



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

Administrative Directive

Section 1

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| Transmittal: | 12-ADM-05 |
| To: | Local District Commissioners |
| Issuing Division/Office: | Center for Employment and Economic Supports |
| Date: | June 25, 2012 |
| Subject: | 2012 Temporary Assistance Basic Allowance Increase |
| Suggested Distribution: | Temporary Assistance Staff Food Stamp Staff Employment Coordinators Accounting Supervisors Staff Development Fair Hearing Officers |
| Contact Person(s): | 1-800-343-8859; Temporary Assistance Bureau at extension 4-9344; Food Stamp Bureau at extension 3-1469 |
| Attachments: | None |
| Attachment Available On – Line: | <input type="checkbox"/> |

Filing References

| Previous ADMs/INFs | Releases Cancelled | Dept. Regs. | Soc. Serv. Law & Other Legal Ref. | Manual Ref. | Misc. Ref. |
|-------------------------------------|---------------------------|--|--|--------------------|--|
| 05 ADM-03 08 ADM-07 09 ADM-13 | | 352.1(a) 352.2(d) 352.8(b) & (f) 352.31 (d)(2)(i) 385.9(d) | SSL § 131-a Chapter 57 of the Laws of 2012 SSL § 336 SSL § 336-c | TASB Chapter 14 | ABEL Transmittal 12-3 GIS 12 TA/WMS015 |

Section 2

I. Summary

This Administrative Directive (ADM) advises Social Services Districts (SSDs) of an increase to the Temporary Assistance (TA) grant effective July 1, 2012, and October 1, 2012.

II. Purpose

This ADM informs SSDs of an increase to the TA Basic Allowance component of the TA standard of need. The TA Basic Allowance increase will take effect in two phases, the first phase becoming effective beginning July 1, 2012, and the second phase becoming effective October 1, 2012. These increases are reflected in the charts found in Section V, under “Required Action.”

III. Background

Part D of Chapter 57 of the Laws of 2012 amended SSL § 131-a to increase the Basic Allowance component of the TA standard of need. Consequently, 18 NYCRR § 352.1(a) and 18 NYCRR § 352.2(d) are in the process of being amended to reflect the increases to Schedule SA-1 and Schedule SA-2a.

IV. Program Implications

The increase to the Basic Allowance and the TA standard of need will result in increased eligibility thresholds for persons applying for or receiving TA. The increase may affect specialized budgeting procedures including, but not limited to, grandparent/stepparent deeming and *Allen* budgeting. The increase may also result in a decrease of Food Stamp (FS) benefits for households in which TA income is budgeted.

V. Required Action

Basic Allowance (Schedule SA-1 and SA-2a)

EFFECTIVE July 1, 2012 through September 30, 2012

| Household Size | One | Two | Three | Four | Five | Six | Each Additional Person |
|-----------------|-------|-------|-------|-------|-------|-------|------------------------|
| Basic Allowance | \$150 | \$239 | \$317 | \$409 | \$505 | \$583 | \$80 |

EFFECTIVE October 1, 2012 and thereafter

| Household Size | One | Two | Three | Four | Five | Six | Each Additional Person |
|-----------------|-------|-------|-------|-------|-------|-------|------------------------|
| Basic Allowance | \$158 | \$252 | \$336 | \$433 | \$534 | \$617 | \$85 |

A. Temporary Assistance

Effective on the applicable date of each increase, SSDs must budget TA cases based on the increased Basic Allowance for the appropriate household size.

1. Applicants

The schedules above must be used in determining eligibility and grant amounts for all TA applicants effective on the applicable date of each schedule.

2. Recipients

Active cases will be mass-rebudgeted for both TA and FS benefits, according to the schedules given for New York City (NYC) and the Rest of State (ROS) under “System Implications,” Section VI of this directive.

B. Food Stamps

Food Stamp cases in which one or more of the household members is in receipt of TA benefits must be rebudgeted to reflect the increase to the TA Basic Allowance. For most TA cases, this increase will result in a reduction to the household’s monthly FS benefit amount.

For most TA-FS cases, this rebudgeting will be done automatically through two separate mass rebudgeting and reauthorizations (MRB/A’s). The first MRB/A will affect budgets with a “FROM” date of July 1, 2012 (07/A/12 in NYC’s Welfare Management System) or earlier and a “TO” date of July 1, 2012 or later. The second MRB/A will affect budgets with a “FROM” date of October 1, 2012 (10/A/12 in NYC’s Welfare Management System) or earlier and a “TO” date of October 1, 2012, or later. TA-FS cases that are mass rebudgeted will receive the required notice automatically. Cases that are exceptions to the mass rebudgeting will need to have their FS budgets adjusted manually and a manual notice regarding the change to the FS benefit amount must be sent to such cases. Active cases will be mass-rebudgeted for both TA and FS benefits according to the schedules given for New York City (NYC) and the rest of state (ROS) under “System Implications,” Section VI of this directive.

