



FAMILY INDEPENDENCE ADMINISTRATION

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POLICY BULLETIN #09-47-OPE (This Policy Bulletin Replaces PB #08-81-OPE)

REVISIONS TO THE FOOD STAMP OUTREACH MAILER

<p>Date: April 24, 2009</p>	<p>Subtopic(s): Mailer</p>
<p> This procedure can now be accessed on the FIAweb.</p> <p>For further information on the increased Thrifty Food Plan (TFP) FS benefit amounts, refer to PB #09-28-OPE</p>	<p>Revisions to the Original Policy Bulletin:</p> <p>This policy bulletin has been revised to inform all Non Cash Assistance Food Stamp (NCA FS) Center staff about changes to the Applying For Food Stamps Is Easier Than Ever Before (BRC-100A) brochure.</p> <p>The following sentences have been integrated within the BRC-100A brochure:</p> <ul style="list-style-type: none"> • “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.”; • “A family of four may be eligible to receive up to \$8,016 a year to help buy food. A senior living alone can receive up to \$2,400 a year in food stamps.”; and • “You or your authorized representative can apply at any of these locations or at a participating community based organization. Applications can be submitted by mail, by fax, or by walking in (no appointment needed).” <p>Additional changes to the BRC-100A brochure include:</p> <ul style="list-style-type: none"> • The Food Stamp (FS) guidelines section has been amended to include the new maximum FS benefit amounts;

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*

See [PB #09-31-OPE](#)

- Center F15 (SSI Only) has been removed from the list of offices open from 8:30 AM to 5:00 PM, Monday through Friday; The sentence “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):” has been added above the box which lists the extended hours FS Centers. This change has been made to reflect the fact that extended hours centers will no longer remain open until 7:00 PM on a specific day of the week; and
- The address of the Fort Greene FS Center (**F20**) has been corrected to read, “275 Bergen Street, 1st Fl. Brooklyn, NY 11217”.

Purpose:

The purpose of this policy bulletin is to inform all NCA FS Center staff that a mailer containing a letter and a brochure is being sent to Medicaid recipients who may be eligible for FS but do not receive them.

A FS data match was compiled by the Human Resources Administration (HRA) to identify Medicaid participants who may be eligible for FS but do not receive them. As part of a continuing outreach program to increase the number of New Yorkers enrolled in the FS program, the identified Medicaid participants are being encouraged to apply for FS benefits.

The Food Stamp Outreach letter (see **Attachment A**) and an accompanying **BRC-100A** brochure is being mailed to approximately 635,000 Medicaid households. Management Information Systems (MIS) began a staggered mailing of the Food Stamp Outreach letter and the brochure in July 2008.

The Food Stamp Outreach letter informs the identified Medicaid participants about the ease and convenience of applying for FS. It directs the identified individuals to refer to the brochure or contact 311 to find a nearby NCA FS Center.

The **BRC-100A** brochure contains information about the FS program and it includes a listing of NCA FS Center locations throughout the five boroughs.

Samples of the FS outreach letter and the revised brochure are attached.

Effective Immediately


References:

[Food Stamp Source Book](#) (FSSB), Section 4, pages 19 and 25
[GIS 09 TA/DC 008](#)

Related Items:

[PB #09-31-OPE](#)
[PB #09-28-OPE](#)

Attachments:

 Please use Print on Demand to obtain copies of forms.

Attachment A Food Stamp Outreach letter
BRC-100A Applying For Food Stamps Is Easier Than Ever Before (Rev. 4/09)

FOOD STAMP OUTREACH
HUMAN RESOURCES ADMINISTRATION
MEDICAL INSURANCE AND COMMUNITY
SERVICES ADMINISTRATION
PO BOX 2798
NEW YORK, NY 10117-0233

NYC™ **Human Resources
Administration**
Department of
Social Services
Robert Doar
Commissioner



July 2008

Dear Fellow New Yorker:

According to our records you are currently enrolled in a public health insurance program but are not receiving food stamps. Food stamps can provide you with extra money each month to help buy nutritious food for you and your family.

It is easier than ever to apply for food stamps. Our Centers are located throughout New York City. You can walk in at a time that is convenient for you. If you are working you can still be eligible even if you have savings. You may also qualify for a telephone interview.

For more information please see the enclosed brochure or call 311 to find a Center near you.

This mailing is being done in cooperation with the New York City Council. You may also contact your Council Member's office for more information.

Sincerely,

Robert Doar
Administrator/Commissioner

Enclosure

果您沒辦法閱讀這封信，但是想知道有關糧食券的更多資訊的話，請致電311。

Si w pa kapab li lèt sa a, men w ta renmen gen plis enfòmasyon sou Koupon pou Achte Manje, tanpri rele nan 311.

Если Вы не можете прочитать это письмо, но хотели бы получить дополнительную информацию о продуктовых талонах, позвоните по телефону 311.

