



**NEW YORK STATE**  
**OFFICE OF TEMPORARY AND DISABILITY**  
**ASSISTANCE**  
 40 NORTH PEARL STREET  
 ALBANY, NY 12243-0001  
**Andrew M. Cuomo**  
*Governor*

**Informational Letter**

**Section 1**

<b>Transmittal:</b>	11-INF-11
<b>To:</b>	Local District Commissioners
<b>Issuing Division/Office:</b>	Center for Employment and Economic Supports
<b>Date:</b>	October 21, 2011
<b>Subject:</b>	Rest of State (ROS) System Support for Initial Monthly Grant Proration
<b>Suggested Distribution:</b>	Temporary Assistance Directors Food Stamp Directors Medicaid Directors Employment Coordinators WMS Coordinators Fair Hearing Staff TOP/CAP Coordinators Staff Development Coordinators
<b>Contact Person(s):</b>	Temporary Assistance Bureau: 1-800-343-8859; ext 4-9344
<b>Attachments:</b>	None
<b>Attachment Available On – Line:</b>	<input type="checkbox"/>

**Filing References**

<b>Previous ADMs/INFs</b>	<b>Releases Cancelled</b>	<b>Dept. Regs.</b>	<b>Soc. Serv. Law &amp; Other Legal Ref.</b>	<b>Manual Ref.</b>	<b>Misc. Ref.</b>
92-ADM-30 93-INF-10	GIS 01 TA/DC002 06 INF-21, Q&A #2 01 INF-11, Q&A #84	351.8(c)(2)		TASB Chapter 13, Section A(6)	ABEL Transmittal 94-1 GIS 11 TA/WMS038

## **Section 2**

### **I. Purpose**

This Informational Letter (INF) advises Rest of State (ROS) districts, outside of New York City, that the Automated Budgeting Eligibility Logic (ABEL) system will support the required proration of the initial monthly grant for all Temporary Assistance (TA) ABEL shelter type codes. Recent ABEL enhancements provide system support for the compliance with Office Regulation 18 NYCRR § 351.8(c)(2) to prorate the initial monthly TA grant. This system enhancement will provide administrative relief and assure accurate policy application of initial monthly grant proration rules. This is not a change in statewide TA policy.

### **II. Background**

TA grant levels are determined by various living arrangements, which are reflected in ABEL as the case's shelter type. Proration rules, which are date specific, determine the portion of a grant that a recipient is entitled to receive for any part of a month. ABEL did not support the initial monthly proration policy for all living arrangements (shelter types), which required districts to complete manual calculations for the unsupported shelter types when opening a case, in order to issue the correct initial monthly grant.

### **III. Program Implications**

ROS districts will no longer manually calculate the initial monthly grant for any ABEL shelter type.

ABEL will complete the calculation of the initial month grant proration for all living arrangements, based on the shelter type (TY) code entered in the "Shelter Expenses" section and the "Effective Date" period of the ABEL TA input screen for ABEL transaction (TRAN) type codes "02-Opening" or "10-Reopening."

This ABEL enhancement will be available for TA budgets calculated as of 10/03/11 with FROM DATES of 10/01/11, or after, for all shelter types.

Proration rules are applied to the 30-day TA monthly standard to determine the portion of the monthly grant that a TA recipient is entitled to receive for any part of a month. The 30-day monthly standard means that each calendar month is considered to have 30 days, regardless of the actual number of days in the calendar month. Likewise, semi-monthly periods are considered to have 15 days. ABEL will establish a daily rate and generate the correct initial monthly grant based on the data entered on the ABEL TA input screen.

The Client Notification System (CNS) will support this ABEL enhancement without additional worker input or coding.

ABEL will carry over the appropriate TA amount into the TA/FS budget without additional worker input or coding.

**Issued By**

**Name:**

**Phyllis Morris**

**Title:**

**Acting Deputy Commissioner**

**Division/Office:**

**Center for Employment and Economic Supports**