

## FYI

### Estimated Community Service Hour Requirement for Food Stamp Work Program Recipients

The state minimum wage has been increased to \$6.00 per hour effective 1/1/2000. Therefore, when initially referring an applicant or recipient to an FS/Community Service site, workers must estimate the required Community Service hours for the first month of participation using the current \$6.00 figure. To determine estimated Community Service hours, the worker must divide the food stamp benefit amount by the number of persons in the assistance unit and divide this number by the minimum wage. The result is rounded down to the nearest whole number.

**Note:** Due to the increase in minimum wage, the maximum Community Service requirement is 21 hours per month.

For example, an assistance unit of two both, subject to the FS/Work Program, is applying for food stamp benefits. The worker is referring the individuals to Community Service sites. Using the CALC Screen on PACES, the worker determines that the assistance unit's monthly allotment is \$205. The worker divides the allotment by the assistance unit size of 2 ( $205 / 2 = 102.5$ ). The worker divides the result by the minimum wage ( $102.5 / 6 = 17.08$ ). The worker rounds down to the nearest whole number. The estimated FS/Work requirement is 17 hours for each individual.

**Reminder:** Once an individual is accepted at a Community Service site and the FS/Community Service component on BEACON is activated, BEACON will determine the actual Community Service hour requirement for each month of participation. BEACON will also generate and send the *Community Service Notification form* informing FS/Work Program clients of their required Community Service hours.

*It's Cold Outside!*



Remind Recipients to call  
the "Heatline"  
1-800-632-8175  
for  
Fuel Assistance

## FYI

### 18-Year-Old High School Students Are Exempt from FS/Work Program Requirements

According to a recent USDA clarification, an 18-year-old is exempt from FS/Work Program requirements if he or she is attending high school at least half-time. See 106 CMR 362.320(B)(8) Exemptions: Students. The policy at 106 CMR 362.400 *et seq.* will be revised to reflect this change in the near future.

### Revised Forms for Landlord Verification and Shared Housing Verification for TAFDC, EAEDC, FS and SSFSP

#### TAFDC, EAEDC, FS and SSFSP Field Operations Memo 2000-3

To reduce Quality Control errors in shelter costs and AU membership while protecting the right to privacy of an applicant or recipient, the Department has revised the Landlord Verification Form (LL/VER) and the Shared Housing Verification Form (VLA) for easier understanding. This Field Operations Memo obsoletes Field Operations Memo 95-10.