



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance
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Operations Memo 2011-27
June 23, 2011

To: Department of Transitional Assistance Staff

From:  Stephanie Brown, Assistant Commissioner for Policy, Program and External Relations

Re: SNAP - Automatic D-SNAP Supplements for Brimfield, Monson and Wilbraham

Overview

The Department of Transitional Assistance (DTA) received approval from the USDA's Food and Nutrition Service (FNS) to automatically issue D-SNAP supplements to ongoing SNAP households who reside in Brimfield, Monson, or Wilbraham. Ongoing SNAP households in these three communities will not have to complete the *Affidavit of Loss of Income or Disaster-Related Expenses* form referenced in Operation Memo 2011-24.

Automatic Supplements

Automatic Supplements

On the evening of June 22, 2011, the Department issued an FSP Federal Disaster Supplement to eligible ongoing SNAP households living in the communities of Brimfield, Monson, and Wilbraham.

To determine the amount of the D-SNAP supplement amount, MIS:

- identified the maximum allotment for the household size;
 - subtracted the household's cyclical issuance for June;
 - subtracted any Related Benefits issued to the household identified on the Related Benefits page as: FSP Household Disaster, FSP Administrative Benefit or FSP Federal Disaster Supplement, released or not released and entered on BEACON on 6/18, 6/19, 6/20, or 6/21 or 6/22.
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Automatic Supplements

To implement the automatic D-SNAP supplement MIS:

- issued an FSP Federal Disaster Supplement to the household;
- entered the following narrative: *FNS waiver, supplemental benefits issued due to 6/1/11 tornado* to identify households who received automatic D-SNAP supplements.

On June 24, 2011, a streamweaver notice (Attachment A) will be sent to households eligible for the automatic D-SNAP supplement. This notice will inform affected households that a D-SNAP supplement was added to their EBT account.

Ongoing SNAP households who are receiving the maximum monthly SNAP allotment for their household size are ineligible for D-SNAP supplements.

Automatic D-SNAP supplements **were not** issued to households who work in Brimfield, Monson or Wilbraham because DTA does not have a record of persons who work in these communities. A person who works in one of these three communities may apply for D-SNAP benefits for the month of June at the TAO that services the community in which they reside. This application must be made by the close of business on Friday, June 24, 2011.

Deadlines

Requests for D-SNAP Supplements after June 22, 2011.

As of June 23, 2011, case managers and other DTA staff members must not issue D-SNAP supplements to ongoing households who live in Brimfield, Monson, or Wilbraham before checking BEACON to determine if the household has already received a D-SNAP supplement.

Deadlines

1. Household Misfortune

June 22, 2011 was the deadline for accepting applications for food replacement under *household misfortune*. Pursuant to 106 CMR 364.900 (C), households must report the food loss within ten days of the date of incident that caused the destruction of food. DTA applied for and secured a waiver to allow households to report food loss under household misfortune through June 22, 2011. The waiver expired at the close of business yesterday.

2. D-SNAP Operation

DTA will not be accepting D-SNAP applications or requests for D-SNAP supplements after the close of business on Friday, June 24, 2011. In addition, applications for D-SNAP must be carefully reviewed to determine household composition.

Clarification

Household Composition for D-SNAP Supplements

When calculating the D-SNAP supplement amount, the household size is limited to persons **receiving** SNAP benefits. For example a grantee who is an ineligible noncitizen or a striker and who is not currently active in the SNAP household must not be included in the household size when determining the D-SNAP supplement amount.

Questions

If you have any questions, please have your hotline designed call the Policy Hotline.

{BEACON_USER STREET_ADDRESS_CAN#} Important Notice - Read Carefully
{BEACON_USER CITY, STATE, ZIP} Este Mensaje Es Importante - Lea Cuidadosamente

Massachusetts Department of Transitional Assistance

{RECIPIENT_NAME} Agency ID: {CLIENT_ID}
{RECIPIENT_ADDRESS} {BEACON_USER_OFFICE_NAME}
{RECIPIENT_CITY/TOWN, STATE, ZIP} {MM/DD/YYYY}

Dear {GRANTEE}:

Because you live in the community of Brimfield, Monson, or Wilbraham, an area that was severely affected by the tornado on June 1, 2011, and was approved by the United States Department of Agriculture for automatic Disaster Supplemental benefits (D-SNAP) the Department has issued you a D-SNAP supplement in the amount of {AMOUNT_RECEIVED} on {ISSUE_DATE}. This is provided pursuant to a United States Department of Agriculture waiver that allows your household to receive these benefits. This benefit is available to you now.

Because you have already received these D-SNAP food benefits, you do not need to contact your case manager about them.

If you disagree with the amount of your D-SNAP benefits, you have the right to a fair hearing. The other side of this notice contains important information about your hearing rights. To request a hearing, complete the other side of this notice.

If you have questions about this notice, you may call Recipient Services at 1-800-445-6604.