



Department of Human Resources
311 W. Saratoga St.
Baltimore, MD. 21201-3521

FIA INFORMATION MEMO

Issuance Date: February 6, 2004

Effective Date: February 6, 2004

Control Number: #04-23

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

FROM: KEVIN M. MCGUIRE, EXECUTIVE DIRECTOR

RE: SHELTER DEDUCTION WHEN RENT IS PAID IN ADVANCE

PROGRAM AFFECTED: FOOD STAMP PROGRAM

ORIGINATING OFFICE: OFFICE OF POLICY, RESEARCH AND SYSTEMS

Sometimes households receive large sums of money and use it to pay their rent in advance. Recently, we received a policy clarification from the Food and Nutrition Service about how to treat shelter costs in this situation.

Allowable expenses are taken into consideration when they are due. When a household is billed monthly for rent, the case manager will use the monthly rental amount that is due, **regardless of when the household pays it.**

Example: Mr. A's rent is \$500/month. He received a \$7,000 inheritance. He used \$6,000 to pay his rent for the next 12 months. The case manager will use the \$500/monthly rental amount during the certification period, even though the household paid the rent in advance.

INQUIRIES

Please direct policy questions to Kay Finegan at 410-767-7939.

cc: FIA Management Staff
Constituent Services
DHR Help Desk