



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance
600 Washington Street • Boston, MA 02111


JANE SWIFT
Governor

ROBERT P. GITTENS
Secretary

JOHN A. WAGNER
Commissioner

Field Operations Memo 2002-12
May 14, 2002

To: Transitional Assistance Office Staff

From:  Cescia Derderian, Assistant Commissioner for Field Operations

Re: Suspension of EAEDC Benefits

Background Budget shortfalls have left the Department without EAEDC funding for the remainder of fiscal year 2002. The Department must suspend benefits to certain EAEDC recipients beginning May 29, 2002. To implement this change, a “funding reduction” percentage will be put in place in BEACON effective May 22, 2002. For EAEDC benefits, the percentage used will be zero.

EAEDC applications authorized on BEACON on or after May 22 and pending transactions that release on or after May 22 will be calculated using the new (zero) benefit amount.

Notices On May 22, 2002, a notice (Attachment A) will be sent to EAEDC recipients with an SSN ending in “9” on file as of close of business May 21, 2002, informing them of the suspension.

On May 28, 2002, the same notice will be sent to EAEDC recipients with an SSN ending in “0” through “8” on file as of close of business May 24, 2002, informing them of the suspension.

Applications

AU Managers and AU Supervisors should make every effort to authorize pending applications by close of business May 21, 2002.

Applications Authorized by Close of Business May 21, 2002

For applicants authorized by close of business May 21, BEACON will:

- calculate current benefits owed from the date of application and generate a retroactive benefit based on the higher benefit amount; and
- calculate and suspend benefits beginning in May (or June if SSN ends in "0" through "8") based on the chart found on page 4.

Note: These applicants will receive the notice (Attachment A) referenced on the previous page.

No additional AU Manager action is needed.

Applications Authorized On or After May 22 With an Effective Date of May 21 or Earlier

For applicants authorized on or after May 22 with an effective date of May 21 or earlier, BEACON will:

- establish the AU at the zero benefit amount; and
- generate an approval notice regarding this benefit amount.

AU Managers must issue a retroactive payment for the difference of the old (higher) amount and the new (zero) amount for the period of eligibility from the application date to the appropriate date in the chart below:

EAEDC	
SSN Ending In....	Date Before Zero Benefit Amount
9	05/28/02
0	05/31/02
1	06/01/02
2	06/03/02
3	06/04/02
4	06/06/02
5	06/07/02
6	06/09/02
7	06/10/02
8	06/12/02

**Applications
(continued)**

AU Managers must calculate the retroactive payment for benefits owed as follows:

*Applications
Authorized On
or After May 22
With an
Effective Date of
May 21 or
Earlier
(continued)*

- On the Financial Tab of the Results Tab on the Eligibility Explorer window, click on the Benefit caret and use the Funding Reduction figure as the difference between the old (higher) amount and the new zero amount;
- Multiply the Funding Reduction figure by 12 (months) to get a yearly total;
- Divide that amount by 365 (days) to get a daily total;
- Multiply that amount by the number of days from the date of application up to and including the appropriate date found on the chart on page 2; and
- Enter this amount in the Related Benefits window and authorize this on the Interview Wrap-up window.

AU Managers must also tell applicants that retroactive EAEDC benefits will be issued through May 21, 2002 for eligible applicants.

EAEDC retroactive payments must be issued until EAEDC funds are exhausted. Central Office will be tracking EAEDC funds and notify TAO staff immediately when funds are depleted.

*Applications
Authorized On
or After May 22
With a Start
Date of May 22*

Applications authorized on or after May 22, will have their eligibility determined and benefits approved using the zero benefit amount.

No additional AU Manager action is needed.

**Ongoing
Recipient
Changes**

All EAEDC AUs will be recalculated during the regular AU processing schedule, based on the BEACON Release Date for each SSN, starting with the release date of the 2nd cycle for SSN's ending in 9 (May 29, 2002).

SSN Ending In...	BEACON Release Date For EAEDC Suspension	Benefit Suspension Date For EAEDC
9	05/22/02	05/29/02
0	05/28/02	06/01/02
1	05/28/02	06/01/02
2	05/29/02	06/04/02
3	05/30/02	06/05/02
4	06/03/02	06/07/02
5	06/04/02	06/08/02
6	06/04/02	06/10/02
7	06/05/02	06/11/02
8	06/07/02	06/13/02

*Changes
Resulting In
Retroactive
Increase*

Any change in the AU *on or after* May 22 that includes a retroactive benefit adjustment, will be calculated using the zero benefit amount.

The AU Manager must issue a retroactive payment for the amount of money owed to the client at the higher amount from the change effective date to the day *before* the zero benefit amount found on the chart on page 2. This must be issued on BEACON in the Related Benefits window.

Example: John Smith (SSN ending in "9") moves from public housing to private housing on May 16, 2002. He reports this change on May 24. His benefit increase will be calculated as of May 16, but the result will be a zero benefit amount. He is owed a retroactive payment for benefits owed at the higher amount from May 16 through May 28 (the day before the effective date of the zero amount).

**Vendor
Payments and
Recoupment**

Vendor payments will be suspended. AUs impacted by this change will appear on the "Vendor Payment Not Used In EBC Calculation" View. AU Managers must review these AUs and take the appropriate action, including sending the *VP/NFL-2* to the vendor.

Recipients having money recouped from their grant will have the recoupment suspended.

Personal Needs Account (PNA) AUs and Rest Home AUs AUs who receive the \$60 PNA *will not be* impacted by this benefit suspension (Living Arrangement C).
Rest Home AUs *will also not be* impacted by this benefit suspension (Living Arrangement E).

Food Stamps Food stamp benefits will be recalculated and may increase as a result of a decrease in cash assistance.

Questions If you have any questions, please have your Hotline designee call the Policy Hotline at 617-348-8478.

Local TAO Address

Important Notice - Read Carefully
Lste Mensaje Es Importante - Lea Cuidadosamente

Massachusetts Department of Transitional Assistance

Name

SSN:

Address

TAO:

Date:

AN IMPORTANT NOTICE ABOUT YOUR EAEDC BENEFITS

The Department does not have additional funding for the Emergency Aid to the Elderly, Disabled and Children (EAEDC) program for fiscal year 2002.

Your EAEDC benefit will go to \$0 beginning with your second May benefit if your Social Security Number ends in 9 and your first June benefit if your Social Security Number ends in 0, 1, 2, 3, 4, 5, 6, 7, or 8.

If you receive food stamps, a reduction of your EAEDC benefit will result in a change in your food stamp benefits.

If you received a notice dated before May 22, 2002 about a grant change, the amount given in that notice will be reduced to \$0.

If you disagree with this decision, you have the right to a fair hearing. The reverse side of this notice contains important information about your hearing rights. To request a hearing, complete the reverse side of this notice.

Manual Citation: 106 CMR 321.500, 106 343.210, 106 CMR 701.200.

Please call your worker (*Worker Name*) at (*Worker Phone Number*) if you have any questions about your case.

