



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

## FIA ACTION TRANSMITTAL

Control Number #05-07

Effective Date: October 1, 2004

Issuance Date: September 16, 2004

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISORS/CASE MANAGERS**

**FROM: KEVIN M. MCGUIRE, EXECUTIVE DIRECTOR**

**RE: FOOD STAMP AND TEMPORARY CASH ASSISTANCE MASS  
CHANGES - OCTOBER 2004**

**PROGRAM AFFECTED: FOOD STAMPS AND TCA**

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

### **SUMMARY:**

Each August, the United States Department of Agriculture publishes a new Thrifty Food Plan (TFP) on which food stamp program allotments are based as well as net and gross monthly income standards. The maximum food stamp allotments, standard deductions and excess shelter deduction also increase. The homeless shelter deduction is unchanged.

TCA grants will also increase effective October 1, 2004. This year, the General Assembly set aside \$1 million to be used for a TCA grant increase. Attached are schedules and tables for the increases that are effective October first for Food Stamps and TCA. Updated Food Stamp manual pages are also attached.

### **ACTION REQUIRED:**

#### **I. TCA**

Apply the increased payment amounts effective October 1, 2004. Use the new payment amounts for financial eligibility decisions made in September for October grants. This includes interim changes, recertification and recoupment cases.

#### **II. FOOD STAMPS**

Customer notices for increases or decreases will be generated at the time of the mass change. Food stamp benefit and new recoupment amounts do not require action by the case manager. The only exceptions are recoupment cases where the payment plan source is grant reduction (GR) or court order (CO). These cases must be updated manually. A report identifying these cases will be distributed.

## FOOD STAMP CHANGES EFFECTIVE OCTOBER 1, 2004

- The Food Stamp Program excess shelter deduction increases to **\$388**.
- The standard deductions increase to:
  - HH 1-4 \$134
  - HH 5 \$153
  - HH 6+ \$175
- The homeless shelter allowance will **remain at \$143**. Households in which all members are homeless but are not receiving free shelter are entitled to the standard homeless shelter allowance of \$143. Allow actual shelter expenses, instead of the homeless shelter allowance, if the actual shelter costs would be higher under the excess shelter calculation.
- The changes to the income standards include the following revisions:

Household Size	Monthly Income Elderly/Disabled Separate Household* 165% of Poverty	Maximum Gross Monthly Income* 130% of Poverty	Maximum Net Monthly Income* 100% of Poverty	Maximum Allotment
	Col. A	Col. B	Col. C	Col. D
1	\$1,281	\$1,009	\$ 776	\$ 149
2	1,718	1,354	1,041	274
3	2,155	1,698	1,306	393
4	2,592	2,043	1,571	499
5	3,030	2,387	1,836	592
6	3,467	2,732	2,101	711
7	3,904	3,076	2,366	786
8	4,341	3,421	2,631	898
Each Additional Member	+438	+345	+265	+112

- Revised food stamp manual pages are attached. Please replace previous manual pages with these attachments.

We will post the entire Basis of Issuance tables on the FIPNET.

## **TCA CHANGES EFFECTIVE OCTOBER 1, 2004**

The attached FIP Schedule and Schedule R show the increase in the TCA grant amount and in the TCA recoupment amount. The federal poverty level remains the same.

### **PAYMENT ACCURACY**

There should be little or no payment accuracy impact as a result of this change. However, local departments using manual FS calculation work sheets are reminded to make adjustments for the new standard deductions for calculations effective October 1, 2004.

### **ACTION DUE:**

The new standards and benefits are effective October 1, 2004.

### **INQUIRIES:**

Please direct Food Stamp policy inquiries or requests for an electronic copy of the Basis of Issuance Tables to Kay Finegan at 410-767-7939 or Rick McClendon at 410-767-7307. Direct TCA policy questions to Marilyn Lorenzo at 410-767-7333 or Gretchen Simpson at 410-767-7937.

#### Attachments:

- I. FIP Schedule
- II. Schedule R
- III. Food Stamp Manual Section 600 Pages 1 & 2

cc: FIA Management Staff  
Constituent Services  
DHR Help Desk

**F I P S C H E D U L E****Monthly Allowable Amounts Paid**

Effective: October 1, 2004

<b>A</b>	<b>B</b>	<b>C</b>
<b>Family Size</b>	<b>Allowable Payment</b>	<b>50 % Poverty Level</b>
1	\$ 216	\$ 388
2	380	520
3	482	653
4	583	785
5	675	918
6	743	1050
7	836	1183
8	920	1315
9	993	1448
10	1070	1580
11	1149	1713
12	1226	1845
13	1302	1978
14	1377	2110
15	1,457	2243
16	\$1,551	\$2,375
Each Person More Than 16	Add \$ 95	Add \$ 265

"50% Poverty Level" reflects Federal Poverty Levels effective April 1, 2004

**SCHEDULE - R**

Effective: October 1, 2004

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>Family Size</b>	<b>Allowable Payment</b>	<b>90 %</b>	<b>Available Recoupment</b>
1	\$ 216	\$ 194	\$ 22
2	380	342	38
3	482	433	49
4	583	524	59
5	675	607	68
6	743	668	75
7	836	752	84
8	920	828	92
9	993	893	100
10	1070	963	107
11	1149	1,034	115
12	1,226	1,103	123
13	1,302	1171	131
14	1,377	1239	138
15	1,457	1311	146
16	1551	\$1,395	\$ 156
Each Person More Than 16	Add \$ 95	Calculate 90% of Col. - B	Calculate 10% of Col. - B

**NOTE:** When a family receiving Food Stamps is also subject to recoupment, a "double" adjustment applies to the determination of income to be used in the Food Stamp computation.

<b>DEPARTMENT OF HUMAN RESOURCES FAMILY INVESTMENT ADMINISTRATION</b>	<b>FOOD STAMP 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 \$10.

## 600.3 DEDUCTION STANDARDS

Standard Deduction	
Household size up to and including 4 people-----	\$134
Household size of 5-----	\$153
Household size of 6 or more-----	\$175
Excess Shelter Deduction-----	up to \$388
Homeless Household Shelter Allowance-----	\$143
Dependent Care (child or elderly or disabled adult)	
For each dependent child under age 2-----	up to \$200
For each dependent age 2 and over-----	up to \$175
Standard Utility Allowance (SUA)-----	\$262
Limited Utility Allowance (LUA)-----	\$158
Telephone Standard-----	\$ 30

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

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## 600.4 Determining the Food Stamp Allotment

A. Determine a household's monthly food stamp 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 food stamps 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 \$10, even if the tables do not show a benefit amount at their net income levels.

Household Size	Monthly Income Elderly/Disabled Separate Household* 165% of Poverty Col. A	Maximum Gross Monthly Income* 130% of Poverty Col. B	Maximum Net Monthly Income* 100% of Poverty Col. C	Maximum Allotment Col. D
1	\$1,281	\$1,009	\$ 776	\$ 149
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8	4,341	3,421	2,631	898
Each Additional Member	+438	+345	+265	+112

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