



FAMILY INDEPENDENCE ADMINISTRATION

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POLICY BULLETIN #08-108-OPE

REMINDER MAILING TO F20 PARTICIPANTS REGARDING RECERTIFICATIONS

Date: August 27, 2008	Subtopic(s): MIS Mailing
<p> This procedure can now be accessed on the FIAweb.</p> <p>See PB #08-67-OPE</p>	<p>The purpose of this policy bulletin is to inform all Non Cash Assistance Food Stamp (NCA FS) Center staff at the Fort Greene Food Stamp (FS) Center (F20) of a mailing to participants regarding recertifications. It is informational for all other staff.</p> <p>Center F20 was temporarily relocated from 275 Bergen Street, Brooklyn, NY 11217 to 3050 West 21st Street, 3rd Floor, Brooklyn, NY 11224 on July 11, 2008. FS participants from Center F20 must report to the temporary location until further notice if they wish to recertify for benefits in-person. FS participants not subject to finger-imaging requirements have the convenient option of recertifying for benefits over the telephone.</p> <p>The Management Information Systems (MIS) unit of the Family Independence Administration (FIA) is issuing a notice entitled "Important Notice Regarding Your Food Stamp Recertification" (EXP-76BB) to all FS participants with active cases at Center F20. This notice is geared toward FS participants recertifying for benefits. It reminds them that in order to recertify for benefits they must either appear at the temporary location in-person or recertify via telephone and follow the instructions on their recertification appointment notice.</p> <p>A sample of the notice (EXP-76BB) is attached.</p> <p><i>Effective Immediately</i></p> <p>Related Item: PB #08-67-OPE</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*

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

Attachment:

EXP-76BB

Important Notice Regarding Your Food Stamp Recertification

Important Notice Regarding Your Food Stamp Recertification

This notice is to remind you that in order to continue to receive Food Stamp benefits your household must comply with recertification requirements. Failure to recertify will result in the termination of your Food Stamp benefits.

Recently, the Fort Greene Food Stamp Center (F20), which is responsible for the recertification of your Food Stamp case, was temporarily relocated to 3050 West 21st Street, 3rd Floor, Brooklyn, NY 11217. If you are not subject to finger imaging requirements and have been scheduled for a recertification interview, you may complete your recertification by telephone. This may be convenient if you find the Center's temporary location difficult to reach.

Your Recertification Appointment Notice provides instructions on how to complete your recertification interview over the telephone. If you decide to recertify by phone, please ensure that you follow the instructions on your notice.

If you have any questions or concerns, please contact the Fort Greene Food Stamp Center at (718) 333-3090.

REMEMBER TO SAFEGUARD YOUR ELECTRONIC BENEFIT TRANSFER (EBT) CARD AND PIN NUMBER AT ALL TIMES. **THE HUMAN RESOURCES ADMINISTRATION (HRA) WILL NEVER ASK YOU FOR YOUR PIN NUMBER.** YOU SHOULD NEVER GIVE OUT YOUR SOCIAL SECURITY NUMBER OR OTHER PERSONAL INFORMATION. IF YOUR CASH ASSISTANCE AND/OR FOOD STAMP BENEFITS HAVE BEEN STOLEN, PLEASE CONTACT THE BUREAU OF FRAUD INVESTIGATION AT (212) 274-5030.

(Vea al dorso)

Aviso Importante Acerca de su Recertificación de Cupones para Alimentos

Por el presente le recordamos que para poder seguir recibiendo beneficios de Cupones para Alimentos su hogar tiene que cumplir los requisitos de recertificación. El no recertificarse como debido resultará en la terminación de sus beneficios de Cupones para Alimentos.

Recientemente, el Centro de Cupones para Alimentos de Fort Greene (F20), el cual está encargado de la recertificación de su caso de Cupones para Alimentos, fue temporariamente reubicado al 3050 West 21st Street, 3er Piso, Brooklyn, NY 11217. Si a usted no se le requiere tomar imágenes digitales y se le ha programado una entrevista de recertificación, puede llevar a cabo su recertificación por teléfono. Esto puede ser conveniente si la ubicación temporaria del Centro le resulta de difícil acceso.

Su Aviso de Cita de Recertificación le proporciona instrucciones de cómo llevar a cabo su entrevista de recertificación por teléfono. Si usted decide recertificarse por teléfono, favor de asegurarse de seguir las instrucciones en su aviso.

Si tiene cualquier pregunta o duda, favor de comunicarse con el Centro de Cupones para Alimentos de Fort Greene al (718) 333-3090.

RECUERDE PROTEGER EN TODO MOMENTO SU TARJETA DE TRANSFERENCIA ELECTRÓNICA DE BENEFICIOS (EBT) Y SU NÚMERO DE INFORMACIÓN PERSONAL (PIN).

LA ADMINISTRACIÓN DE RECURSOS HUMANOS (HRA) NUNCA LE PEDIRÁ SU NÚMERO PIN.

USTED NUNCA DEBE DAR SU NÚMERO DE SEGURO SOCIAL U OTROS DATOS PERSONALES. SI SUS BENEFICIOS DE ASISTENCIA EN EFECTIVO Y/O CUPONES PARA ALIMENTOS HAN SIDO ROBADOS, FAVOR DE COMUNICARSE CON LA OFICINA DE INVESTIGACIÓN DE FRAUDE (BUREAU OF FRAUD INVESTIGATION – BFI) AL (212) 274-5030.

(See other side)