



FAMILY INDEPENDENCE ADMINISTRATION

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POLICY BULLETIN #04-72-OPE

REVISION OF FOOD STAMP INCOME GUIDELINES (FORM W-138Q)


Date: April 29, 2004	Subtopic(s): Forms
 This procedure can now be accessed on the FIAweb.	<p>This bulletin is to inform Food Stamp Center and Job Center staff that the Food Stamp Income Guidelines form (W-138Q and W-138Q [S]) has been revised to reflect the following changes:</p> <ul style="list-style-type: none">• The monthly maximum income levels according to family size have been revised.• The addresses and telephone numbers of the Food Stamp (FS) Centers have been updated.• The Medical Insurance and Community Services Administration (MICSA) FS Centers (formerly referred to as "MAP" Centers) are identified with a single asterisk. These include: F11, F15, F22, F24, F42, F43, F51, F61 and F63.• The F42 (MICSA) Center is co-located with the F79 (FIA) Center and the F51 (MICSA) Center is co-located with the F99 (FIA) Center.• Food Stamp Centers with extended hours are identified with a single dagger symbol. These include: F11 (MICSA), F23, F41/54 (co-located) and F48. <p>Also, the form was revised to indicate that:</p> <ul style="list-style-type: none">• F61 (MICSA) is a "Residential Facilities Only" Center, which provides service, by mail, phone and fax, to residents in state-certified residential treatment group homes; and• F63 (MICSA) provides FS to eligible individuals who are medically verified to be permanently homebound. Assistance is provided by mail, phone and fax. F63 staff do not make home visits.

HAVE QUESTIONS ABOUT THIS PROCEDURE?
Call (718) 557-1313 then press 2 at the prompt followed by 765 or
send an e-mail to *FIA Call Center*

Distribution: X

Center Directors must ensure that prior versions of the **W-138Q** and **W-138Q (S)** are recycled.

Effective Immediately

 Forms can now be accessed through Print on Demand at all Job Centers.

Attachments:

W-138Q Food Stamp Income Guidelines (Rev. 4/29/04)

W-138Q (S) Food Stamp Income Guidelines (Spanish)
(4/29/04)



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	\$973	\$1,313	\$1,654	\$1,994	\$2,334	\$2,674	\$3,014	\$3,354	+341

To make an application appointment with the Food Stamp Office nearest you, you may telephone or appear in person any time between the hours of 9 AM and 5 PM, Monday through Friday.

▶ You may exceed these limits if a member of your household is age 60 or over, or meets certain disability criteria. These income limits are effective October 1, 2003.

