx, NY 10458
Jamaica - F54 165-08 88th Avenue, 3er Piso, Jamaica, NY 11432
Richmond - F99 201 Bay Street, 1er Piso, Staten Island, NY 10301

Además, usted puede enviar su solicitud por correo a la Division of Food Stamp Services, Mail Application & Referral Unit (MARU), P.O. Box 24510, Brooklyn, NY 11201

311 o
TTY (311) al: (212) 504-4115

Página de Internet de la HRA
www.nyc.gov/hra

Access NYC
www.nyc.gov/accessnyc

NYC
Michael R. Bloomberg
Alcalde

Administración de
Recursos Humanos
Departamento de
Servicios Sociales

Robert Doar
Comisionado

BRC-100 (S)
Rev. 4/10

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Humanos de la Ciudad de Nueva York.

Lo Que Necesita Saber Sobre Los Cupones Para Alimentos

Programa de Cupones para Alimentos

Administración para la Independencia Familiar

NYC Administración de
Recursos Humanos
Departamento de
Servicios Sociales

AHORA ES MÁS FÁCIL QUE NUNCA PRESENTAR UNA SOLICITUD

El Programa de Cupones para Alimentos provee ayuda de alimentos a los neoyorquinos de bajos ingresos, incluyendo familias que trabajan, personas de anciana edad y los incapacitados para incrementar su capacidad para comprar alimentos. Usted puede gastar sus cupones para alimentos usando la tarjeta de débito en el lugar donde hace sus compras. No hay necesidad de llevar cupones para alimentos aparte.

¿QUIÉN ES ELEGIBLE PARA RECIBIR BENEFICIOS DE CUPONES PARA ALIMENTOS?

Muchas personas son elegibles y no lo saben. Usted puede estar empleado, ser dueño de su propio hogar y vehículo, tener dinero ahorrado y todavía ser elegible para Cupones para Alimentos. Muchos inmigrantes que en algún momento no eran elegibles, ahora pueden recibir cupones para alimentos. Cada solicitud es evaluada en forma individual y la calificación se basa en los ingresos.

¿CÓMO PUEDO OBTENER UNA SOLICITUD?

- Llame a la Línea Informativa de HRA (Infoline) al 1-877-472-8411 o al 311 y le enviaremos una solicitud e información sobre donde la puede traer, enviar, o faxear.
- Recoja una en cualquier centro de Cupones para Alimentos
- Descargue una solicitud del sitio Web de la HRA en NYC.gov/HRA/FoodStamps
- Para una solicitud, así como también para una pre-evaluación de elegibilidad, visite NYC.gov/ACCESSNYC

¿SI ESTOY RECIBIENDO BENEFICIOS DE SSI/ INCAPACIDAD, CALIFICO TODAVÍA PARA CUPONES PARA ALIMENTOS? ¿SE REDUCIRÁN MIS PAGOS DE SSI/INCAPACIDAD?

Sí, usted todavía puede calificar para beneficios de Cupones para Alimentos, incluso si usted recibe beneficios de SSI/incapacidad, siempre que usted cumpla con los reglamentos de elegibilidad. Recibir Cupones para Alimentos no reduce los pagos de SSI/incapacidad.

¿QUÉ TAN PRONTO DESPUÉS DE PRESENTAR UNA SOLICITUD RECIBIRÉ CUPONES PARA ALIMENTOS?

Si usted es elegible para Cupones para Alimentos, los recibirá dentro de 30 días. En algunos casos, los beneficios de emergencia pueden emitirse antes.



¿CUÁL ES EL MÁXIMO INGRESO QUE PUEDO TENER PARA NO PERDER EL DERECHO A RECIBIR LOS CUPONES PARA ALIMENTOS?

Las Cantidades de Ingresos de Cupones para Alimentos y la máxima asignación mensual a partir de octubre del 2009 son las siguientes.

