



OFFICE OF POLICY, PROCEDURES, AND TRAINING

POLICY BULLETIN #23-09-ELI

(This Policy Bulletin Supplements PB #20-19-ELI, 20-28-ELI, 20-31-ELI, 20-43-ELI, 20-49-ELI, 20-54-ELI, 20-66-ELI, 20-71-ELI, 20-75-ELI, 21-03-ELI, 21-11-ELI, 21-12-ELI, 21-21-ELI, 21-28-ELI, 21-43-ELI, 21-44-ELI, 21-48-ELI, 21-51-ELI, 21-54-ELI, 21-58-ELI, 21-65-ELI, 22-01-ELI, 22-06-ELI, 22-16-ELI, 22-22-ELI, 22-24-ELI, 22-33-ELI, 22-45-ELI, 22-57-ELI, 22-62-ELI, 22-74-ELI, 22-82-ELI, 22-87-ELI (R1) & 23-02-ELI)

COVID-19 EMERGENCY SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM ALLOTMENTS FOR FEBRUARY 2023

Date: February 14, 2023	Subtopic(s): COVID-19 SNAP Supplements
<p>Minimum SNAP supplement amount</p> <p>For the maximum SNAP allotments effective January 1, 2023, see the W-204G.</p>	<p>The purpose of this policy bulletin is to inform staff that emergency Supplemental Nutrition Assistance Program benefits will be issued by the Office of Temporary Disability and Assistance (OTDA) to all SNAP households who were issued benefits for February 2023.</p> <p>The benefits will be issued as a result of the March 18, 2020 enactment of the Families First Coronavirus Response Act of 2020.</p> <p>From March 2020 through March 2021, emergency supplemental SNAP benefits were issued only to SNAP households that did not receive the maximum benefit for the household's size.</p> <p>Starting in April 2021, all households who were issued SNAP benefits for the month were issued an emergency supplement by OTDA. This includes SNAP cases that are currently closed.</p> <p>SNAP households whose difference between the maximum SNAP allotment for their household size and their regular allotment is less than \$95 (including those who are already receiving the maximum allotment) will be issued a \$95 emergency supplement.</p> <p>For example, a SNAP household of two that was issued \$450 for February 2023 will be issued a \$95 emergency supplement because the difference between the maximum SNAP allotment of \$516 and their \$450 allotment is less than \$95.</p> <p>Households whose difference between the maximum SNAP allotment for their household size and their actual allotment is more than \$95 will be issued a supplement for the actual difference.</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

For example, if a SNAP household of two was issued \$360 for February 2023, the household will be issued an emergency supplement of \$156 because the difference between the maximum SNAP allotment of \$516 for their household size and their \$360 allotment is more than \$95.

Households whose difference between the maximum SNAP allotment for their household size and their regular allotment is exactly \$95 will be issued an emergency supplement for \$95.

SNAP households are eligible for the emergency supplement even if they only received a pro-rated benefit for February 2023 because they applied for SNAP benefits after February 1st.

The SNAP supplements will be issued on a staggered basis from 2/10/2023 through 2/27/2023 based on the toe digit of the case.

The SNAP benefit supplements for CA/SNAP cases will be issued using single issuance code **20**. The SNAP benefit supplements for NCA SNAP cases will be issued using single issuance code **22**. The unique authorization number for these payments is **20200113**.

OTDA will continue to search for cases that were not issued a SNAP supplement for February 2023. These households are eligible for a supplement even if they were not identified in the initial run. For example, households who were issued a pro-rated February 2023 SNAP benefit after the initial run, are still eligible for a supplement. Once found, these households will be issued supplements by OTDA.

After March 1, 2023, households who were issued a SNAP benefit for February 2023 and who have not already been issued a supplement by OTDA for February 2023, can be manually issued the supplement by JOS/Workers. CA/SNAP households should be supplemented using single issuance code **20** while NCA/SNAP households should be supplemented using single issuance code **22**.

Note: If staff are issuing retroactive SNAP benefits, they must determine the household's eligibility for emergency supplements for those prior months. For any months on or after April 2021, this means that the monthly supplemental issuance must be the greater of \$95 or the amount of supplemental benefits needed to bring the household's total monthly issuance to the maximum allotment for their household size. For any months prior to April 2021, only the difference between the total monthly issuance and the maximum allotment for their household size needs to be issued.

The maximum SNAP benefit allotments by household size (effective January 2023) are listed on the attached Guide to Supplemental Nutrition Assistance Program (SNAP) Budgeting (**W-204G**).

Note: If staff need to know the maximum SNAP benefit allotments by household size for prior periods, contact the FIA Call Center at fiacallcenter2@dss.nyc.gov.

