



Department of Human Resources  
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## FIA INFORMATION MEMO

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**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF**

**FROM: CHARLES E. HENRY, EXECUTIVE DIRECTOR**

**RE: ABSENCE OF HOUSEHOLD MEMBERS DUE TO MILITARY  
OBLIGATIONS**

**PROGRAM AFFECTED: FOOD STAMPS (FS), TEMPORARY CASH ASSISTANCE  
(TCA), AND MEDICAL ASSISTANCE (MA)**

**ORIGINATING OFFICE: OFFICE OF POLICY, RESEARCH AND SYSTEMS**

In response to the terrorist attacks and heightened security, the military has called up military reservists. This has disrupted the lives of many Maryland families. As a result, local departments may see unique situations as military families resort to unusual living arrangements while coping with the financial and emotional stress of the deployment. Case managers may need to make decisions based on the household's statement of circumstances.

There are **no policy changes** regarding how the case manager looks at household composition for the absence of a household member due to military duty or treatment of income and resources.

### **Food Stamp Reminders**

- ◆ Do not include the absent household member as part of the food stamp household.
- ◆ Count as income any portion of the absent individual's pay that is available to the household.
- ◆ Count any assets and resources of the absent individual that are accessible to the household.

## **Temporary Cash Assistance Reminders**

- ◆ Absent military duty household members are part of the TCA household
- ◆ Count the absent individual's pay as available to the household
- ◆ Count the absent individual's assets and resources as accessible to the household.

## **Medical Assistance Reminders**

- ◆ Absent military household members are part of the household.
- ◆ Count the portion of the military wages withheld and forwarded to a dependent spouse or children, and in some instances a dependent parent as available to the household. Military allotments should be verified through the appropriate military payroll office.
- ◆ Count the absent individual's assets and resources as accessible to the household.
- ◆ Note that prior civilian payroll verifications will not be relevant during military deployment.

## **INQUIRIES**

Please direct food stamp policy questions to Marilyn Lorenzo (410) 767- 7333, TCA policy questions to Jo-Ann Showalter (410) 767-7956 and Medical Assistance policy questions to Cynthia Davis (410) 767-7495.

cc:     DHR Executive Staff   FIA Management Staff     Constituent Services  
       OIM Help Desk                 RESI