PAUTAS DE INGRESOS PARA CUPONES PARA ALIMENTOS			
Tamaño de Familia	Límite de ingresos brutos mensuales*	Límite de ingresos netos mensuales**	Asignación mensual máxima
1	\$1,174	\$903	\$200
2	\$1,579	\$1,215	\$367
3	\$1,984	\$1,526	\$526
4	\$2,389	\$1,838	\$668
5	\$2,794	\$2,150	\$793
6	\$3,200	\$2,461	\$952
7	\$3,605	\$2,773	\$1,052
8	\$4,010	\$3,085	\$1,202
Cada Miembro Adicional	+\$406	+\$312	+\$150

*Hogares que tienen gastos de dependientes están sujetos a límites de ingreso más alto.

Si algún integrante de su hogar es una persona de 60 años o más o es incapacitada, sólo necesitará cumplir con el límite de ingresos netos. Si todos los integrantes de su hogar reciben SSI o TANF, no necesita cumplir con ningún tipo de límite de ingresos. Se denomina **ingreso bruto al ingreso total al que no se le ha descontado impuestos u otros conceptos.

Existen ciertos descuentos, denominados deducciones, que sí pueden aplicarse a su ingreso bruto. Estas deducciones pueden ser gastos de vivienda, pagos de sustento para niños, gastos médicos mensuales superiores a \$35 para personas mayores o incapacitadas o gastos de cuidado de niños. El monto que resta después de haber aplicado las deducciones se denomina **ingreso neto**.

El monto de los beneficios de Cupones para Alimentos (Food Stamps) que usted recibe depende del tamaño de su hogar, de sus gastos y sus ingresos.

Non Cash Assistance Food Stamp Centers and Associated Medicaid Offices

To file a **Food Stamp application**, you may appear in person at any of the Food Stamp Centers listed below between the hours of 8:30 AM and 5:00 PM, Monday through Friday. In Extended Hours Centers you may appear in person between the hours of 8:30 AM and 6:00 PM, Monday through Friday and between 9:00 AM and 5:00 PM on Saturday. You may also mail your application to the **Division of Food Stamp Services, Mail Application & Referral Unit (MARU), P.O. Box 24510, Brooklyn, NY 11201**, or fax your application to (718) 834-3296 or (718) 834-3299. To request an application and instructions on the documentation requirements, call Infoline at (877) 472-8411.

Food Stamp Center	Associated Medicaid Office
F02 East End 2322 Third Avenue, Third Floor New York, NY 10035	Metropolitan Hospital 1901 1st Avenue, First Floor, Room 1D-27 New York, NY 10029 (Use the 2nd Avenue entrance at 97th Street)
F13 Washington Heights 4055 Tenth Avenue, Lower Level New York, NY 10034	Columbia-Presbyterian Hospital 622 West 168th Street, First Floor, Room PH040 New York, NY 10032
F14 St. Nicholas 132 West 125th Street, Third Floor New York, NY 10027	Harlem Hospital (Ron Brown Building) 530 Lenox Avenue, First Floor, Room 1061 (137th Street entrance) New York, NY 10037
F19 Waverly* 12 West 14th Street, Fourth Floor New York, NY 10011	Bellevue Hospital 462 First Avenue "G" Link, Ground Floor New York, NY 10016
F20 Fort Greene* 275 Bergen Street, First Floor Brooklyn, NY 11217	Boerum Hill 35 4th Avenue Brooklyn, NY 11217
F21 Williamsburg 30 Thornton Street, Fourth Floor Brooklyn, NY 11206	Woodhull Hospital 760 Broadway, Ground Floor Brooklyn, NY 11206
F22 Coney Island 2865 West 8th Street, First Floor Brooklyn, NY 11224	Coney Island 3050 West 21st Street, First Floor Brooklyn, NY 11224
F26 North Brooklyn 500 DeKalb Avenue, Fifth Floor Brooklyn, NY 11205	Woodhull Hospital 760 Broadway, Ground Floor Brooklyn, NY 11206
F28 East New York 404 Pine Street, First Floor Brooklyn, NY 11208	

*Extended Hours Centers – 8:30 AM to 6:00 PM, Monday through Friday and between 9:00 AM and 5:00 PM on Saturday.