As with other TA MRB/As, Upstate FS-Mix cases (Case Type 32) are not included in the MRB/A. These FS budgets must be adjusted manually and a manual notice sent to the household.

C. Employment Programs

The assigned hours of participation for recipients engaged in a work experience activity should be reevaluated, based on the changes to the TA and FS grant amounts, to ensure that work experience participants are engaged in work experience activity for the appropriate number of hours. Assignments to work experience are limited to the participant's combined TA deficit and FS allotment, divided by the greater of the federal or State minimum wages (the State and federal minimum wage is currently \$7.25 an hour). To calculate the maximum number of hours weekly that participants may be assigned to work experience activity, the monthly amount from the calculation described above would be further divided by 4.333 and rounded down to the nearest whole number. In no instance may an individual be required to participate in work activities for more than 40 hours per week.

Districts are reminded that only individuals who are participating in work experience for the maximum number of hours permitted by the above calculation will be deemed to have fulfilled the 20 core hours of work participation required for participation rate purposes, even if the resulting hours of participation are less than 20. Individuals who are required to participate more hours than the core work hours to count toward the work participation rate, must participate in other countable work activities to fulfill those hours and meet work participation rate requirements.

D. Medicaid (MA)

The TA Basic Allowance increase has no Medicaid impact. SSDs were informed in General Information System message 08 MA/022 that income levels effective April 1, 2008, pursuant to Chapter 58 of the Laws of 2008, were standardized statewide for single individuals and childless couples (S/CCs) and low-income families (LIF). This new income standard is called the "Medicaid Standard." With the standardization of the income levels for the S/CC and LIF populations, the TA standard of need is no longer used for Medicaid eligibility determinations after April 1, 2008.

TA-MA applicants/recipients whose TA cases are closed or denied because of income above the TA allowable levels must have a separate MA eligibility determination.

E. Notices

1. NYC

Laser Letters will be sent to inform recipients of the change in their allowances.

2. ROS

Client Notices System (CNS) letters will be sent to inform recipients of the change in their allowances.

VI. Systems Implications

A. NYC

There was a TA Basic Allowance Increase (BAI) of 10 percent for shelter types 01, 02, 03, 04, 06, 11, 13, 20, 23, 24, 25, 26, 27, 30, 33, 38, 39, 40 and 43 in 2009 and 2010. In 2012,

the basic allowance will increase 10 percent. The 10 percent increase will be phased in through two separate 5 percent increases, the first becoming effective July 1, 2012, and the second becoming effective October 1, 2012. Pass one of the BAI MRB (notices sent) took place the weekend of May 26, 2012; pass 2 took place June 16, 2012, to re-budget these shelter types effective for July 1, 2012. There will be a subsequent BAI MRB in 2012 that is tentatively scheduled to be run on September 15, 2012 to re-budget these cases effective October 1, 2012. Exceptions will be sent to the NYC Human Resources Administration for manual re-budgeting.

B. ROS

There was a TA Basic Allowance Increase (BAI) of 10 percent for shelter types 01, 02, 03, 04, 05, 06, 07, 11, 12, 20, 23, 33, 36, 37, 38, 39 and 40 in 2009 and 2010. The final planned increase to the Basic Allowance will take place in 2012. A BAI MRB/A took place in two phases on May 12, 2012, and May 19, 2012, to rebudget these shelter types effective July 1, 2012. There will be a subsequent BAI MRB/A in 2012 that is tentatively scheduled to be run in August 2012 to rebudget these cases effective for October 1, 2012. ABEL Transmittal 12-3, released April 26, 2012, addresses the items included in the July 1, 2012 MRB/A for the upstate BAI.

VII. Additional Information

A. Room and Board Rate

The Basic Allowance increase may affect the SSDs' room-and-board rate. The room-and-board rate for TA applicants or recipients, purchasing room and board from an individual, family or commercially-operated boarding house, cannot exceed the sum of the Basic Allowance, HEA, SHEA and the SSD's maximum monthly Shelter Allowance without children. The Automated Budget and Eligibility Logic (ABEL) will reflect each SSD's maximum allowance for room and board employing the increased Basic Allowance. SSDs may increase their room-and-board rates reflecting the increased Basic Allowance schedules, and use current shelter verification as a basis to increase the TA recipients' grants.

B. Shelter and Utility Repayment Agreements

Shelter and utility repayment agreement requirements continue to use the standard of need in effect on the date of application for assistance.

VIII. Effective Date

July 1, 2012

Issued By

Name: Phyllis Morris

Title: Acting Deputy Commissioner

Division/Office: Center for Employment and Economic Supports