New York City Food Stamp Offices

Manhattan	East End – F02 2322 Third Avenue 3rd floor New York, NY 10035 (212) 860-5147/59/63	* † Union Square – F11 109 East 16th St. 6th floor New York, NY 10003 (212) 835-7596/97/98	Washington Heights – F13 4660 Broadway 1st floor New York, NY 10040 (212) 569-9830/29/34	St. Nicholas – 14 132 West 125th St. 5th floor New York, NY 10027 (212) 666-1434/36, 8690	Yorkville – F19 225 East 34th St. 1st floor New York, NY 10016 (212) 725-7919/32
Brooklyn	* F15 (SSI only) 253 Schermerhorn St. 1st floor Brooklyn, NY 11201 (718) 722-4009	Ft. Greene – F20 275 Bergen Street 1st floor Brooklyn, NY 11217 (718) 473-8510/17/32	Williamsburg – F21 30 Thornton Street 1st floor Brooklyn, NY 11206 (718) 963-4809, 5099, 5115	* Coney Island – F22 2865 West 8th Street 1st floor Brooklyn, NY 11224 (718) 265-5605	
	† Boro Hall – F23 45 Hoyt Street 6th floor Brooklyn, NY 11201 (718) 237-4818/28/37	* Greenwood – F24 227 Schermerhorn St. 1st floor Brooklyn, NY 11201 (718) 722-4004/5/6/7/8	Midwood – F25 3050 West 21st Street 2nd floor Brooklyn, NY 11224 (718) 333-3585/87/88/89	North Brooklyn – F26 500 Dekalb Avenue 5th floor Brooklyn, NY 11205 (718) 398-5062/63/65/66 (718) 636-2465	
	New Utrecht – F27 6740 4th Avenue 1st floor Brooklyn, NY 11214 (718) 921-2049/2268	Brighton – F28 2865 West 8th Street 1st floor Brooklyn, NY 11224 (718) 265-5621/23/26	* † F61 (Residential Facilities Only) 233 Schermerhorn Street 3rd floor Brooklyn, NY 11201 (718) 722-4817	* F63 (Homebound Non SSI only) 215 Duffield Street 3rd floor Brooklyn, NY 11201 (718) 237-7576/77/78/79	
Bronx	Melrose – F31/F40 260 East 161 Street 8th floor Bronx, NY 10451 (718) 664-1010/12	Colgate – F32 1209 Colgate Avenue 2nd floor Bronx, NY 10472 (718) 589-4918, (718) 620-8883	Concourse – F45 1365 Jerome Avenue 1st Floor Bronx, NY 10452 (718) 590-7524/7604	Crotona – F46 1910 Monterey Avenue 5th floor Bronx, NY 10457 (718) 901-0268/0270/5459	† Rider – F48 305 Rider Avenue 2nd floor Bronx, NY 10451 (718) 742-3692/98, 3958
Queens	† Jamaica – F41/54 90-75 Sutphin Boulevard 4th floor Jamaica, NY 11435 (718) 523-1090/1298	Far Rockaway – * F42/F79 520 Beach 20th Street 1st floor Far Rockaway, NY 11691 (718) 337-6500/01/02	* Long Island City – F43 45-12 32nd Place 1st Floor LIC, NY 11101 (718) 752-4459/61/63, 4500	Flushing – F53 32-20 Northern Boulevard 4th floor LIC, NY 11101 (718) 784-6121/22/23	
Staten Island	St. George/Richmond – * F51/F99 444 St. Mark's Place 1st floor S.I., NY 10301 (718) 390-8411/12				

* Medical Insurance and Community Services Administration (MICSAs) Center. F61 provides services by mail, phone and fax to residents in state-certified residential treatment group homes. F63 provides food stamps to eligible individuals who are medically verified to be permanently homebound; these services are provided by phone, mail and fax.

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



Guía de Ingresos para Cupones de Alimentos

- Los cupones para alimentos le proveen a su familia asistencia al momento de comprar alimentos. Estos cupones para alimentos son utilizados en lugar de dinero en efectivo para comprar en bodegas o supermercados.
- Usted no tiene que estar desempleado para solicitar cupones para alimentos. Usted puede estar empleado y aun ser elegible para 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 Beneficios para Cupones de Alimentos dentro de cinco días.

Tamaño de la Familia	1	2	3	4	5	6	7	8	Cada Miembro Adicional
Máximo Ingreso Bruto Mensual	\$973	\$1,313	\$1,654	\$1,994	\$2,334	\$2,674	\$3,014	\$3,354	+341

Para programar una cita de solicitud con la Oficina de Cupones para Alimentos más cercana a usted, puede llamar por teléfono o ir en persona cuando quiera entre las horas de 9 AM y 5 PM, de lunes a viernes.

Usted puede exceder estos límites si un miembro de su hogar tiene 60 años o más o reúne ciertos criterios de incapacidad. Estos límites de ingreso entran en vigor el 1 de octubre del 2003.

