

## **CHANGE NOTICE FOR MANUAL**

**MANUAL:** Food Stamp Certification Manual

**CHANGE NO.: 5-2004 DATE: November 18, 2004**

**TO:** County Directors of Social Services

**EFFECTIVE:** December 1, 2004, make the following changes to the Food Stamp Certification Manual.

### **I. BACKGROUND**

The purpose of this change notice is to add clarifications and make corrections to the Food Stamp Certification Manual as reflected in updated interpretations from the United States Department of Agriculture and changes in federal regulations.

### **II. SPECIFIC CHANGES**

#### **A. Section 210, Household Concept**

Removes reference stating a child who is living with his/her own child(ren) and/or spouse is not considered to be under parental control.

#### **B. Section 250, Resources**

Adds clarification that the "401(A)", The North Carolina Teachers and State Employees Retirement plan is excluded from consideration as a resource.

#### **C. Section 263, Sources of Income**

Adds Attendant Care Payments as a source of countable income and renumbers the section.

#### **D. Section 265, Variable Income**

1. Adds budgeting procedures for Attendant Care Payments.
2. Clarifies budgeting procedures for Dependent Care Payments.

3. Renumbers the section.
4. Removes 265.03, B. to always count net SSI payments.
5. Adds instructions for counting SSI payments when an overpayment exists.

#### **E. Section 280, Income Deductions**

1. Removes 280.14, B.5., as this Life-Line telephone service has been confused with the Life-Line/Link-Up Service discussed in the Food Stamp Manual, Section 630. Manual Section 280.14, B.7., includes allowing a medical deduction for telephone equipment.
2. Clarifies the deduction for Medicare Premiums.
3. Clarifies the calculation of child support payments.
4. Provides the fax number to verify military allotments for child support payments made by an Army member.
5. Provides note to reference sections 400 through 500 prior to reacting to changes in deductions.

#### **F. Section 400, Standard Recertification Category**

1. Provides policy clarification to count the gross amount of the WFFA or TANF payment as unearned income when the WFFA or TANF check is reduced due to a client responsible overpayment.
2. Clarifies policy for consistency concerning Increase in Benefits.

#### **G. Section 450, Semi-Annual Recertification (SR) Category**

1. Clarifies policy for consistency concerning the FSU becoming a Simplified FSU because the only members are elderly and or disabled.
2. Provides new policy interpretation to react to changes during the certification period only when the WFFA or TANF payment changes. This includes new payments and the removal of payments. Do not react to changes that WFFA acts on unless the amount of the WFFA payment changes.
3. Provides new policy interpretation that allows counties to terminate SR cases when the agency learns that the household no longer resides in North Carolina.

4. Clarifies policy for consistency concerning Increase in Benefits.
5. Provides policy clarification to count the gross amount of the WFFA or TANF payment as unearned income when the WFFA or TANF check is reduced due to a client responsible overpayment.

**H. Section 500, Simplified Recertification Category**

Clarifies policy for consistency concerning Increase in Benefits.

**III. IMPLEMENTATION INSTRUCTIONS**

These changes are effective with each application, change in situation, or recertification taken or processed after December 1, 2004.

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

<b>Remove</b>		<b>Insert</b>	
<b>Section</b>	<b>Pages</b>	<b>Section</b>	<b>Pages</b>
210	1-2	210	1-2
250	3-21	250	3-22
263	1-20	263	1-20
265	1-9	265	1-10
280	11-12, 19-22	280	11-12, 19-22
400	5-14	400	5-14
450	1-13	450	1-14
500	5-10	500	5-10

If you have any questions, please contact your Food Assistance and Energy Programs Representative.

Sincerely,

Jane Schwartz, Chief

Economic Services Section

JS/vbw/dl

Attachments

[FSs210](#)

[FSs250](#)

[FSs263](#)

[FSs265](#)

[FSs280](#)

[FSs400](#)

[FSs450](#)

[FSs500](#)