



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

## Family Investment Administration **ACTION TRANSMITTAL**

**Control Number: # 11-23**

**Effective Date: May 1, 2011**

**Issuance Date: April 8, 2010**

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

**FROM: ROSEMARY MALONE, INTERIM EXECUTIVE DIRECTOR**

**RE: DECREASE IN UTILITY ALLOWANCE**

**PROGRAM AFFECTED: FOOD SUPPLEMENT PROGRAM (FSP)**

**ORIGINATING OFFICE: OFFICE OF PROGRAMS**

### **SUMMARY:**

Every year we review the utility and telephone allowances to determine if they should increase, decrease or stay the same. Based on the most recent Consumer Price Index (CPI) for the Baltimore/ Washington area, the standard and limited utility allowances will decrease. A recent survey of telephone service providers indicates that phone rates have gone up this year. The telephone allowance will increase slightly.

### **ACTION REQUIRED:**

Effective **May 1, 2011:**

- The Standard Utility Allowance (SUA) will decrease to \$403 per month.
- The Limited Utility Allowance (LUA) will decrease to \$244 per month.
- The telephone allowance will increase to \$40.

CARES will be modified on April 9, 2011 to support these changes.

We have attached updated Food Supplement Program Manual pages.

### **INQUIRIES:**

Please direct FSP policy questions to Rick McClendon at 410-767-7307 and systems questions to Gwen Frazier 410-767-7318.

cc: FIA Management Staff  
Constituent Services  
DHR Help Desk

<b>DEPARTMENT OF HUMAN RESOURCES FAMILY INVESTMENT ADMINISTRATION</b>	<b>FOOD SUPPLEMENT PROGRAM MANUAL</b>	
STANDARDS FOR INCOME AND DEDUCTIONS	Section 600	Page 1

## 600.1 STANDARDS FOR ELIGIBILITY AND MAXIMUM ALLOTMENTS

- A. The standards for the following appear in Section 600, page 2.
1. Column A - Maximum Gross Monthly Income Standards (130% of poverty)
  2. Column B - Maximum Net Monthly Income Standards (100% of poverty)
  3. Column C - Maximum Gross Income Standard for Elderly and Disabled Separate Household (165% of poverty)
  4. Column D - Thrifty Food Plan/Maximum Allotment
- B. Standards 1, 2, and 3 are used to determine household eligibility and not for computing allotments.

## 600.2 FORMULA CALCULATION

- A. Multiply the household's net monthly income by 30%.
- B. Round the product up to the next whole dollar if any cents result.
- C. Subtract the product from the maximum allotment amount for the household size found in Column D, Section 600.

NOTE: In an initial month, if the allotment is less than \$10, no benefit is issued. Except in an initial month, all eligible one and two person households must be issued the minimum allotment of \$16.

## 600.3 DEDUCTION STANDARDS

Standard Deduction	
Household size up to and including 3 people-----	\$142
Household of 4-----	\$153
Household size of 5-----	\$179
Household size of 6 or more-----	\$205
Excess Shelter Deduction-----up to	\$458
Homeless Household Shelter Allowance-----	\$143
Standard Utility Allowance (SUA)-----	\$403
Limited Utility Allowance (LUA)-----	\$244
Telephone Standard-----	\$40

\* The excess shelter deduction does not apply to households with an aged or disabled member. These households receive an uncapped shelter deduction.

<b>DEPARTMENT OF HUMAN RESOURCES FAMILY INVESTMENT ADMINISTRATION</b>	<b>FOOD SUPPLEMENT PROGRAM MANUAL</b>	
STANDARDS FOR INCOME AND DEDUCTIONS	Section 600	Page 2

## 600.4 Determining the Food Supplement Program (FSP) Allotment

A. Determine a household's monthly FSP allotment by using the Basis of Issuance Tables:

1. Calculate the household's net monthly income.
2. Compare the household's net monthly income to the maximum net monthly income standard, Column B below. Households that are not categorically eligible for FSP benefits will have net monthly incomes that are lower than or equal to the amounts shown in Column B.
3. Find the allotment by reading in the Basis of Issuance Tables, down to the appropriate income and across to the appropriate household size.

NOTE: A household that is categorically eligible is entitled to any allotment shown in the appropriate column on the tables. Persons in household sizes of one or two and categorically eligible are eligible for a benefit of \$16, even if the tables do not show a benefit amount at their net income levels.

	Col. A	Col. B	Col. C	Col. D
Household Size	Maximum Gross Monthly Income* 130% of Poverty	Maximum Net Monthly Income* 100% of Poverty	Monthly Income Elderly/Disabled Separate Household* 165% of Poverty	Maximum Allotment
1	\$1174	\$ 903	\$1490	\$200
2	1579	1215	2004	367
3	1984	1526	2518	526
4	2389	1838	3032	668
5	2794	2150	3547	793
6	3200	2461	4061	952
7	3605	2773	4575	1052
8	4010	3085	5089	1202
Each Additional Member	+406	+312	+515	+150

\* Maximum gross and net monthly income figures are not used for computing the FSP allotment. They are included as a reference for determining the household's eligibility.