إذا لا تستطيع قراءة هذه الرسالة ولكنك ترغب في معرفة المزيد عن برنامج الكوبونات الغذائية فيرجى الاتصال بالرقم

.311

귀하가 이 편지를 읽을 수 없지만 푸드 스탬프에 대해서 더 자세히 알고 싶으면 311번으로 전화하십시오.

Attachment A

FOOD STAMP OUTREACH
HUMAN RESOURCES ADMINISTRATION
MEDICAL INSURANCE AND COMMUNITY
SERVICES ADMINISTRATION
PO BOX 2798
NEW YORK, NY 10117-0233

NYC™ **Human Resources
Administration**
Department of
Social Services
Robert Doar
Commissioner



Julio de 2008

Estimado Neoyorquino:

Según nuestros archivos usted actualmente está inscrito en un programa de seguro de salud pública pero no recibe cupones para alimentos. Los cupones para alimentos pueden proveerle dinero adicional todos los meses para comprar comida nutritiva para usted y su familia.

Solicitar cupones para alimentos **ahora es más fácil que nunca**. Nuestros Centros están localizados por toda la Ciudad de Nueva York. Usted puede presentarse a la hora que más le convenga. Si usted trabaja puede ser elegible aun si tiene dinero ahorrado. También puede ser elegible para una entrevista por teléfono.

Para más información favor de leer el folleto adjunto o llame al 311 para elegir el Centro más cercano a usted.

Esta correspondencia se está realizando en cooperación con el Ayuntamiento de la Ciudad de Nueva York. Para más información comuníquese con la oficina de su concejal.

Atentamente,

Robert Doar
Administrador/Comisionado

Adjunto



Solicitar el beneficio de los cupones para alimentos es más fácil y más conveniente que nunca.

Aun si usted está trabajando puede ser elegible para cupones para alimentos. Si usted trabaja, es anciano(a) o incapacitado(a), tiene problemas de cuidado infantil, o dificultad en transportarse a nuestra oficina, puede solicitar que su entrevista de elegibilidad se lleve a cabo por teléfono.

Muchos inmigrantes que alguna vez no fueron elegibles pueden recibir ahora el beneficio de cupones para alimentos. Podemos determinar si usted es elegible.

Una familia de cuatro integrantes puede ser elegible para recibir hasta \$8,016 al año como ayuda para comprar comida. Una persona de la tercera edad que vive sola puede recibir hasta \$2,400 al año en cupones para alimentos.

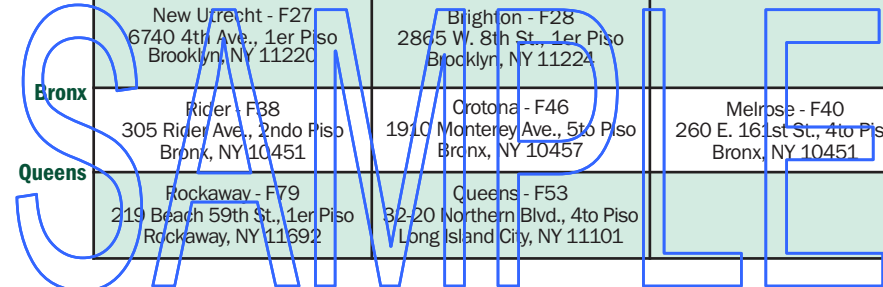
Si tiene una emergencia alimentaria puede recibir el beneficio de cupones para alimentos, en diferentes sedes, el mismo día que lo solicita.

Para pedir una solicitud u obtener más información sobre cupones para alimentos y otros servicios de la ciudad, llame al 311 o visite NYC.gov/accessnyc para verificar con antelación si usted califica.

Las oficinas están ubicadas en todos los cinco condados. Usted o su representante autorizado pueden presentar solicitud en cualquiera de estos locales o en una organización comunitaria participante. Las solicitudes se pueden presentar por correo, por fax, o en persona (sin necesidad de cita).

Las oficinas están abiertas de 8:30 AM a 5:00 PM, de lunes a viernes (excepto los feriados oficiales).

Manhattan	East End - F02 2322 Third Ave., 3er Piso New York, NY 10035	Washington Heights - F13 4055 Tenth Ave., bajo nivel New York, NY 10034	St. Nicholas - F14 132 W. 125th St., 3er Piso New York, NY 10027
Brooklyn	Fort Greene - F20 275 Bergen Street, 1er Piso Brooklyn, NY 11217	Williamsburg - F21 30 Thornton St., 4to Piso Brooklyn, NY 11206	North Brooklyn - F26 500 Dekalb Ave., 5to Piso Brooklyn, NY 11205
Bronx	New Utrecht - F27 6740 4th Ave., 1er Piso Brooklyn, NY 11220	Blighton - F28 2865 W. 8th St., 1er Piso Brooklyn, NY 11224	
Queens	Rider - F38 305 Rider Ave., 2ndo Piso Bronx, NY 10451	Crotona - F46 1910 Monterey Ave., 5to Piso Bronx, NY 10457	Melrose - F40 260 E. 161st St., 4to Piso Bronx, NY 10451
	Rockaway - F79 219 Beach 59th St., 1er Piso Rockaway, NY 11692	Queens - F53 32-20 Northern Blvd., 4to Piso Long Island City, NY 11101	



