

Please refer to 2006-46 for procedures to use the FLSA calculation tool.

AU Managers must ensure that:

1. recipients who are required to perform community service are listed as active in the community service component in BEACON; and
2. the earnings of recipients who satisfy their work requirement through a combination of work and community service are entered in BEACON so that the correct FS benefit amount and the correct number of community service hours are calculated for the recipient.

FYI

MBTA Fare Changes

The MBTA fare values and passes in BEACON have been adjusted due to the change in MBTA fares that took effect on January 1st. Since the costs of monthly passes have changed, some recipients may think they are not receiving the proper amount for their transportation benefit. In fact, the amounts have been adjusted to reflect the new MBTA fare structure.

For more information on the new fare structure, see www.mbta.com.

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What's an AU Manager to Do?

The AU Manager should have eliminated the shelter expenses attributed to the boyfriend at the time he was added to the TAFDC AU. Attributing shelter costs to the correct person and program is very important in preventing errors.

Whenever an AU is being processed at application or recertification or when completing maintenance activities, such as a change in shelter expenses, the AU Manager must ensure that no other adult household member has shelter costs incorrectly attributed on BEACON. Shelter expenses incorrectly attributed to an AU member will impact the FS benefit calculation and may cause an error. For more information, refer to the FYI *Attributing Shelter Costs in BEACON* in the December 2006 issue of *Transitions*.

FYI

Project SAFE Additional Sites

New Initiatives memo: *Pre-Employment Services for Homeless TAFDC Families Initiative*, issued September 5, 2006, informed TAO staff about the Safe Assistance to Further Economic Empowerment (Project SAFE) Program implemented in 2006 in three emergency shelters: Millennium House in Boston, David Jon Louison in Brockton, and House of Hope in Lowell. In November 2006, the Department offered the Project SAFE's training course to residents of Family House Shelter in Dorchester.

The Department plans to make the Project SAFE program available to the residents of Tri-City Shelter in Malden in late January or early February 2007, and in two additional shelter sites by the end of June 2007. One of the proposed additional sites is the Safe Harbor Shelter in Hyannis. The final site for Project SAFE will be announced in a future edition of *Transitions*.