OTDA published the Frequently Asked Questions for the Emergency Allotment of SNAP Benefits (**Attachment A**).

An exception report will be sent by OTDA to the Family Independence Administration (FIA) that will list the cases that were unable to be automatically issued the emergency supplement.

Effective February 1, 2023

References:

GIS 20 TA/DC029
 GIS 20 TA/DC045
 GIS 20 TA/DC062
 GIS 20 TA/DC074
 GIS 20 TA/DC080
 GIS 20 TA/DC088
 GIS 20 TA/DC098
 GIS 20 TA/DC102
 GIS 20 TA/DC109
 GIS 21 TA/DC003
 GIS 21 TA/DC004
 GIS 21 TA/DC009
 GIS 21 TA/DC011
 GIS 21 TA/DC019
 GIS 21 TA/DC026
 GIS 21 TA/DC041
 GIS 21 TA/DC050
 GIS 21 TA/DC056
 GIS 21 TA/DC062
 GIS 21 TA/DC067
 GIS 21 TA/DC074
 GIS 21 TA/DC083
 GIS 22 TA/DC001
 GIS 22 TA/DC014
 GIS 22 TA/DC021
 GIS 22 TA/DC031
 GIS 22 TA/DC043
 GIS 22 TA/DC055

GIS 22 TA/DC068
 GIS 22 TA/DC076
 GIS 22 TA/DC083
 GIS 22 TA/DC091
 GIS 22 TA/DC099
 GIS 22 TA/DC107
 GIS 23 TA/DC001
 GIS 23 TA/DC011
 GIS 23 TA/DC013

Related Items:

PB # 20-19-ELI	COVID-19 Emergency SNAP Allotments for March 2020 and April 2020
PB #20-28-ELI	COVID-19 Emergency SNAP Allotments for May 2020
PB #20-31-ELI	COVID-19 Emergency SNAP Allotments for June 2020
PB #20-43-ELI	COVID-19 Emergency SNAP Allotments for July 2020
PB #20-49-ELI	COVID-19 Emergency SNAP Allotments for August 2020
PB #20-54-ELI	COVID-19 Emergency SNAP Allotments for September 2020
PB #20-66-ELI	COVID-19 Emergency SNAP Allotments for October 2020
PB #20-71-ELI	COVID-19 Emergency SNAP Allotments for November 2020
PB #20-75-ELI	COVID-19 Emergency SNAP Allotments for December 2020
PB #21-02-ELI	Temporary Increase in SNAP Allotments due to COVID-19
PB #21-03-ELI	COVID-19 Emergency SNAP Allotments for January 2021
PB #21-11-ELI	COVID-19 Emergency SNAP Allotments for February 2021
PB #21-12-ELI	COVID-19 Emergency SNAP Allotments for March 2021
PB #21-21-ELI	COVID-19 Emergency SNAP Allotments for April 2021
PB #21-28-ELI	COVID-19 Emergency SNAP Allotments for May 2021
PB #21-43-ELI	COVID-19 Emergency SNAP Allotments for June 2021
PB #21-44-ELI	COVID-19 Emergency SNAP Allotments for July 2021

PB #21-48-ELI	COVID-19 Emergency SNAP Allotments for August 2021
PB #21-51-ELI	COVID-19 Emergency SNAP Allotments for September 2021
PB #21-54-ELI	COVID-19 Emergency SNAP Allotments for October 2021
PB #21-58-ELI	COVID-19 Emergency SNAP Allotments for November 2021
PB #21-65-ELI	COVID-19 Emergency SNAP Allotments for December 2021
PB #22-01-ELI	COVID-19 Emergency SNAP Allotments for January 2022
PB #22-06-ELI	COVID-19 Emergency SNAP Allotments for February 2022
PB #22-16-ELI	COVID-19 Emergency SNAP Allotments for March 2022
PB #22-22-ELI	COVID-19 Emergency SNAP Allotments for April 2022
PB #22-24-ELI	COVID-19 Emergency SNAP Allotments for May 2022
PB #22-33-ELI	COVID-19 Emergency SNAP Allotments for June 2022
PB #22-45-ELI	COVID-19 Emergency SNAP Allotments for July 2022
PB #22-57-ELI	COVID-19 Emergency SNAP Allotments for August 2022
PB #22-62-ELI	COVID-19 Emergency SNAP Allotments for September 2022
PB #22-74-ELI	COVID-19 Emergency SNAP Allotments for October 2022
PB #22-82-ELI	COVID-19 Emergency SNAP Allotments for November 2022
PB #22-87-ELI (R1)	COVID-19 Emergency SNAP Allotments for December 2022
PB #23-02-ELI	COVID-19 Emergency SNAP Allotments for January 2023

Attachments:

Attachment A	Frequently Asked Questions for the Emergency Allotment of SNAP Benefits
W-204G	Guide to Supplemental Nutrition Assistance Program (SNAP) Budgeting (11/07/2022)

Frequently Asked Questions for the Emergency Allotment of SNAP Benefits

Attachment A

Answers to many frequently asked questions about the supplemental Emergency Allotment (EA) of Supplemental Nutrition Assistance Program (SNAP) benefits.