Non Cash Assistance Food Stamp Centers and Associated Medicaid Offices

Food Stamp Center	Associated Medicaid Office
F40 Melrose 260 East 161st Street, Fourth Floor Bronx, NY 10451	Lincoln Hospital 234 East 149th Street, Basement, Room B-75 Bronx, NY 10451
F44 Fordham* 2551 Bainbridge Avenue, Second Floor Bronx, NY 10458	
F45 Concourse (opening April 26, 2010) 1375 Jerome Avenue, Second Floor Bronx, NY 10452	
F46 Crotona 1910 Monterey Avenue, Fifth Floor Bronx, NY 10457	Bronx Lebanon Hospital 1316 Fulton Avenue, First Floor Bronx, NY 10456
F53 Queens 32-20 Northern Boulevard, Fourth Floor Long Island City, NY 11101	Elmhurst Hospital 79-01 Broadway, Room D4-17 Elmhurst, NY 11373
F54 Jamaica* 165-08 88th Avenue, Third Floor Jamaica, NY 11432	Jamaica 165-08 88th Avenue, Sixth Floor Jamaica, NY 11432
F79 Rockaway 219 Beach 59th Street, First Floor Rockaway, NY 11692	Rockaway 219 Beach 59th Street, Second Floor Rockaway, NY 11692
F99 Richmond* 201 Bay Street, First Floor Staten Island, NY 10301	Staten Island 215 Bay Street Staten Island, NY 10301

*Extended Hours Centers – 8:30 AM to 6:00 PM, Monday through Friday and between 9:00 AM and 5:00 PM on Saturday.

Centros de Cupones para Alimentos de No Asistencia en Efectivo y Oficinas de Medicaid Correspondientes

Para presentar una solicitud de Cupones para Alimentos puede presentarse a cualquiera de los Centros de Cupones para Alimentos indicados abajo entre las horas de 8:30 AM a 5:00 PM de lunes a viernes. En Centros con Horario Suplementario, usted puede presentarse entre las horas de 8:30 AM y 6:00 PM, de lunes a viernes y entre 9:00 AM a 5:00 PM el sábado. También puede enviar por correo su solicitud a los Servicios de la **División de Cupones para Alimentos, Unidad de Referencia y Solicitud por Correo (MARU) al P. O. Box 24510, Brooklyn, NY 11201** o enviar por fax su solicitud al (718) 834-3296 o al (718) 834-3299. Para pedir una solicitud e instrucciones para los requisitos documentales llame al la Línea Informativa (Infoline) al (877) 472-8411.

Centro de Cupones para Alimentos	Oficina de Medicaid Correspondiente
F02 East End 2322 Third Avenue, 3er piso New York, NY 10035	Metropolitan Hospital 1901 1st Avenue, 1er piso, sala 1D-27 New York, NY 10029 (Use la entrada en 2nd Avenue con 97th Street)
F13 Washington Heights 4055 Tenth Avenue, planta baja New York, NY 10034	Columbia-Presbyterian Hospital 622 West 168th Street, 1er piso, sala PH040 New York, NY 10032
F14 St. Nicholas 132 West 125th Street, 3er piso New York, NY 10027	Harlem Hospital (Edificio Ron Brown) 530 Lenox Avenue, 1er piso, sala 1061 (entrada en la 137th Street) New York, NY 10037
F19 Waverly* 12 West 14th Street, 4to piso New York, NY 10011	Bellevue Hospital 462 First Avenue "G" Link, planta baja New York, NY 10016
F20 Fort Greene* 275 Bergen Street, 1er piso Brooklyn, NY 11217	Boerum Hill 35 4th Avenue Brooklyn, NY 11217
F21 Williamsburg 30 Thornton Street, 4to piso Brooklyn, NY 11206	Woodhull Hospital 760 Broadway, planta baja Brooklyn, NY 11206
F22 Coney Island 2865 West 8th Street, 1er piso Brooklyn, NY 11224	Coney Island 3050 West 21st Street, 1er piso Brooklyn, NY 11224
F26 North Brooklyn 500 Dekalb Avenue, 5to piso Brooklyn, NY 11205	Woodhull Hospital 760 Broadway, planta baja Brooklyn, NY 11206
F28 East New York 404 Pine Street, 1er piso Brooklyn, NY 11208	

