



DATE: September 25, 2019

OPERATIONS MEMORANDUM #19-09-03

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, 2019**, in the following areas:

- Heating Standard Utility Allowance (SUA) Deduction
- Limited Utility Allowance Deduction
- Maximum Shelter Deduction
- Standard Deductions
- **Homeless Shelter Deduction**
- **Minimum Benefit**
- Income Eligibility Standards
- Maximum Thrifty Food Plan

BACKGROUND/DISCUSSION

The United States Department of Agriculture (USDA), Food and Nutrition Service (FNS), has revised the income eligibility standards, the maximum thrifty food plan, the maximum shelter deduction, the standard deductions, the minimum benefit amount, and the PA CAP benefit amounts. There are no changes to the ~~minimum benefit~~, telephone allowance, the **non-heating SUA, and the asset limits** ~~homeless shelter deduction~~. The Department of Human Services (DHS) has updated the Heating SUA and the Limited SUA for **October 2019**.

The following amounts must be used when computing October 2019 SNAP benefits:	
Heating SUA	\$ 594
Limited SUA	\$ 58
Maximum Shelter Deduction	\$ 569
Homeless Shelter Deduction	\$ 152
Minimum Benefit	\$ 16

There are no changes to SNAP in the following areas for October 2019:	
Non-Heating SUA	\$ 308
Telephone Allowance	\$33
Asset Limits	
Non-Categorically Eligible Households with an Elderly or Disabled household member	\$3500
Non-Categorically Eligible households with a disqualified or sanctioned household member	\$2250

INCOME ELIGIBILITY STANDARDS OCTOBER 2019

Household Size	100% FPIGS	130% FPIGS	160% FPIGS	165% FPIGS	200% FPIGS	Maximum Thrifty Food Plan
1	\$1,041	\$1,354	\$1,666	\$1,718	\$2,082	\$194
2	\$1,410	\$1,832	\$2,256	\$2,326	\$2,820	\$355
3	\$1,778	\$2,311	\$2,845	\$2,933	\$3,556	\$509
4	\$2,146	\$2,790	\$3,434	\$3,541	\$4,292	\$646
5	\$2,515	\$3,269	\$4,024	\$4,149	\$5,030	\$768
6	\$2,883	\$3,748	\$4,613	\$4,757	\$5,766	\$921
7	\$3,251	\$4,227	\$5,202	\$5,364	\$6,502	\$1,018
8	\$3,620	\$4,705	\$5,792	\$5,972	\$7,240	\$1,164
9	\$3,989	\$5,184	\$6,382	\$6,580	\$7,978	\$1,310
10	\$4,358	\$5,663	\$6,972	\$7,188	\$8,716	\$1,456
Each Additional Member	\$369	\$479	\$590	\$608	\$738	\$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 13, 2019**, will have their SNAP allotments adjusted automatically through the Mass Change process. This change will be reflected in the **October 2019** benefit

issuance. e-CIS will automatically calculate the SNAP benefits for all openings after **September 16, 2019**, using the current figures for September and the new figures for October.

Client Notice

No automated client notice will be sent this year. Households who have an increase in benefits will receive a flyer in the mail with details about Mass Change and who to contact if they have any questions. This flyer will not appear in correspondence. Cases with no change will not receive a flyer. Cases with a decrease in benefits should follow the instructions in the Case Alerts section of this Operations Memorandum.

Pennsylvania Combined Application Project (PA CAP)

There will be no Mass Grant Change for PA CAP budgets. The benefit levels remain the same as the 2019 COLA values. The PA CAP benefit amounts are:

Household income w/COLA	Shelter costs below \$196 benefit amount	Shelter cost at or above \$196 benefit amount
\$793.10	\$101	\$143
\$813.10	\$92	\$134

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 14, 2019**, 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.

NOTE: Any budgets with an increase or decrease of \$100 or more in SNAP will also receive alert 086. CAOs must review these cases, re-run eligibility, and determine if the benefit amount is accurate.

NOTE: Budgets that have any decrease in benefits will also get alert 86. These cases will need to be reviewed, re-run eligibility, and make sure the appropriate notice is generated.

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, 2019**, were issued using the old SNAP values.

NEXT STEPS

1. Implement these changes effective **October 1, 2019**.
2. Review case alerts and take appropriate action.
3. This Operations Memorandum will become obsolete when incorporated into the SNAP Handbook.