

GENERAL INFORMATION SYSTEM
Center for Employment & Economic Supports

January 11, 2008

Page: 1

TO: Local District Commissioners, TA Directors, CAP/TOP Directors, Staff Development Coordinators

FROM: Russell Sykes, Deputy Commissioner, Center for Employment and Economic Supports

SUBJECT: Temporary Assistance: Safety Net Assistance (SNA) 45 Day Application Period During a Leap Year

EFFECTIVE DATE: Immediately

CONTACT PERSON: Temporary Assistance Bureau at 1-800-343-8859; ext. 4-9344

This message is to serve as a reminder that the 45 day application period for Safety Net applicants must include February 29, since 2008 is a leap year. This will impact all SNA applications received from January 16 through February 29. Any calendars or charts utilized for the calculation of the 45 day period must be adjusted accordingly, since February 29 must be counted as a day in the 45 day period. It is recommended that this information be shared with all district staff who may determine TA eligibility.

Example: During a non-leap year, a February 18 SNA application would be eligible for initial benefits on April 3. During a leap year this same February 18 application would be eligible for initial benefits on April 2.

The calendar with the inclusion of February 29 is as follows:

<u>Application Date</u>	<u>Benefit Date</u>	<u>Application Date</u>	<u>Benefit Date</u>
Jan. 16	- Feb. 29	Jan. 29	- Mar. 13
17	- Mar. 01	30	- 14
18	- 02	31	- 15
19	- 03	Feb. 01	- 16
20	- 04	02	- 17
21	- 05	03	- 18
22	- 06	04	- 19
23	- 07	05	- 20
24	- 08	06	- 21
25	- 09	07	- 22
26	- 10	08	- 23
27	- 11	09	- 24
28	- 12	10	- 25

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January 11, 2008

Page: 2

<u>Application Date</u>	<u>Benefit Date</u>	<u>Application Date</u>	<u>Benefit Date</u>
Feb. 11	- Mar. 26	Feb. 21	- Apr.05
12	- 27	22	- 06
13	- 28	23	- 07
14	- 29	24	- 08
15	- 30	25	- 09
16	- 31	26	- 10
17	- Apr. 01	27	- 11
18	- 02	28	- 12
19	- 03	29	- 13
20	- 04		