*Centros con Horario Suplementario – 8:30 AM a 6:00 PM, lunes a viernes y entre 9:00 AM y 5:00 PM el sábado.

**Centros de Cupones para Alimentos de No Asistencia en Efectivo y
Oficinas de Medicaid Correspondientes**

Centro de Cupones para Alimentos	Oficina de Medicaid Correspondiente
F40 Melrose 260 East 161st Street, 4to piso Bronx, NY 10451	Lincoln Hospital 234 East 149th Street, sótano, sala B-75 Bronx, NY 10451
F44 Fordham* 2551 Bainbridge Avenue, 2do piso Bronx, NY 10458	
F45 Concourse (abrirá el 26 de abril, 2010) 1375 Jerome Avenue, 2do piso Bronx, NY 10452	
F46 Crotona 1910 Monterey Avenue, 5to piso Bronx, NY 10457	Bronx Lebanon Hospital 1316 Fulton Avenue, 1er piso Bronx, NY 10456
F53 Queens 32-20 Northern Boulevard, 4to piso Long Island City, NY 11101	Elmhurst Hospital 79-01 Broadway, sala D4-17 Elmhurst, NY 11373
F54 Jamaica* 165-08 88th Avenue, 3er piso Jamaica, NY 11432	Jamaica 165-08 88th Avenue, 6to piso Jamaica, NY 11432
F79 Rockaway 219 Beach 59th Street, 1er piso Rockaway, NY 11692	Rockaway 219 Beach 59th Street, 2do piso Rockaway, NY 11692
F99 Richmond* 201 Bay Street, 1er piso Staten Island, NY 10301	Staten Island 215 Bay Street Staten Island, NY 10301

*Centros con Horario Suplementario – 8:30 AM a 6:00 PM, lunes a viernes y entre 9:00 AM y 5:00 PM el sábado.

Food Stamp Income Guidelines

- Food stamps provide your family with assistance when buying food. They are used in place of cash to buy food at grocery stores or supermarkets.
- You don't have to be out of work to apply for food stamps. You can be employed and still be eligible for food stamps.
- You can own your own home and car and still be eligible for food stamps.
- If you are eligible, you will receive food stamp assistance within 30 days. Certain households with little income or savings, or with high shelter costs, can receive food stamp benefits within five days.

Family Size	1	2	3	4	5	6	7	8	Each additional member
Maximum Gross Monthly Income	\$1,174	\$1,579	\$1,984	\$2,389	\$2,794	\$3,200	\$3,605	\$4,010	+ \$406

- These new income limits are effective October 1, 2009.
- The Maximum Gross Monthly Income limits do not apply to food stamp households with an elderly or disabled individual, or if everyone in your household receives SSI, TANF, or SNA, you do not need to meet any income limit. Households that incur dependent care expenses are subject to higher gross income limits.

To file a food stamp application, you may appear in person during the listed hours of operation for any of the Food Stamp Centers identified below. You may also mail your application to the **Division of Food Stamp Services, Mail Application & Referral Unit (MARU), P.O. Box 24510, Brooklyn, NY 11201**, or fax your application to (718) 834-3296 or (718) 834-3299. Your food stamp application will be considered as filed if it contains a minimum of your name, address (if you have one), and a signature on page 1 or page 5 of the application. When your application is received, you will be contacted to schedule an eligibility interview.

