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

JUDYANN BIGBY, M.D.
Secretary

JULIA E. KEHOE
Commissioner

Operations Memo 2010-59
December 30, 2010

To: Transitional Assistance Office Staff

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

Re: Standard Utility Allowance Increase for Bay State CAP Food Assistance Households

Overview The Department of Transitional Assistance (DTA) administers Bay State CAP under a waiver from the United States Department of Agriculture (USDA). Based on the findings of a recent waiver review, USDA has advised that the Department increase the standard utility allowance (SUA) for Bay State CAP households.

Effective on the household's cyclical issuance date in January 2011, the Bay State CAP SUA will increase from \$375 to \$575. Bay State CAP households who are not receiving the maximum SNAP benefit level will receive an increase in SNAP benefits due to this significant increase of the Bay State CAP SUA, unless the increase is offset by a simultaneous case activity that causes the household's SNAP benefit level to decrease.

BEACON Activity Effective close of business Friday, December 17, 2010, active Bay State CAP households were automatically recalculated using the new Bay State CAP SUA amount. The newly calculated benefit amount is displayed on the Active by Grantee Name view, under Assistance Unit Lists.

Client Notices During the week of December 21, 2010, a streamweaver notice (Attachment A) was sent to Bay State CAP households whose recalculation resulted in a change in SNAP benefit level. A multilingual notice that states, “Important! Please have this notice translated immediately” was inserted with the streamweaver notice.

Closed households were not recalculated, therefore, retroactive SNAP benefits are not owed to closed households, and these households will not receive a streamweaver notice.

Report of Updated Households A report displaying the new SNAP benefit amounts will be emailed to the Malden Centralized SSI Office and other impacted TAOs. The report is sorted by case manager within the TAO and has been made available to TAO staff for reference.

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

Massachusetts Department of Transitional Assistance

Mary Jones
101 Main Street
Somerville, MA 02148

Agency ID: 999999
Davis Square TAO - DTA

12/22/2010

**Standard Utility Increase for Bay State Combined Application
Project (CAP)**

Dear Mary Jones:

In December, we adjusted the Standard Utility Allowance (SUA). This changes your Bay State CAP food assistance calculation. Because of this adjustment, your food assistance benefits will change in January 2011.

In January 2011, your food assistance benefits will go from \$134.00 to \$195.00. This change is based on the adjusted utility allowance and any changes in your circumstances.

If you disagree with the amount of your food assistance benefits, you have the right to a fair hearing. The back of this notice contains important information about your hearing rights. To request a hearing, complete the back of this notice. The regulation(s) used in reaching these decisions are 106 CMR: 106 CMR: 364.500, 364.600, 366.130.

You may call 1-800-445-6604 if you are having trouble reading or understanding this notice.