



# OFFICE OF POLICY, PROCEDURES, AND TRAINING

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Office of Procedures

## POLICY BULLETIN #20-43-ELI

*(This Policy Bulletin Supplements PB #20-19-ELI, PB #20-28-ELI, and PB #20-31-ELI)*

### COVID-19 EMERGENCY SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM ALLOTMENTS FOR JULY 2020

<b>Date:</b> July 21, 2020	<b>Subtopic(s):</b> COVID-19 SNAP Supplements
	<p>The purpose of this policy bulletin is to inform staff that emergency Supplemental Nutrition Assistance Program (SNAP) benefits will be issued by the Office of Temporary Disability and Assistance (OTDA) to certain households who were issued benefits for July 2020.</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>Households who were issued SNAP benefits for July 2020 and whose issuance was less than the maximum allotment for their household size, will be issued a supplement by OTDA for the difference between the maximum allotment and the amount they were issued. This includes SNAP cases that are currently closed.</p> <p>For example, if a SNAP household of two people was issued \$237 for July 2020, the household will be issued a supplement of \$118 because the maximum allotment for two people is \$355.</p> <p>SNAP households are eligible for the supplement even if they only received a pro-rated benefit for July 2020 because they applied for SNAP benefits after July 1st.</p> <p>The SNAP supplements will be issued on a staggered basis from 7/18/2020 through 7/31/2020 based on the toe digit of the case.</p> <p>The SNAP benefit supplements for CA/SNAP cases will be issued using single issuance code <b>20</b>. The SNAP benefit supplements for NCA SNAP cases will be issued using single issuance code <b>22</b>.</p> <p>The unique authorization number for these payments is <b>20200113</b>.</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

OTDA will continue to search for cases that were issued a July 2020 SNAP benefit that was for less than the maximum allotment for their household size. These households are eligible for the supplement even if they were not identified in the initial run. For example, households who were issued a pro-rated July 2020 SNAP benefit after the initial run, are still eligible for the supplement. Once found, these households will be issued a supplement by OTDA.

After July 31, 2020, households who were issued a SNAP benefit for July 2020 that was lower than the maximum allotment for their household size and who have not already been issued a supplement by OTDA for July 2020, can be manually issued the supplement by JOS/Workers. CA/SNAP households should be supplemented using SNAP single issuance code **20** while NCA/SNAP households should be supplemented using SNAP single issuance code **22**.

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

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 SNAP supplement.

OTDA has revised the Notice to All Recipients of Supplemental Nutrition Assistance Program (SNAP) (**LDSS-5167**) as a public notice that must be displayed in Job Centers and SNAP Centers until July 31, 2020. The notice will not be mailed to SNAP households.

In addition, OTDA has revised the Frequently Asked Questions for the Emergency Allotment of SNAP Benefits (**Attachment A**).

*Effective Immediately*

**References:**

GIS 20 TA/DC029  
 GIS 20 TA/DC045  
 GIS 20 TA/DC062  
 GIS 20 TA/DC074

**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

The **LDSS-5167** was revised by OTDA.

PB #20-31-ELI COVID-19 Emergency SNAP Allotments for June 2020

**Attachments**

**Attachment A** Frequently Asked Questions for the  
Emergency Allotment of SNAP Benefits  
**LDSS-5167** Notice to all Recipients of Supplemental Nutrition  
Assistance Program (SNAP) (Rev. 7/20)  
**W-204G** Guide to Supplemental Nutrition Assistance  
Program (SNAP) Budgeting (Rev. 2/14/20)

## Frequently Asked Questions for the Emergency Allotment of SNAP Benefits

Answers to many commonly asked questions about the Supplemental Emergency Allotment (EA) of Supplemental Nutrition Assistance Program (SNAP) Benefits.

### What are supplemental EA SNAP benefits?

The Families First Act (FFA) is a federal law that was passed to respond to the effects of the public health emergency caused by COVID-19. The law authorized the issuance of emergency supplemental benefits to households receiving SNAP. Based on the law, states are to issue supplemental SNAP benefits, **up to the maximum allowable SNAP benefit for a household's size**, during the emergency or disaster declaration. New York is issuing the supplemental benefits for the months of March, April, May, June and July 2020. Only households whose SNAP benefit for the months of March, April, May, June and/or July was **less than** the maximum benefit amount for their household's size will get a supplemental EA SNAP benefit.

