



Department of Human Resources
311 West Saratoga Street
Baltimore MD 21201

Family Investment Administration
ACTION TRANSMITTAL

Control Number: #05-02

Effective Date: October 1, 2004

Issuance Date: August 24, 2004

**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: AGED AND ABANDONED EBT BENEFITS

**PROGRAM AFFECTED: FOOD STAMP PROGRAM, TEMPORARY CASH
ASSISTANCE, REFUGEE CASH ASSISTANCE, AND
TEMHA/TDAP**

ORIGINATING OFFICE: OFFICE OF POLICY, RESEARCH AND SYSTEMS

SUMMARY:

This action transmittal describes a change in how we handle aged and abandoned benefits on EBT. Currently CARES sends a Notice of Expiration - Aged or Abandoned Benefits notice to all households whose benefits have not been accessed for 35 days. If the household did not use the benefit CARES closed the case. The case manager received alerts 817 and 816.

Federal food stamp policy has changed. We can no longer shorten a food stamp certification period solely because a household does not use its EBT card. In order to make the policy match we are making this change for all programs with benefits issued through EBT.

Action transmittal 98-31- Aged Benefits on EBT and CARES Bulletin 01-01 - Electronic Benefit Transfer System Aged and Abandoned Benefit Process are obsolete.

CARES ACTION:

Effective October 1, 2004:

- CARES will no longer issue a Notice of Expiration – Aged or Abandoned Benefits notice when the household does not access its EBT benefits.
- CARES will no longer generate the 816 and 817 alerts to make case manager aware of the unused benefits in the EBT account and the closing of the case.

Food Stamp Reminder:

- Food stamp policy allows the case manager to shorten a household's certification period with a notice of adverse action, when:
 - There is information indicating the household is ineligible,
 - The household becomes part of the simplified reporting group,
 - The household applies for a medical or cash assistance program during the food stamp certification period (see Section 410.31A4 Food Stamp Manual), or
 - The household fails to respond or has responded inadequately to a Request for Contact (RFC) as specified in the Section 420.8 of the Food Stamp Manual.

- Inactivity in a household's EBT account is not in itself grounds for issuance of an RFC; however EBT inactivity in connection with some other indication of a reportable change in circumstances could justify the issuance of an RFC.

- If the household does not respond to the RFC send a notice of adverse action. If the household clarifies its circumstances in response to the RFC, do not automatically terminate the case for inactivity in the EBT account.

INQUIRIES:

Please direct questions for food stamps to Kay Finegan (410) 767-7939 or Rick McClendon (410) 767-7307, for TCA Marilyn Lorenzo (410) 767-7333 or Gretchen Simpson (410) 767-7937.

cc: FIA Management Staff
Constituent Services
DHR Help Desk