



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

FIA ACTION TRANSMITTAL

Issuance Date: NOVEMBER 13, 1996

Effective Date: OCTOBER 1, 1996

Control Number: FIA/OPA # 97-47

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

Kevin Mahon
FROM: KEVIN MAHON, EXECUTIVE DIRECTOR, FIA

RE: HOMELESS HOUSEHOLDS

PROGRAM AFFECTED: FOOD STAMP PROGRAM

**ORIGINATING OFFICE: OPA/ DIVISION OF PROGRAM POLICY AND
REGULATION**

BACKGROUND

A provision of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 changes slightly the definition of who is homeless.

CURRENT POLICY

A homeless individual is one who:

- lacks a fixed and regular nighttime residence, or
- who has a primary nighttime address that is:
 - ▶ a supervised publicly or privately operated shelter designed to provide temporary living accommodations
 - ▶ an institution that provides a temporary residence for individuals intended to be institutionalized
 - ▶ a temporary accommodation in the residence of another individual
 - ▶ a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation.

NEW POLICY

The policy remains the same except that a homeless individual is one who has a primary nighttime residence that is a temporary accommodation in the residence of another individual **for a period of time limited to 90 days.**

Reminder: Effective October 1, 1996, the homeless shelter estimate was eliminated. In its place is the \$143 homeless shelter allowance. This allowance is a deduction from income.

The determination that a household is homeless is important when deciding if a household is eligible for the homeless shelter allowance. The \$143 allowance cannot be claimed unless the household meets the definition of homeless.

Questions and Answers

Q. A household living in the residence of another person can only be considered homeless for 90 days. When does the 90 days begin?

A. The 90 days begins from the date of application.

Q. If a person moves from the residence of one individual to the residence of another, does the 90 day period begin again?

A. Yes.

Q. What is the significance of retaining the homeless definition if we are eliminating homeless from the expedited service?

A. It is needed because of the homeless shelter deduction.

Q. To what type of shelter does the 90-day homeless provision apply?

A. It only applies to people living in the residence of another person, not shelters.

ACTION REQUIRED

AIMS

No special coding is required unless a household is entitled to the homeless shelter allowance. Enter the \$143 homeless shelter allowance on the AIMS 3 using deduction code "54" (F54 is the child support deduction code and will be used until a new code is established). Document the case record thoroughly.

CARES

In Screening, on the CIRC screen do not select "homeless." This will prevent CARES from setting expedited time frames if homelessness is the only factor. Enter the income and resource factors correctly so the expedited time frame can be set, if appropriate.

During the interview, on the DEM1 screen, enter code "HL" in the Living Arrangement field. This does not set the expedited time frame and will allow demographic information to be captured.

Reminder: When entitled to the homeless shelter allowance, for households with earnings, enter the \$143 homeless shelter allowance on the ERN2 in the WK EXP fields. If a homeless household does not have earnings, enter the allowance on the CARE screen using "HL" in the ID field to identify the deduction. Thorough narration is important.

ACTION DUE

The policy was effective October 1, 1996, for new applicants and at recertification for recipients. There should be no adverse affect on households certified between October 1, 1996, and receipt of this transmittal. Action Transmittal FIA/OPA 97-28 dated September 20, 1996, informed local departments about the change in the homeless shelter allowance. Homeless households who did not receive, but were entitled to, the shelter allowance should be issued restored benefits.

INQUIRIES

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

cc: FIA Management Staff
Constituent Services

REF: 7 CFR Section Title

DEDUCTIONS

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12.14

○ Homeless
Shelter
Allowance

Households in which all members are homeless and but are not receiving free shelter are entitled to the standard homeless shelter allowance.

The determination that a household is homeless is important when deciding if a household is eligible for the homeless shelter allowance. The \$143 allowance cannot be claimed unless the household meets the definition of homeless.

A homeless individual is one who:

- lacks a fixed and regular nighttime residence, or
- who has a primary nighttime address that is:
 - a supervised publicly or privately operated shelter designed to provide temporary living accommodations
 - an institution that provides a temporary residence for individuals intended to be institutionalized
 - a temporary accommodation in the residence of another individual for no longer than 90 days.
 - a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation.