



*Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Transitional Assistance*


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Commissioner

**Operations Memo 2013-45  
August 27, 2013**

**To:** Department of Transitional Assistance Staff  
**From:**  Lydia Conley, Deputy Assistant Commissioner for Policy, Program and External Relations  
**Re:** TAFDC - Clothing Allowance, September 2013

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**Overview**

The Department will issue a nonrecurring clothing allowance of \$150 per eligible TAFDC client under the age of 19 for September 2013.

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**Purpose of Memo**

This Operations Memo advises DTA staff about the clothing allowance:

- who is eligible;
  - amounts for the payments;
  - payment dates; and
  - notices.
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**Who is Eligible**

All TAFDC clients under age 19 who are active on September 1, 2013 or TAFDC-eligible during the month of September 2013 are eligible for a clothing allowance. A child born after the family cap date is ineligible for a clothing allowance, unless a waiver or exception of the family cap rule has been granted by September 30, 2013. Children receiving SSI are not eligible for a clothing allowance.

The clothing allowance is prorated for clients under the age of 19 with an eligibility start date after September 1, 2013.

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**Increased Standards**

Refer to the [mass.gov/dta](http://mass.gov/dta) website and select the Program Eligibility Charts and Tables link under Key Resources to view the Eligibility, Need and Payment Standards for the month of September. The figures are available with the publication of this Operations Memo.

Eligibility standards are increased by \$277.50, and Need and Payment standards are increased by \$150 for each eligible applicant and client under age 19.

In October 2013, the standards will return to the regular amounts. BEACON will automatically recalculate client eligibility and send notices to those no longer eligible for TAFDC benefits.

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**September Applications**

BEACON will perform an eligibility test for all applicants who are approved for TAFDC after September 1, 2013 using the lower August 2013 eligibility standards. If the applicant is ineligible using the lower standards, BEACON will perform a second test of eligibility using the higher September 2013 standards. If the applicant passes this second test, BEACON will issue a payment for a portion of the \$150 amount per eligible client under age 19.

The following informational message will appear on the Interview Wrapup EBC Results page for these cases:

“This AU is not eligible for TAFDC using the regular Standard of Need, but is eligible for a Clothing Allowance in the amount of \$XXX.XX.”

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**Amounts**

A payment (separate from the semi-monthly payment) is issued for:

- \$150 per eligible client under age 19 on September 1, 2013; or
- a prorated amount per eligible client under age 19, if eligible for part of September 2013.

Clients receiving payments through direct deposit will have the clothing allowance deposited into their bank account.

Clients receiving payments through EBT will have the clothing allowance deposited into their EBT account.

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**Payment Dates**

The clothing allowance payment will be available to clients according to the following chart:

<b>BENEFIT AVAILABLE</b>	<b>PAYMENT TYPE</b>	<b>ENDING SSN</b>
08/ 31 /2013	Direct Deposit	0 to 9
08/ 31 /2013	EBT	0 to 9

Supplemental payments will be available on September 20, October 18, November 22 and December 20 (notices should arrive on or about those dates) to households with eligible clients under age 19 who become eligible during the month of September 2013 and are approved on the dates in the chart below:

For clients who become eligible during September and are approved between:	the supplemental clothing allowance will be available on:
Sept 1 – Sept 18	Sept 20
Sept 19 – Oct 16	Oct 18
Oct 17 – Nov 20	Nov 22
Nov 21 – Dec 18	Dec 20

These clients may receive a full or prorated amount of the clothing allowance, depending on their date of application or eligibility. The date and amount of the clothing allowance may be found by accessing the Benefit History tab on BEACON for the appropriate case.

**Notices**

For clients eligible on September 1, notices (Attachment A) will be sent in late August.

For clients eligible after September 1, notices (Attachment B) will be sent in September, October, November, and December to households with eligible clients under 19 years old who become eligible during the month of September 2013 and who will receive a full or prorated amount of the clothing allowance on either September 20, October 18, November 22 and December 20.

**Questions**

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

**Attachment A**

PO Box 12      CAN 710  
Boston, MA 021  
CALLOW 2013

Important Notice - Read Carefully  
Este Mensaje Es Importante – Lea Cuidadosamente

**Massachusetts Department of Transitional Assistance**

Mary Jones  
101 Main Street  
Malden, Ma 02148

Agency ID: 9999999  
Malden TAO - DTA

08/2013

**AN IMPORTANT NOTICE ABOUT A CLOTHING ALLOWANCE PAYMENT**

Dear Mary Jones:

You will get a TAFDC clothing allowance for September 2013. The clothing allowance is \$150.00 for each eligible child under 19 years old.

Your clothing allowance is \$300.00 for 2 eligible children.

This is a one-time payment which will be sent to your bank account or EBT card by September 2<sup>nd</sup>.

If you have trouble reading or understanding this notice, you may call Recipient Services at 1-800-445-6604.

If you do not agree with the amount of your clothing allowance payment, you may ask for a fair hearing by filing an appeal within 90 days of receiving the clothing allowance payment. To ask for a hearing, complete the other side of one copy of this notice. The other side of this notice also has information about your hearing rights.

To ask about free legal services, call: Greater Boston Legal Services at 800-323-3205.

TAFDC manual citations for this action are 106 CMR: 204.400, 204.405, 204.410, 204.415, 204.420 and 204.425.

**Attachment B**

200 Pleasant Street  
Malden, MA 02148  
CALLOW 2013

CAN 710

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

**Massachusetts Department of Transitional Assistance**

Mary Jones  
101 Main Street  
Malden, Ma 02148

Agency ID: 9999999  
Malden TAO - DTA

11/22/2013

**AN IMPORTANT NOTICE ABOUT A CLOTHING ALLOWANCE PAYMENT**

Dear Mary Jones:

You will get a TAFDC clothing allowance for September 2013. The clothing allowance is **up to** \$150.00 for each eligible child under 19 years old.

The amount of your clothing allowance depends on the number of days in September that you were eligible for TAFDC. You applied for TAFDC after September 1<sup>st</sup>, 2013.

Your clothing allowance is \$210.00 for 2 eligible children.

This is a one-time payment which will be sent to your bank account or EBT card by November 22.

If you have trouble reading or understanding this notice, you may call Recipient Services at 1-800-445-6604.

If you do not agree with the amount of your clothing allowance payment, you may ask for a fair hearing by filing an appeal within 90 days of receiving the clothing allowance payment. To ask for a hearing, complete the other side of one copy of this notice. The other side of this notice also has information about your hearing rights.

To ask about free legal services, call: Greater Boston Legal Services at 800-323-3205.

TAFDC manual citations for this action are 106 CMR: 204.400, 204.405, 204.410, 204.415, 204.420 and 204.425.