If you are elderly or disabled or have a hardship such as child care, travel or work hours that make it difficult for you to have an in-office eligibility interview, you may request a telephone eligibility interview when we contact you.

Please review the enclosed Food Stamp Documentation Guide (**W-129G**), which lists some of the more common documents that can be used to verify each of the applicable eligibility factors. If you are mailing the application, please ensure that you enclose copies of all required documentation. If you plan to file the application in person, please bring originals of all required documentation. Providing the required documentation will assist us in expediting the processing of your food stamp application.

New York City Food Stamp Centers The following Food Stamp Centers are open from 8:30 AM to 5:00 PM, Monday through Friday (except legal holidays)				Extended Hours Centers The following Food Stamp Centers are open from 8:30 AM to 6:00 PM, Monday through Friday and 9:00 AM to 5:00 PM on Saturday (except legal holidays)	
Manhattan	East End – F02 2322 Third Avenue 3rd Floor New York, NY 10035	Washington Heights – F13 4055 10th Avenue Lower Level New York, NY 10034	St. Nicholas – F14 132 West 125th Street 3rd Floor New York, NY 10027	Waverly – F19 12 West 14th Street 4th Floor New York, NY 10011	
Brooklyn	Williamsburg – F21 30 Thornton Street 4th Floor Brooklyn, NY 11206	Coney Island – F22 2865 West 8th Street 1st Floor Brooklyn, NY 11224	Ft. Greene – F20 275 Bergen Street 1st Floor Brooklyn, NY 11217		
	North Brooklyn – F26 500 Dekalb Avenue 5th Floor Brooklyn, NY 11205	East New York – F28 404 Pine Street 1st Floor Brooklyn, NY 11208			
Bronx	Melrose – F40 260 East 161st Street 4th Floor Bronx, NY 10451	Concourse – F45 (opening April 26, 2010) 1375 Jerome Avenue 2nd Floor Bronx, NY 10452	Crotona – F46 1910 Monterey Avenue 5th Floor Bronx, NY 10457	Fordham – F44 2551 Bainbridge Avenue 2nd Floor Bronx, NY 10458	
Queens	Queens – F53 32-20 Northern Boulevard 2nd Floor Long Island City, NY 11101	Rockaway – F79 219 Beach 59th Street 1st Floor Rockaway, NY 11692	Jamaica – F54 165-08 88th Avenue 3rd Floor Jamaica, NY 11432		
Staten Island				Richmond – F99 201 Bay Street 1st Floor Staten Island, NY 10301	

Guía de Ingresos de Cupones para Alimentos

- Los cupones para alimentos le proveen a su familia asistencia a la hora de comprar alimentos. Estos cupones para alimentos se utilizan en lugar de dinero en efectivo para comprar alimentos en bodegas o supermercados.
- Usted no tiene que estar desempleado para solicitar cupones para alimentos. Usted puede estar empleado y aun ser elegible para los cupones para alimentos.
- Usted puede ser elegible para recibir cupones para alimentos aun si es propietario(a) de su casa y automóvil.
- Si usted es elegible, recibirá asistencia de cupones para alimentos dentro de 30 días. Ciertos hogares con poco ingreso o ahorros, o con altos costos de alquiler, pueden recibir los beneficios de cupones para alimentos dentro de cinco días.

Miembros en la Familia	1	2	3	4	5	6	7	8	Cada miembro adicional
Máximo Ingreso Bruto Mensual	\$1,174	\$1,579	\$1,984	\$2,389	\$2,794	\$3,200	\$3,605	\$4,010	+ \$406

- Estos nuevos límites de ingresos entrarán en vigencia el 1 de octubre de 2009.
- Los límites del Máximo Ingreso Bruto Mensual no corresponden a hogares de cupones para alimentos con personas ancianas o incapacitadas, o si todos en su hogar reciben SSI, TANF, o SNA, usted no tiene que reunir ningún límite de ingreso. Los hogares que incurrir en gastos por cuidado de dependientes están sujetos a límites mayores de ingreso bruto.