What are supplemental EA SNAP benefits?

Since March 2020, Congress temporarily increased SNAP benefits because of the COVID-19 public health emergency. Supplemental EA SNAP benefits were issued to households in addition to their normal monthly SNAP benefit amount. As a result, households received more SNAP benefits each month than they would have normally been eligible for based on their income and expenses. You can learn more about supplemental EA benefits, amounts, and issuance in this New York State EA SNAP [FAQ document](#).

Why are supplemental EA SNAP benefits ending?

Congress passed the Consolidated Appropriations Act of 2023 in December 2022 that ended the supplemental EA benefits. **February 2023** is the last month that supplemental EA benefits will be issued, and your SNAP benefits will return to the normal amount in **March 2023**. The New York State Office of Temporary and Disability Assistance (OTDA) and your local social services district do **not** have control over this change.

How will SNAP recipients be made aware of this decrease in benefits?

All SNAP households will be mailed a letter in February that explains the end of the supplemental EA benefits. This letter is also available through your local department of social services in multiple languages.

In addition, SNAP households with mobile phone numbers on file will receive a series of three text messages from OTDA. The messages will be sent from the phone number: 1-877-902-0684. Text messages remind households that SNAP EA benefits are ending and directs them to this EA FAQ webpage. Text messages will be sent in late January, February, and early March.

OTDA will never ask SNAP recipients for their EBT card number or PIN. Never give your card number or PIN to anyone who texts, emails or calls you asking for this information as it is likely a scam.

In addition, an [outreach flyer](#) and [social media graphic](#) are available to assist with education and outreach efforts.

Can I request a Fair Hearing because I am no longer receiving the EA supplement?

Emergency Allotment benefits have been eliminated under federal law, and this decision cannot be changed by a fair hearing if you request one. You may request a hearing if you believe your regular SNAP budget was improperly calculated based on your household's circumstances.

What do I need to do?

Beginning in March 2023, you will continue to get your normal monthly SNAP benefit for as long as you are eligible.

To ensure you are receiving an accurate SNAP benefit, households that recently experienced loss of income or an increase in expenses, such as housing costs, childcare fees, child support payments or have allowable medical expenses over \$35 (for those age 60 or older, or disabled), since your last recertification, can report changes to their local district office which **may** result in an increase in the household's normal monthly SNAP benefit. To report a change, call your [local social services district](#) or submit a change report online through [myBenefits](#) or [ACCESS HRA](#).

When you need to recertify, you will receive a notice with instructions on how to do so.

Any unused SNAP benefits roll over month to month. SNAP benefits will not be removed from your card if you use your benefits any time within 274 days. You can check your household's SNAP benefit balance by visiting [www.connectebt.com](#) or by calling **1-888-328-6399**.

Protect your benefits by changing your personal identification number (PIN) often, and never give your EBT card number or PIN to anyone. To learn more about protecting your benefits from theft, visit the [OTDA EBT Scam Alert webpage](#) and watch the *Act Fast* public service announcement [video](#).

How can I get additional help with food or other household expenses?

If you need more help with food, visit www.feedingnys.org/need-food locate food pantries in your area.

Pregnant or breastfeeding individuals and children under age 5 receiving SNAP may automatically qualify for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). Visit health.ny.gov/prevention/nutrition/wic/ and click on the Wanda icon to learn more and connect with a WIC agency near you.

Coupons to purchase more fruits and vegetables with your SNAP benefits are available throughout the state. Learn more and see if your local farmers market or food store participate by visiting [FreshConnect](#), [Double Up Bucks](#) and [NYC Health Bucks](#).

The [Affordability Connectivity Program](#) provides discounts toward residential internet costs.

Heating assistance is available through the [Home Energy Assistance Program](#).

Guide to Supplemental Nutrition Assistance Program (SNAP) Budgeting

(Effective January 1, 2023)



130% GROSS INCOME LIMITS (effective 10/01/22)

Households that do not contain an elderly (60 years of age or older) or disabled individual and do not incur out-of-pocket dependent care expenses and do not have earned income are subject to the 130% gross income test.

