

Operations Memorandum - SNAP OPS090901

September 10, 2009

SUBJECT: Supplemental Nutrition Assistance Program (SNAP) Mass Grant Changes
TO: Executive Directors
FROM: Joanne Glover, Director, Bureau of Operations

Purpose

To release changes to the Supplemental Nutrition Assistance Program (SNAP) that are effective October 1, 2009 in the following areas:

- Shelter Deductions
- Income Eligibility Standards
- Standard Deductions
- Standard Utility Allowance

Background/Discussion

The United States Department of Agriculture, Food and Nutrition Service, has revised the income eligibility standards and the shelter and standard deductions. There is no change to the Thrifty Food Plan, the minimum benefit, or homeless shelter deduction. The Department of Public Welfare (DPW) has updated the Standard Utility Allowances (SUAs).

The following amounts must be used when computing October 2009 SNAP benefits:		
Heating SUA		\$ 524
Non-Heating SUA		\$ 276
Limited SUA		\$ 52
Telephone Allowance		\$ 33
Shelter Deduction		\$ 459
Standard Income deduction based on household size	1-3 persons	\$ 141
	4 persons	\$ 153
	5 persons	\$ 179
	6+ persons	\$ 205

There are no changes to SNAP in the following areas:	
Minimum Benefit	\$ 16
Homeless Shelter Deduction	\$ 143

Income Eligibility Standards

Household Size	100% FPIGS	130% FPIGS	160% FPIGS	165% FPIGS	200% FPIGS	Maximum Thrifty Food Plan
1	\$903	\$1174	\$1444	\$1490	\$1805	\$ 200
2	\$1215	\$1579	\$1943	\$2004	\$2429	\$ 367
3	\$1526	\$1984	\$2442	\$2518	\$3052	\$ 526
4	\$1838	\$2389	\$2941	\$3032	\$3675	\$ 668
5	\$2150	\$2794	\$3440	\$3547	\$4299	\$ 793
6	\$2461	\$3200	\$3939	\$4061	\$4922	\$ 952
7	\$2773	\$3605	\$4438	\$4575	\$5545	\$ 1052
8	\$3085	\$4010	\$4937	\$5089	\$6169	\$ 1202
9	\$3397	\$4416	\$5436	\$5604	\$6793	\$ 1352
10	\$3709	\$4822	\$5935	\$6119	\$7417	\$ 1502
Each Additional Member	+\$312	+\$406	+\$499	+\$515	+\$624	+\$ 150

The revised values will be added to the Client Information System (CIS) Reference Table. Most households participating in SNAP as of the close of business on September

11, 2009 will have their SNAP allotments adjusted automatically through the Mass Change process. This change will be reflected in the October 2009 benefit issuance. CIS will automatically calculate the SNAP benefits for all openings after September 13, 2009 using the current figures for September and the new figures for October.

Client Notice

The system change will generate a Confirming Notice advising the household of the benefit change.

Pennsylvania Combined Application Project (PA CAP)

The Mass Grant Change for PA CAP budgets will occur during the regularly scheduled PA CAP run on September 22, 2009. The benefit levels will be as follows:

1. Households with income of \$701.40 and monthly shelter costs below \$196 will receive \$97 in benefits effective October 1, 2009.
2. Households with income of \$721.40 and monthly shelter costs below \$196 will receive \$88 in benefits effective October 1, 2009.
3. Households with income of \$701.40 and monthly shelter costs at or above \$196 will receive \$168 in benefits effective October 1, 2009.
4. Households with income of \$721.40 and monthly shelter costs at or above \$196 will receive \$159 in benefits effective October 1, 2009.

Case Alerts

The CAO worker will have approximately seven workdays in which to take appropriate action and clear the alerts listed below after the Mass Grant Change and before the deadline for the October benefits change for the first digit cases.

1. Cases with SNAP Budgets Deleted from Transaction Staging Area (TSA) - #92

Cases containing SNAP budgets that are in the TSA at the time of the Mass change will be deleted from TSA. The active SNAP budgets of these cases, as they exist in BENGEN, will be automatically updated during the Mass change to reflect the new SNAP values. An alert will automatically be set to indicate that these cases were deleted from TSA. The deleted cases will be identified by Case Alert No. 92, type BUAC, TSA Activity Deleted by Batch.

CAOs must reprocess all budgets (Cash, Medical Assistance, and SNAP) if cases were deleted from the TSA.

2. SNAP Budgets with an Active Override Record - #86

During the SNAP Mass change process, the system will check all SNAP budgets to determine if an active override exists. If an override exists, a case alert will be automatically set for the affected SNAP budget. The Mass change process will automatically recalculate the net income for the override budget, but will not change the existing override benefit amount.

Caseload management will create Case Alert No. 86, type MCEX, Override Exists, Review Due to Mass Change, for each override budget. Alert No. 86 will be created after the Mass change runs. It will have an immediate due date and must be worker-cleared. CAOs are to review these records and take appropriate action.

CAOs are to review identified records to determine the appropriateness of the override benefit amount.

3. SNAP Budgets that Fail Mass Change - #30

Budgets that fail the gross or net income tests and budgets with a person count of zero on CQFBNF will be posted to an alert No. 30, type MCEX. CAOs are to review these records and take appropriate action.

Reminder: SNAP budgets that were in suspension before the Mass Grant Change and reinstated after the change must be checked to verify that any benefits issued before October 1, 2009 were issued using the old SNAP values.

NOTE: A household may request a fair hearing of the Mass Grant Change confirming notice and continue to receive their benefits at the pre-Mass Grant Change levels if the fair hearing request is based upon improper computation of SNAP eligibility or benefits.

Next Steps

1. Implement these changes effective October 1, 2009.
2. Review case alerts and take appropriate action.
3. This Operations Memorandum will become obsolete when incorporated into the SNAP Handbook.