

## CHANGE NOTICE FOR MANUAL

**MANUAL:** Food Stamp Certification Manual

**CHANGE NO.:** 16-2002 **DATE:** August 26, 2002

**TO:** County Directors of Social Services

**EFFECTIVE September 1, 2002,** make the following changes to the Food Stamp Certification Manual.

### I. BACKGROUND

The purpose of this change notice is to add policy clarifying how to count social security income when it is being reduced due to federal offset under the Federal Payment Levy Program. This clarification is based on a recent interpretation from USDA-FNS.

### II. SPECIFIC CHANGES

A. Section 263, Sources of Income Chart, has been revised to state that the gross social security benefit should be counted when the social security payment is being reduced due to a federal offset in order to repay a federal debt. It must also be noted that BENDEX records will not capture offset information and will continue to reflect the full social security payment. However, an individual's award letter may have the offset information. Use the BENDEX record as verification of the gross benefit amount.

B. Section 810, Administrative Error (AE) Claims, Section 815, Inadvertent Household Error (IHE) Claims, and Section 820, Intentional Program Violation (IPV) Claims, have been revised to add policy to count the gross social security benefit received when a federal offset reduces a social security payment. Use the BENDEX record as verification of the gross benefit amount.

### III. IMPLEMENTATION INSTRUCTIONS

Apply this policy to all applications, recertifications, and changes processed September 1, 2002, or after.

### IV. INSTRUCTIONS FOR MAINTENANCE OF THE FOOD STAMP MANUAL

REMOVE		INSERT	
Section	Pages	Section	Pages
263	15-18	263	15-18

810	5-6	810	5-6
815	7-8	815	7-8
820	7-8	820	7-8

This material has been reviewed and approved by the Economic Services Committee.

If you have questions, please contact your Program Integrity Representative.

Sincerely,

Wilbert R. Morris, Chief

Economic Independence Section

WRM/DBS/bh

Attachments

Sections: [FSs263](#), [FSs810](#), [FSs815](#), and [FSs820](#)