Household Size	1	2	3	4	5	6	7	8	Each Additional Member
Monthly Household Income	\$1,473	\$1,984	\$2,495	\$3,007	\$3,518	\$4,029	\$4,541	\$5,052	+ \$512

165% GROSS INCOME LIMITS (effective 10/01/22)

An elderly individual (and his/her spouse) who is living with others and who is unable to purchase and prepare meals because he/she suffers from a permanent disability may be a separate food unit if the income of the others with whom the individual resides (excluding the income of the elderly individual and his/her spouse) does not exceed the 165% gross income limit for the household size of the others.

Household Size	1	2	3	4	5	6	7	8	Each Additional Member
Monthly Household Income	\$1,869	\$2,518	\$3,167	\$3,816	\$4,465	\$5,114	\$5,763	\$6,412	+ \$649

200% GROSS INCOME LIMITS (effective 10/01/22)

Households that contain an elderly or disabled individual or that incur out-of-pocket dependent care expenses that pass the 200% gross income test are categorically eligible to participate in SNAP as long as the household does not contain a SNAP-sanctioned or an Intentional Program Violation (IPV) member.

Household Size	1	2	3	4	5	6	7	8	Each Additional Member
Monthly Household Income	\$2,265	\$3,052	\$3,838	\$4,625	\$5,412	\$6,198	\$6,985	\$7,772	+ \$787

150% GROSS INCOME LIMITS (effective 10/01/22)

Households that have earned income that do not contain an elderly or disabled individual and do not incur out-of-pocket dependent care expenses that pass the 150% gross income test are categorically eligible to participate in SNAP as long as the household does not contain a SNAP sanctioned or an IPV member.

Household Size	1	2	3	4	5	6	7	8	Each Additional Member
Monthly Household Income	\$1,699	\$2,289	\$2,879	\$3,469	\$4,059	\$4,649	\$5,239	\$5,829	+ \$590

100% NET INCOME LIMITS (effective 10/01/22)

Households that are not categorically eligible to receive SNAP benefits are subject to the 100% net income test.

Household Size	1	2	3	4	5	6	7	8	Each Additional Member
Monthly Household Income	\$1,133	\$1,526	\$1,920	\$2,313	\$2,706	\$3,100	\$3,493	\$3,886	+ \$394

STANDARD DEDUCTION AMOUNTS (effective 10/01/22)

Household Size	1	2	3	4	5	6+
Standard Deduction	\$193	\$193	\$193	\$193	\$225	\$258

SHELTER DEDUCTIONS/EXCLUSIONS:

- The maximum excess shelter deduction is \$624 (effective 10/01/22).
- The homeless shelter deduction is \$166.81 (effective 10/01/22).
- The boarder/lodger exclusion is \$281 for one person and \$516 for two people (effective 10/01/22).

STANDARD UTILITY ALLOWANCE (SUA) LEVELS (effective 10/01/22)

SUA Level 1 = \$1,002	SUA Level 2 = \$395	SUA Level 3 = \$31
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For information on the SUA Levels, see the SUA Levels Desk Guide (W-205HH).

THRIFTY FOOD PLAN (TFP) (effective 10/01/22)

The maximum SNAP benefit allotment per household size is as follows:

Household Size	1	2	3	4	5	6	7	8	Each Additional Member
Maximum SNAP Allotment	\$281	\$516	\$740	\$939	\$1,116	\$1,339	\$1,480	\$1,691	+ \$211

The minimum monthly SNAP benefit allotment for eligible one- and two-person households is \$23 (effective 10/01/22).

NEW YORK STATE NUTRITION IMPROVEMENT PROJECT (NYSNIP) BENEFIT AMOUNTS (effective 01/01/23)

SHELTER TYPE CODE	SSI ONLY	SSI AND OTHER INCOME
Shelter Type Code 94 Shelter amount greater than \$300 per month and eligible for full SUA.	\$281	\$281
Shelter Type Code 95 Shelter amount of \$300 or less per month and eligible for full SUA.	\$281	\$281
Shelter Type Code 96 Shelter amount greater than \$300 per month and eligible for full SUA with \$21 HEAP.	\$281	\$281
Shelter Type Code 96 Shelter amount greater than \$300 per month and no SUA.	\$48	\$39
Shelter Type Code 97 Shelter amount of \$300 or less per month and eligible for full SUA with \$21 HEAP.	\$281	\$281
Shelter Type Code 97 Shelter amount of \$300 or less per month and no SUA.	\$38	\$32
Shelter Type Code 98 Shelter amount and SUA eligibility unknown.	\$38	\$32