### Who qualifies for the supplemental EA SNAP benefits?

If your household received a SNAP benefit for March, April, May, June and/or July that was **less than** the maximum benefit amount for your household's size, then you qualify for, and will automatically get, a supplemental EA SNAP benefit. The maximum monthly SNAP benefit amounts by household size are listed below:

**Maximum Monthly SNAP Benefits**

SNAP Household Size	Maximum Monthly Benefit Amount
1	\$194
2	\$355
3	\$509
4	\$646
5	\$768
6	\$921
7	\$1,018
8	\$1,164
Each additional person	\$146

### What if my household already got the maximum benefit for my household's size for March, April, May, June and/or July?

If you got the maximum SNAP benefit for your household's size for March, April, May, June and/or July, then you will **not** get a supplemental EA SNAP benefit for the month you receive the maximum benefit.

### How much will I receive in supplemental EA SNAP benefits?

SNAP households are eligible to receive supplemental EA SNAP benefits for March, April, May, June and/or July 2020 in the amount that will bring them up to the maximum SNAP monthly benefit amount for a household of their size.

For example, a household of 4 people may currently receive a maximum monthly allotment of \$646. If that household received \$400 in monthly SNAP benefits, they will receive supplemental EA SNAP benefits of \$246.

**Do I need to apply for supplemental EA SNAP benefits?**

No, you do **not** need to apply for supplemental EA SNAP benefits. If you already get SNAP and received a SNAP benefit for March, April, May, June and/or July that is **less than** the maximum benefit amount for your household's size, the EA benefits automatically will be made available on your EBT card.

If you are **not** currently enrolled in SNAP, the quickest way to apply for SNAP benefits is online at: [www.myBenefits.ny.gov](http://www.myBenefits.ny.gov) or <https://access.nyc.gov/> (if you live in New York City).

**When will I receive my emergency SNAP benefits if I am eligible?**

Supplemental EA SNAP benefits for July will be available on your EBT card by August 7, 2020. If you were eligible for supplemental EA SNAP benefits in March, April, May and/or June, they were made available on your EBT card by July 4, 2020. For more information on how to check your available SNAP balance on your EBT card visit: <http://otda.ny.gov/workingfamilies/ebt/>.

**What can I purchase with my emergency SNAP supplemental benefits?**

The supplemental EA benefits are SNAP benefits. Like regular SNAP benefits, the supplemental benefits can be used to purchase food at authorized retail food stores. A detailed list of food items that may be purchased with SNAP benefits can be found at: <http://www.fns.usda.gov/snap/eligible-food-items/>.

**Do I have to use my emergency SNAP supplemental benefits right away?**

No. Unused SNAP benefits, including supplements, remain available and accessible on your EBT card for up to one year from the date they are issued.

SAMPLE

**NOTICE TO ALL RECIPIENTS OF  
Supplemental Nutrition Assistance Program (SNAP)  
IMPORTANT! PLEASE READ!**

Due to the COVID-19 pandemic, the New York State Office of Temporary and Disability Assistance (OTDA) will automatically issue an Emergency supplemental SNAP benefit to households not already receiving the maximum benefit. This action is part of a provision set forth by the Families First Corona Virus Response Act of 2020. Households currently not receiving the maximum benefit will receive the Emergency supplemental SNAP benefit to increase their current benefit amount to the maximum amount for their household size. New York State OTDA will issue the Emergency supplemental benefits to all SNAP households **NOT** already receiving the maximum benefit for the month of July 2020.

**Households who already received the maximum benefit amount for their household size in July 2020 are not eligible for this supplement.**

See the table below for the maximum benefit allotment per household size.

<b>HOUSEHOLD SIZE</b>	<b>MAXIMUM ALLOTMENT</b>
1	\$194
2	\$355
3	\$509
4	\$646
5	\$768
6	\$921
7	\$1,018
8	\$1,164
For each additional member	\$146

**Eligible Cases:** SNAP cases that received benefits in July 2020 and did not receive the maximum benefit amount for their household size, will receive the supplemental SNAP benefit.