Los siguientes centros atienden de lunes a viernes desde las 8:30 AM a las 6 PM 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
Boro Hall - F23 45 Hoyt Street, 6to Piso, Brooklyn, NY 11201
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



APPLYING FOR FOOD STAMPS IS EASIER THAN EVER BEFORE

NYC
Human Resources Administration
Department of Social Services



Si tiene necesidad de recibir comida de inmediato, puede comunicarse con la línea de Hambre al 1-866-888-8777, para ubicar un comedor de beneficencia cerca de usted.

PAUTAS PARA CUPONES PARA ALIMENTOS	
Tamaño de Familia:	Beneficio Máximo:
1	\$200
2	\$367
3	\$526
4	\$668
5	\$793
6	\$952
7	\$1,052
8	\$1,202
Cada Miembro adicional	+\$150

NYC
Michael R. Bloomberg
Alcalde

Administración de Recursos Humanos
Departamento de Servicios Sociales
Robert Doar
Comisionado

BRC-100A
Rev. 4/09

Derechos de Propiedad Intelectual 2009.
Ciudad de Nueva York Administración de Recursos Humanos/Departamento de Servicios Sociales.

You can now spend your food stamps by using a debit card where you do your shopping.

Money you have saved will no longer prevent you from receiving food stamps.

No need to carry separate food coupons.

You can still be eligible if you meet the income qualifications.





It's easier and more convenient than ever to apply for food stamps

Even if you are working you may be eligible for food stamps. 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.

Many immigrants who were once ineligible can now receive food stamps. We can determine if you are eligible.

A family of four may be eligible to receive up to \$8,016 a year to help buy food. A senior living alone can receive up to \$2,400 a year in food stamps.

If you have an emergency need for food, you can receive food stamps the same day you apply in many locations.



If you are in need of food immediately, you can also contact the Hunger Hotline at 1-866-888-8777, for a food pantry near you.

FOOD STAMP GUIDELINES	
Family Size:	Maximum Benefits up to:
1	\$200
2	\$367
3	\$526
4	\$668
5	\$793
6	\$952
7	\$1,052
8	\$1,202
Each Additional Member	+\$150

For more information on food stamps or other city services, call 311 or visit NYC.gov/accessnyc and see if you pre-qualify.

Offices are located in all five boroughs. You or your authorized representative can apply at any of these locations or at a participating community based organization. Applications can be submitted by mail, by fax, or by walking in (no appointment is needed).

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

Manhattan	East End - F02 2322 Third Ave., 3rd Fl. New York, NY 10035	Washington Heights - F13 4055 Tenth Ave., Lower Level New York, NY 10034	St. Nicholas - F14 132 W. 125th St., 3rd Fl. New York, NY 10027
Brooklyn	Fort Greene - F20 275 Bergen Street, 1st Fl. Brooklyn, NY 11217	Williamsburg - F21 30 Thornton St., 4th Fl. Brooklyn, NY 11206	North Brooklyn - F26 500 Dekalb Ave., 5th Fl. Brooklyn, NY 11205
Bronx	New Utrecht - F27 6740 4th Ave., 1st Fl. Brooklyn, NY 11220	Brighton - F28 2865 W. 8th St., 1st Fl. Brooklyn, NY 11224	
Queens	Rider - F38 305 Rider Ave., 2nd Fl. Bronx, NY 10451	Crotona - F46 1910 Monterey Ave., 5th Fl. Bronx, NY 10457	Melrose - F40 260 E. 161st St., 4th Fl. Bronx, NY 10451
	Rockaway - F79 219 Beach 59th St., 1st Fl. Rockaway, NY 11692	Queens - F53 32-20 Northern Blvd., 4th Fl. Long Island City, NY 11101	

SAMPLE

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
Boro Hall - F23 45 Hoyt Street, 6th Floor, Brooklyn, NY 11201
Fordham - F44 2551 Bainbridge Avenue, 2nd Floor, Bronx, NY 10458
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Richmond - F99 201 Bay Street, 1st Floor, Staten Island, NY 10301

NYC
Michael R. Bloomberg
Mayor

Human Resources Administration
Department of Social Services

Robert Doar
Commissioner

BRC-100A
Rev. 4/09

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SOLICITAR LOS CUPONES PARA ALIMENTOS ES MÁS FÁCIL QUE NUNCA

NYC
Human Resources
Administration
Department of
Social Services

Ahora usted puede gastar en cupones para alimentos al usar su tarjeta de débito cuando haga sus compras.

No necesita llevar cupones para alimentos por separado.

El dinero que usted haya ahorrado no le impedirá recibir cupones para alimentos.

Usted puede ser elegible si satisface los requerimientos de ingresos.