Oficinas de Cupones para Alimentos en la Ciudad de Nueva York

Manhattan	East End – F02 2322 Third Avenue 3rd floor New York, NY 10035 (212) 860-5147/59/63	* † Union Square – F11 109 East 16th St. 6th floor New York, NY 10003 (212) 835-7596/97/98	Washington Heights – F13 4660 Broadway 1st floor New York, NY 10040 (212) 569-9830/29/34	St. Nicholas – 14 132 West 125th St. 5th floor New York, NY 10027 (212) 666-1434/36, 8690	Yorkville – F19 225 East 34th St. 1st floor New York, NY 10016 (212) 725-7919/32
Brooklyn	* F15 (Sólo para SSI.) 253 Schermerhorn St. 1st floor Brooklyn, NY 11201 (718) 722-4009	Ft. Greene – F20 275 Bergen Street 1st floor Brooklyn, NY 11217 (718) 473-8510/17/32	Williamsburg – F21 30 Thornton Street 1st floor Brooklyn, NY 11206 (718) 963-4809, 5099, 5115	* Coney Island – F22 2865 West 8th Street 1st floor Brooklyn, NY 11224 (718) 265-5605	
	† Boro Hall – F23 45 Hoyt Street 6th floor Brooklyn, NY 11201 (718) 237-4818/28/37	* Greenwood – F24 227 Schermerhorn St. 1st floor Brooklyn, NY 11201 (718) 722-4004/5/6/7/8	Midwood – F25 3050 West 21st Street 2nd floor Brooklyn, NY 11224 (718) 333-3585/87/88/89	North Brooklyn – F26 500 Dekalb Avenue 5th floor Brooklyn, NY 11205 (718) 398-5062/63/65/66 (718) 636-2465	
	New Utrecht – F27 6740 4th Avenue 1st floor Brooklyn, NY 11214 (718) 921-2049/2268	Brighton – F28 2865 West 8th Street 1st floor Brooklyn, NY 11224 (718) 265-5621/23/26	* F61 (Solo para Servicios Residenciales) 233 Schermerhorn Street 3rd floor Brooklyn, NY 11201 (718) 722-4817	* F63 (Sólo para confinados al hogar no de SSI.) 215 Duffield Street 3rd floor Brooklyn, NY 11201 (718) 237-7576/77/78/79	
Bronx	Melrose – F31/F40 260 East 161 Street 8th floor Bronx, NY 10451 (718) 664-1010/12	Colgate – F32 1209 Colgate Avenue 2nd floor Bronx, NY 10472 (718) 589-4918, (718) 620-8883	Concourse – F45 1365 Jerome Avenue 1st Floor Bronx, NY 10452 (718) 590-7524/7604	Crotona – F46 1910 Monterey Avenue 5th floor Bronx, NY 10457 (718) 901-0268/0270/5459	† Rider – F48 305 Rider Avenue 2nd floor Bronx, NY 10451 (718) 742-3692/98, 3958
Queens	† Jamaica – F41/54 90-75 Sutphin Boulevard 4th floor Jamaica, NY 11435 (718) 523-1090/1298	Far Rockaway – * F42/F79 520 Beach 20th Street 1st floor Far Rockaway, NY 11691 (718) 337-6500/01/02	* Long Island City – F43 45-12 32nd Place 1st Floor LIC, NY 11101 (718) 752-4459/61/63, 4500	Flushing – F53 32-20 Northern Boulevard 4th floor LIC, NY 11101 (718) 784-6121/22/23	
Staten Island	St. George/Richmond – * F51/F99 444 St. Mark's Place 1st floor S.I., NY 10301 (718) 390-8411/12				

* Centros de Administración de Seguro Médico y de Servicios Comunitarios (Medical Insurance and Community Services Administration – MICSA). El F61 proporciona servicios por correo, teléfono y facsímil a residentes en grupos de hogares de tratamiento autorizado por el estado. El F63 proporciona Cupones para Alimentos a personas elegibles que estén médicamente verificadas como permanentemente confinadas al hogar. Estos servicios son proporcionados por teléfono, por correo y facsímil.

† Centros con Horario Prolongado – 8:30 AM a 6:00 PM de lunes a viernes, y de 9:00 AM a 5:00 PM los sábados.