Para presentar una solicitud de cupones para alimentos, usted puede presentarse en persona durante el horario de trabajo para cualquiera de los Centros de Cupones para Alimentos identificados abajo. Además puede enviar su solicitud por correo a la **Division of Food Stamp Services, Mail Application & Referral Unit (MARU), P.O. Box 24510, Brooklyn, NY 11201**, o lo puede faxear al (718) 834-3296 o (718) 834-3299. Su solicitud de cupones para alimentos se considerará presentada si contiene como mínimo su nombre, dirección (de tenerla), y firma en la página 1 o página 5 de la solicitud. Cuando se reciba su solicitud, nos comunicaremos con usted para programar una entrevista de elegibilidad.

Si usted es anciano o incapacitado o se le dificulta presentarse a una entrevista de elegibilidad en nuestra oficina debido a cuidado infantil, transporte o a su horario de trabajo, puede solicitar una entrevista de elegibilidad telefónica cuando nos comuniquemos con usted.

Por favor repase la Guía de Documentación de Cupones para Alimentos (**W-129G (S)**), adjunta que lista algunos de los documentos más comunes que se pueden utilizar para verificar cada uno de los factores de elegibilidad que corresponden. Si usted va a enviar por correo su solicitud, favor de asegurarse de adjuntar copias de todos los documentos solicitados. Si piensa presentar la solicitud en persona, favor de traer originales de toda la documentación solicitada. El proporcionar la documentación solicitada permitirá acelerar el trámite de solicitud de cupones para alimentos.

Centros de Cupones para Alimentos de la Ciudad de Nueva York Los siguientes Centros de Cupones para Alimentos están abiertos de 8:30 AM a 5:00 PM, de lunes a viernes (excepto los días feriados oficiales)			Centros Con Horarios Suplementarios Los siguientes Centros de Cupones para Alimentos están abiertos de 8:30 AM a 6:00 PM, de lunes a viernes y de 9:00 AM a 5:00 PM el sábado (excepto los días feriados oficiales)	
Manhattan	East End – F02 2322 Third Avenue 3er piso New York, NY 10035	Washington Heights – F13 4055 10th Avenue planta baja New York, NY 10034	St. Nicholas – F14 132 West 125th Street 3er piso New York, NY 10027	Waverly – F19 12 West 14th Street 4to piso New York, NY 10011
Brooklyn	Williamsburg – F21 30 Thornton Street 4to piso Brooklyn, NY 11206	Coney Island – F22 2865 West 8 th Street 1er piso Brooklyn, NY 11224		Ft. Greene – F20 275 Bergen Street 1er piso Brooklyn, NY 11217
	North Brooklyn – F26 500 Dekalb Avenue 5to piso Brooklyn, NY 11205	East New York – F28 404 Pine Street 1er piso Brooklyn, NY 11208		
Bronx	Melrose – F40 260 East 161st Street 4to piso Bronx, NY 10451	Concourse – F45 (abrirá el 26 de abril, 2010) 1375 Jerome Avenue 2do piso Bronx, NY 10452	Crotona – F46 1910 Monterey Avenue 5to piso Bronx, NY 10457	Fordham – F44 2551 Bainbridge Avenue 2do piso Bronx, NY 10458
Queens	Queens – F53 32-20 Northern Boulevard 2do piso Long Island City, NY 11101	Rockaway – F79 219 Beach 59th Street 1er piso Rockaway, NY 11692		Jamaica – F54 165-08 88th Avenue 3er piso Jamaica, NY 11432
Staten Island				Richmond – F99 201 Bay Street 1er piso Staten Island, NY 10301