



OFFICE OF POLICY, PROCEDURES, AND TRAINING

POLICY BULLETIN #22-93-ELI

FOOD EMERGENCY GRANT FOR VICTIMS OF SKIMMING

Date: December 19, 2022	Subtopic(s): Emergencies, Skimming, EBT
	<p>The purpose of this policy bulletin is to inform Benefits Access Centers (BAC), HIV/AIDS Services Administration (HASA), and Non-Cash Assistance Supplemental Nutrition Assistance Program (NCA SNAP) staff that individuals who are victims of card skimming and who have a food emergency may be eligible for a food emergency grant. This policy bulletin is informational for all other staff.</p> <p><u>Card Skimming</u></p> <p>Skimming involves copying an individual’s Electronic Benefit Transfer (EBT) card’s account information and Personal Identification Number (PIN) at legitimate retailers which have authorized EBT point of sale (POS) devices.</p> <p>This is done by overlaying the retailer’s POS device with a scanning device which uses Bluetooth technology to transmit the card’s information to a scammer’s remote device (cell phone, laptop, tablet). With this information, the scammer can access an individual’s EBT account and remove all funds currently available.</p> <p>The United States Department of Agriculture, Food and Nutrition Service (USDA-FNS) prohibits replacing stolen Supplemental Nutrition Assistance Program (SNAP) benefits using federal funds. Additionally, stolen/skimmed SNAP benefits cannot be replaced even if a reported case of skimming is confirmed.</p> <p>Cash Assistance (CA) benefits that have been stolen/skimmed cannot be replaced, even if a reported case of skimming is confirmed. In addition, CA cannot be used to replace the amount of SNAP benefits stolen/skimmed.</p> <p>If any EBT theft is suspected, whether the physical card was stolen or the card was digitally compromised, staff must advise the cardholder that they should immediately report the card as stolen and change their PIN. Staff should send the information over to the</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

Department of Social Services (DSS) Accountability Office by email to HRA Fraud Intake at mapd@dss.nyc.gov and individuals can also be given the hotline number of 718-722-8001.

Food Emergency Grant

Refer to [PD#17-01-ELI](#)

For the victims of skimming who are indicating that they have no food or money to buy food, staff are able to issue an emergency food allowance, which would be under emergency assistance. The food allowance is limited to an amount not to exceed the sum of the Food & Other, energy grant, and/or restaurant allowance, if applicable (those already in receipt of a restaurant allowance), for any given month. Staff must use the Guide to Cash Assistance Budgeting (**W-203K**) to determine the semi-monthly amounts and multiply by 2.

For active CA participants, this would be an emergency/additional allowance request and is subject to recoupment. An interview is not required, but the BAC/HASA Center must have an affirmative request from the participant.

Refer to [PD#21-03-ELI](#) and [PB#22-20-ELI](#)

For SNAP participants, they can apply for a One Shot Deal (OSD) for the emergency food allowance, but they must meet the Emergency Assistance to Families (EAF) or Emergency Safety Net Assistance (ESNA) income and resource requirements. If they receive Supplemental Security Income (SSI) and are eligible for Emergency Assistance for Adults (EAA), there are no additional income or resource requirements.

Reminder – Last Resort

As a reminder, the emergency food grant is meant to be the last resort and may only be issued if other resources, including community resources, have been exhausted or are not available.

Note: Documentation of utilizing community resources is not required and staff may accept statements from individuals that they have either exhausted those resources or that they were not available as verification.

