

GENERAL INFORMATION SYSTEM
DIVISION: Employment & Transitional Supports

July 17, 2006

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TO: Local Social Services Commissioners, Food Stamp Directors, TA Directors, HEAP Coordinators, Staff Development Coordinators

FROM: Deputy Commissioner Russell Sykes, Division of Employment and Transitional Supports, OTDA

SUBJECT: Issuing Supplemental Disaster FS Benefits to Current Food Stamp Recipients Affected by the Disaster

EFFECTIVE DATE: Immediately

CONTACT PERSON: Food Stamp Policy Questions 518-473-1469; WMS Systems Questions 518-473-7991.

The purpose of this GIS is to notify the twelve local social services districts approved to operate a Disaster Food Stamp Benefit Program (DFSBP) that **USDA has approved OTDA's request to modify its disaster plan and allow households currently in receipt of ongoing regular food stamp benefits to apply for and receive supplemental disaster food stamp benefits for the month of July.** As outlined in GIS 06 TA/DC022, households in receipt of ongoing food stamp benefits previously were not eligible for such a supplement, but were approved to receive a replacement benefit for lost food equal to the amount of food stamp benefits the household had received during June.

This modification allows households **currently receiving ongoing food stamp benefits and that have been affected by the disaster** to apply for the DFSBP by filing a simple affidavit form (SEE ATTACHMENT). This includes households that already have received or are pending receipt of replacement food stamp benefits. As a result, such households that are determined to be eligible for the DFSBP would be issued a supplemental food stamp benefit for the month of July.

Effective immediately, the following households that **have been affected by the disaster** may apply for the DFSBP:

- current recipients of ongoing food stamp benefits,
- recently approved households.

The above listed households would have to file an "Affidavit of Loss/Disaster-Related Expenses" form attesting that they suffered either a loss of income or incurred disaster-related expenses as a result of the flooding. As stated above, the form is attached to this release and should be downloaded and made available at local district agencies and designated DASC's. Current recipient households or households with pending applications also may continue to submit the "Application for Disaster Food Stamp Benefits Assistance", but the Affidavit is the minimum requirement for these households to apply.

The affidavits may be sent and returned by mail or fax, as well as completed in person.

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For households in current receipt of ongoing FS benefits determined to be eligible for the DFSBP a supplemental benefit should be issued as follows:

- A FSP supplemental benefit for the month of July equal to the difference between the ongoing benefit received by the household for the month of July and the maximum monthly DFSBP allotment based on the household's size (see attached Page 1 from the "Disaster Food Stamp Program Reference Document" for maximum allotments). **For example, a two person pure SSI household that \$10 of ongoing benefits in June would be eligible to receive a replacement issuance of \$10 to replace the June benefit, and eligible to receive a \$268 supplement to their \$10 July food stamp benefit to bring them up to the maximum allotment of \$278 for a household of two.** In addition, the same household, if eligible to receive replacement FSBs, would receive an allotment of benefits equal to the amount the household received during the month of June, 2006. See **GIS 06 TA/DC022 and 06 TA/DC025** for more information on issuing replacement benefits.
- A notice of issuance for supplemental food stamp benefits using the "Action Taken on Your Disaster Food Stamp Benefits Case" notice that was issued as an attachment to GIS TA/DC022. Ineligible households must also receive the notice.

WMS Instructions for Authorizing Supplemental Disaster Food Stamp Benefits:

Supplemental FS benefits for Disaster households should be authorized using Pay Type 97, issuing the allotment, based on the household's size as of June 26, 2006, for the payment period of July 1, 2006 – July 31, 2006 with Special Claim Code "J".

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**Disaster Food Stamp Program Reference
Document**

| Household Size | Disaster Gross Income Limit | Maximum Allotment |
|------------------------|-----------------------------|-------------------|
| 1 | 1,332 | 152 |
| 2 | 1,604 | 278 |
| 3 | 1,875 | 399 |
| 4 | 2,147 | 506 |
| 5 | 2,442 | 601 |
| 6 | 2,735 | 722 |
| 7 | 3,007 | 798 |
| 8 | 3,279 | 912 |
| Each Additional Member | +272 | +114 |

These figures include all necessary calculations (e.g., calculation for one person household: Normal Food Stamp Program's maximum 100% net monthly income = \$798, standard deduction = \$134; shelter deduction = \$400; totaling \$1,332).