

Operations Memorandum - SNAP OPS120901

September 12, 2012

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

Purpose

To release changes to SNAP that are effective October 1, 2012 in the following areas:

- Limited Standard Utility Allowance Deduction
- 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 are no changes to the Thrifty Food Plan, the minimum benefit, Heating SUA, Non-Heating SUA, Telephone allowance, or homeless shelter deduction. The Department of Public Welfare has updated the Limited Standard Utility Allowance (SUA).

The following amounts must be used when computing October 2012 SNAP benefits:		
Limited SUA		\$ 54
Shelter Deduction		\$ 469
Standard Income deduction based on household size	1-3 persons	\$ 149
	4 persons	\$ 160
	5 persons	\$ 187
	6+ persons	\$ 214

There are no changes to SNAP in the following areas:

Minimum Benefit	\$ 16
Heating SUA	\$ 536
Non-Heating SUA	\$ 278
Telephone Allowance	\$ 33
Homeless Shelter Deduction	\$ 143

INCOME ELIGIBILITY STANDARDS

Household Size	100% FPIGS	130% FPIGS	160% FPIGS	165% FPIGS	200% FPIGS	Maximum Thrifty Food Plan
1	\$931	\$1211	\$1490	\$1536	\$1862	\$200
2	\$1261	\$1640	\$2018	\$2081	\$2522	\$367
3	\$1591	\$2069	\$2545	\$2625	\$3182	\$526
4	\$1921	\$2498	\$3073	\$3170	\$3842	\$668
5	\$2251	\$2927	\$3601	\$3714	\$4502	\$793
6	\$2581	\$3356	\$4130	\$4259	\$5162	\$952
7	\$2911	\$3785	\$4658	\$4803	\$5822	\$1052
8	\$3241	\$4214	\$5186	\$5348	\$6482	\$1202
9	\$3571	\$4643	\$5714	\$5893	\$7142	\$1352
10	\$3901	\$5072	\$6242	\$6438	\$7802	\$1502
Each Additional Member	\$330	\$429	\$528	\$545	\$660	\$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 21, 2012 will have their SNAP allotments adjusted automatically through the Mass Change process. This change will be reflected in the October 2012 benefit issuance. CIS will automatically calculate the SNAP benefits for all openings after September 23, 2012 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 25, 2012. The benefit levels will be as follows:

1. Households with income of \$720.10 and monthly shelter costs below \$196 will receive \$92 in benefits effective October 1, 2012.
2. Households with income of \$740.10 and monthly shelter costs below \$196 will receive \$83 in benefits effective October 1, 2012.
3. Households with income of \$720.10 and monthly shelter costs at or above \$196 will receive \$164 in benefits effective October 1, 2012.
4. Households with income of \$740.10 and monthly shelter costs at or above \$196 will receive \$155 in benefits effective October 1, 2012.

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 Pending Workflow (PW) (old TSA) - #92.

Cases containing SNAP budgets that are in the PW at the time of the Mass change will be deleted from PW. 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 PW. The deleted cases will be identified by Case Alert No. 92, type BUAC, PW Activity Deleted by Batch.

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

REMINDER: It is very important that all cases in IV B counties are completed before the Mass Grant Change run on September 21, 2012, or all information will be lost and the CAO will have to re-enter all information for the case.

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, 2012 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, 2012.
2. Review case alerts and take appropriate action.

3. This Operations Memorandum will become obsolete when incorporated into the SNAP Handbook.