Effective Immediately

References:

[GIS 22 TA/DC097](#)
[GIS 22 TA/DC106](#)

Related Items:

[PD#17-01-ELI](#)

[PD#21-03-ELI](#)

[PB#22-20-ELI](#)

Attachments:

W-203K Guide to Cash Assistance Budgeting (Rev.7/08/22)

Guide to Cash Assistance Budgeting

(Effective October 1, 2022)

Schedule of Semimonthly (S/M) Pre-added Allowance (10/1/12)

CA Family Size	1	2	3	4	5	6	Each Additional Person
Amount	\$79.00	\$126.00	\$168.00	\$216.50	\$267.00	\$308.50	\$42.50

Special Situations

- Single persons residing in public shelters can receive a Cash Assistance personal needs allowance of \$22.50 semimonthly.
- Homeless persons who refuse placement in a shelter can receive the pre-added, energy and restaurant allowance.
- For family members joining the household for limited periods (e.g., weekends) authorize \$4.00 per day, per person.
- All participants who are billed for rent are entitled to a shelter allowance equal to the rent or the maximum shelter allowance for family size, whichever is less.
- Persons with HIV/AIDS may be limited to a shelter allowance of up to \$480 per month and up to \$330 per month for each additional person on the case.

Schedule 1

Maximum S/M Shelter Allowance with Children† (effective 11/1/03)

CA Family Size	1	2	3	4	5	6	7 or More
S/M Amount	\$138.50	\$141.50	\$200.00	\$225.00	\$250.50	\$262.00	\$273.00

Schedule 2

Maximum S/M Shelter Allowance without Children

CA Family Size	1	2	3	4	5	6	7	8 or More
S/M Amount	\$107.50	\$125.00	\$143.00	\$156.00	\$168.50	\$174.50	\$201.50	\$210.50

S/M Energy Grants

CA Family Size	1	2	3	4	5	6	Each Additional Person
S/M Amount	\$12.55	\$19.75	\$26.50	\$34.35	\$42.35	\$48.60	\$6.25

S/M Fuel for Heating: Other than Natural Gas Fuel Type (Oil, Kerosene, Propane) (Code 2)**

CA Family Size	1	2	3	4	5	6	7	8 or More
S/M Amount	\$35.00	\$35.00	\$35.00	\$36.50	\$38.50	\$41.00	\$44.00	\$46.50

S/M Fuel for Heating: Natural Gas Fuel Type (Code 1), Coal (Code 4), Other Code (Code 9)**

CA Family Size	1	2	3	4	5	6	7	8 or More
S/M Amount	\$28.00	\$28.00	\$28.00	\$29.00	\$30.50	\$32.50	\$34.50	\$37.00

S/M Fuel for Heating: Other than Natural Gas Fuel Type (Electric) (Code 3)**

CA Family Size	1	2	3	4	5	6	7	8 or More
S/M Amount	\$45.00	\$45.00	\$45.00	\$47.00	\$49.50	\$53.00	\$56.50	\$60.00

Expenses Incidental to Employment

Item of Expense	Allowance
Earned Income Disregard	50% of Gross earned income
Standard Semimonthly Work Deduction	\$75.00

Expenses Incidental to Approved Training

Carfare	Public transportation expense
----------------	-------------------------------

Schedule of Semimonthly Restaurant Allowance (Includes Sales Tax)

	Dinner	Lunch and Dinner	All Meals
Amount per Person	\$14.50	\$23.50	\$32.00
Pregnant Women, Persons under 18 Years of Age and Full-Time Students Who Will Graduate before 19th Birthday	\$32.50	\$41.50	\$50.00

Schedule of Emergency Assistance Grants for All Cases

Daily Rate

CA Family Size	Pre-added and Energy Allowance	*Pre-added, Energy and Restaurant Allowance
1	\$6.10	\$8.25
2	\$9.70	\$14.00
3	\$12.95	\$19.35
4	\$16.70	\$25.25
5	\$20.60	\$31.30
6	\$23.80	\$36.60
7	\$27.05	\$42.00
8	\$30.30	\$47.35
9	\$33.55	\$52.75
10	\$36.80	\$58.15
Each Additional Person	\$3.25	\$5.40

† Includes pregnant women

* Add \$1.20 per individual, if entitled, to the \$50.00 semimonthly restaurant allowances.

** Enter the appropriate code in the fuel type field on the household screen (**NSBL02**) of the budget in WMS.