

DATE: September 9, 2016

OPERATIONS MEMORANDUM #16-09-01

SUBJECT: Supplemental Nutrition Assistance Program (SNAP) Mass Grant Changes

TO: Executive Directors

FROM: Inez Titus
Director
Bureau of Operations

PURPOSE

To release changes to SNAP that are effective **October 1, 2016**, in the following areas:

- Heating Standard Utility Allowance (SUA) Deduction
- Non-Heating Standard Utility Allowance Deduction
- Maximum Shelter Deduction
- Standard Deductions for 1-3 persons
- Income Eligibility Standards

BACKGROUND/DISCUSSION

The United States Department of Agriculture (USDA), Food and Nutrition Service (FNS), has revised the income eligibility standards, the maximum shelter deduction, and the standard deductions. There are no changes to the Limited SUA, telephone allowance, minimum benefit amount, homeless shelter deduction, and the maximum thrifty food plan, and the PA CAP benefit amounts. The Department of Human Services (DHS) has updated the Heating SUA and Non-Heating SUA for October 2016.

The following amounts must be used when computing October 2016 SNAP benefits:		
Heating SUA		\$ 570
Non-Heating SUA		\$ 296
Shelter Deduction		\$ 517
Standard Income deduction based on household size	1-3 persons	\$ 157
	4 persons	\$ 168
	5 persons	\$ 197
	6+ persons	\$ 226

There are no changes to SNAP in the following areas for October 2016:	
Limited SUA	\$ 55
Telephone Allowance	\$ 33
Minimum Benefit	\$ 16
Homeless Shelter Deduction	\$ 143

INCOME ELIGIBILITY STANDARDS OCTOBER 2016

Household Size	100% FPIGS	130% FPIGS	160% FPIGS	165% FPIGS	200% FPIGS	Maximum Thrifty Food Plan
1	\$990	\$1287	\$1584	\$1634	\$1980	\$194
2	\$1335	\$1736	\$2136	\$2203	\$2670	\$357
3	\$1680	\$2184	\$2688	\$2772	\$3360	\$511
4	\$2025	\$2633	\$3240	\$3342	\$4050	\$649
5	\$2370	\$3081	\$3792	\$3911	\$4740	\$771
6	\$2715	\$3530	\$4344	\$4480	\$5430	\$925
7	\$3061	\$3980	\$4898	\$5051	\$6122	\$1022
8	\$3408	\$4430	\$5453	\$5623	\$6816	\$1169
9	\$3755	\$4881	\$6008	\$6195	\$7510	\$1315
10	\$4102	\$5332	\$6563	\$6767	\$8204	\$1461
Each Additional Member	\$347	\$451	\$555	\$572	\$694	\$146

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 16, 2016, will have their SNAP allotments adjusted automatically through the Mass Change process. This change will be reflected in the October 2016 benefit issuance. e-CIS will automatically calculate the SNAP benefits for all openings after September 19, 2016, 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)

There are no changes to PA CAP so there will not be a Mass Grant Change for PA CAP budgets. PA CAP benefits will remain the same.

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.

REMINDER: It is very important that all cases are completed before the Mass Grant Change runs on September 17, 2016 or all information will be lost and the CAO will have to re-enter all information for the case.

1. 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.

2. 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 re-run eligibility.

REMINDER: SNAP budgets that were in termination status before the Mass Grant Change and reinstated after the change must be checked to verify that any benefits issued before October 1, 2016, were issued using the old SNAP values.

NEXT STEPS

1. Implement these changes effective October 1, 2016.
2. Review case alerts and take appropriate action.
3. This Operations Memorandum will become obsolete when incorporated into the SNAP Handbook.