



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

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Governor

JOHN W. POLANOWICZ
Secretary

STACEY MONAHAN
Commissioner

**Operations Memo 2014-46
July 10, 2014**

To: Department of Transitional Assistance Staff

From: Anne O'Sullivan, Acting Assistant Commissioner for Policy, Program and External Relations

Re: TAFDC – Welfare Reform: Raising the Fair Market Value Exemption

Overview

As part of the new welfare reform legislation, the Fair Market Value (FMV) exemption for vehicles (see 106 CMR 204.120(G)(1)) is being raised from \$10,000 to \$15,000. There is no comparison of the Fair Market Value to the Equity Value as the first car does not have Equity Value attributed to it for purposes of eligibility. All other policy regarding vehicles as countable assets remains the same.

A State Letter will be issued with all welfare reform-related changes in the future.

Purpose of Memo

This Operations Memo provides staff with instructions for calculating a vehicle's FMV when determining the countable asset value.

Entering Information on the Vehicle Page

Currently in BEACON, when entering the asset amount of a vehicle, case managers must enter:

- the Fair Market Value from the Kelly Blue Book (see Operations Memo 2010-22);
- amount owed;

**Entering
Information on
the Vehicle Page
(continued)**

- the equity value is automatically calculated by subtracting the amount owed from the FMV (but is not used in counting the countable asset amount for the first vehicle);
- the make;
- the model;
- the year;
- whether it is licensed (yes or no);
- the state in which it is licensed; and
- the Countable amount.

When entering the countable amount, case managers must use the attached worksheet (Attachment A) to calculate the countable amount of the FMV as follows:

- use the FMV from the Kelly Blue Book;
- subtract \$15,000 from that total; and
- the remainder is the countable FMV that is entered in the Countable field on the Vehicles page.

The worksheet must be scanned and kept in the BEACON Electronic Case Folder. A Narrative tab entry must also be made: “New FMV calculation made.”

Scanning Documents

To scan and add a document to the Narrative tab:

- scan the document:
 - ✓ On copy machine with scanning/email function select “email”;
 - ✓ Select “To” and enter your full email address (Bob.Smith@state.ma.us);
 - ✓ Select “Enter”;
 - ✓ With document face up in the feeder tray, push “Start”;

- open the email on your computer;

- save and name the scanned document;

- in the Narrative tab, select “import,” then “browse”; and

- locate the file you wish to add, select “open” and select “save.”

Questions

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

Attachment A

Countable Amount Vehicle Worksheet

Fair Market Value (Kelly Blue Book Value) _____

Minus \$15,000 - _____

Countable Fair Market Value _____

Amount entered on BEACON as Countable _____