**Supplements will be automatically issued and available on your EBT card. You do NOT have to apply for or contact your local office about these supplements.**

**Note: This is a one-time payment. Recipients will receive their regular SNAP benefit amount beginning in August. There is no right to a fair hearing for those receiving their regular benefit in August that is less than the maximum benefit solely because they are no longer receiving the supplemental allotment.**

# Guide to Supplemental Nutrition Assistance Program (SNAP) Budgeting

(Effective January 1, 2020)



Department of Social Services  
Human Resources Administration  
Department of Homeless Services

Family Independence Administration

W-204G (E) 02/14/2020

## 130% GROSS INCOME LIMITS (effective 10/01/19)

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	\$1,354	\$1,832	\$2,311	\$2,790	\$3,269	\$3,748	\$4,227	\$4,705	+ \$479

## 165% GROSS INCOME LIMITS (effective 10/01/19)

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	\$1,718	\$2,326	\$2,933	\$3,541	\$4,149	\$4,757	\$5,364	\$5,972	+ \$608

## 200% GROSS INCOME LIMITS (effective 10/01/19)

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	\$2,082	\$2,818	\$3,555	\$4,292	\$5,028	\$5,765	\$6,502	\$7,238	+ \$737

## 150% GROSS INCOME LIMITS (effective 10/01/19)

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	\$1,562	\$2,114	\$2,667	\$3,219	\$3,772	\$4,324	\$4,877	\$5,429	+ \$553

## 100% NET INCOME LIMITS (effective 10/01/19)

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	\$1,041	\$1,410	\$1,778	\$2,146	\$2,515	\$2,883	\$3,251	\$3,620	+ \$369

## STANDARD DEDUCTION AMOUNTS (effective 10/01/19)

Household Size	1	2	3	4	5	6+
Standard Deduction	\$167	\$167	\$167	\$178	\$209	\$240

## SHELTER DEDUCTIONS/EXCLUSIONS:

- The maximum excess shelter deduction is **\$569** (effective 10/01/19).
- The homeless income deduction is **\$152.06** (effective 10/01/19).
- The boarder/lodger exclusion is **\$194** for one person and **\$355** for two people (effective 10/01/19).

## STANDARD UTILITY ALLOWANCE (SUA) LEVELS (effective 10/01/18)

SUA Level 1 = \$800	SUA Level 2 = \$316	SUA Level 3 = \$30
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For information on the SUA Levels, see the SUA Levels Desk Guide (W-205HH).

## THRIFTY FOOD PLAN (TFP) (effective 10/01/19)

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	\$194	\$355	\$509	\$646	\$768	\$921	\$1,018	\$1,164	+ \$146

The minimum monthly SNAP benefit allotment for eligible one- and two-person households is **\$16** (effective 10/01/19).

## NEW YORK STATE NUTRITION IMPROVEMENT PROJECT (NYSNIP) BENEFIT AMOUNTS (effective 01/01/20)

SHELTER TYPE CODE	SSI ONLY	SSI AND OTHER INCOME
<b>Shelter Type Code 94</b> Shelter amount greater than \$261 per month and eligible for full SUA.	\$194	\$194
<b>Shelter Type Code 95</b> Shelter amount of \$261 or less per month and eligible for full SUA.	\$194	\$186
<b>Shelter Type Code 96</b> Shelter amount greater than \$261 per month and eligible for full SUA with \$21 HEAP.	\$194	\$194
<b>Shelter Type Code 96</b> Shelter amount greater than \$261 per month and no SUA.	\$16	\$16
<b>Shelter Type Code 97</b> Shelter amount of \$261 or less per month and eligible for full SUA with \$21 HEAP.	\$194	\$186
<b>Shelter Type Code 97</b> Shelter amount of \$261 or less per month and no SUA.	\$16	\$16
<b>Shelter Type Code 98</b> Shelter amount and SUA eligibility unknown.	\$16	\$16