

**GENERAL INFORMATION SYSTEM**  
**Center for Employment & Economic Supports**

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**TO:** Commissioners, TA Directors, FS Directors, WMS Coordinators, HEAP Coordinators, Staff Development Developers

**FROM:** Phyllis Morris, Acting Deputy Commissioner, Center for Employment and Economic Supports

**SUBJECT:** 2012 Emergency Program Income Guidelines for Emergency Safety Net Assistance (ESNA) and Emergency Assistance to Needy Families with Children (EAF)

**EFFECTIVE DATE:** April 1, 2012

**CONTACT PERSON:** Temporary Assistance Bureau at 1-800-343-8859, ext. 4-9344

Emergency Safety Net Assistance (ESNA)

The income standard for ESNA is 125% of the official Federal Poverty Guidelines. The United States Department of Health and Human Services (HHS) updates the poverty guidelines annually, but the 125% income standard is in effect from April 1 through March 31 of the following year.

This income standard **does not apply:**

- If the emergency is the result of a fire, flood or other like catastrophe; or
- If emergency energy assistance is granted in accordance with Department regulations 18 NYCRR § 352.5 (c), (d) and (e) to prevent disconnection of or to restore utility (natural gas and electricity) service, or to arrange for an emergency delivery of non-utility (other than natural gas or electricity) heating fuel. Districts do not have the authority to authorize TA benefits for emergency non-utility (other than natural gas or electricity) fuel deliveries when the non-utility fuel is used solely for domestic purposes, such as cooking or heating hot water.

**Note: Districts must remember that ESNA considers the total monthly gross income, of all household members not just those applying for TA (including Supplemental Security Income SSI) regardless of the availability of the income.**

The following new guidelines for ESNA will be effective April 1, 2012 through March 31, 2013:

**2012 ESNA 125% of Federal Income Official Poverty Level Guidelines  
By Family Size (Adjusted Annually)**

Household Size	Annual	Monthly (Rounded)
1	\$13,963	\$1,164
2	18,913	1,576
3	23,863	1,989
4	28,813	2,401
5	33,763	2,814
6	38,713	3,226
7	43,663	3,639
8	48,613	4,051
Additional	4,950	413

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Emergency Assistance to Needy Families with Children (EAF)

EAF is a federally funded program available to meet the emergency needs of families with children to deal with emergency/immediate needs resulting from a sudden occurrence or set of circumstances demanding immediate attention. Financial eligibility for EAF is determined by the gross income that is immediately available to the applicant on the date of application, and if that available gross income is at or below 200% of the federal poverty level for that household size, or if the household is financially eligible to receive TA.

Some former recipients of Family Assistance (FA), the Child Assistance Program (CAP) and Safety Net Assistance (SNA-FP) are no longer eligible to receive federally funded recurring assistance due to having reached the State 60-month time limit. However, these former recipients may still be eligible to receive emergency assistance under the federally funded Emergency Assistance to Families with Needy Children (EAF). Districts must explore the use of (EAF) for these applicants before authorizing benefits under ESNA.

The 200% of the federal poverty level gross available income standards do not apply to households receiving child protective, child preventative, or other child welfare services paid under EAF.

The following new guidelines will be effective April 1, 2012 through March 31, 2013:

**200% of Federal Poverty Level Guidelines**  
**2012 EAF Gross Available Income Test (Adjusted Annually)**  
**By Family Size**

Household Size	Federal Poverty		200% Federal Poverty Guidelines	
	Annual	Monthly	Annual	Monthly ( <i>Rounded</i> )
1	\$11,170	931	22,340	1,862
2	15,130	1,261	30,260	2,522
3	19,090	1,591	38,180	3,182
4	23,050	1,921	46,100	3,842
5	27,010	2,251	54,020	4,502
6	30,970	2,581	61,940	5,162
7	34,930	2,911	69,860	5,822
8	38,890	3,241	77,780	6,482
Additional	3,960	330	7,920	660

HEAP Implications

There are no HEAP implications.

Food Stamp Implications

Please note that these 200% of Federal Poverty Level guidelines do **NOT** go into effect for the Food Stamp Program on April 1<sup>st</sup>. Poverty guidelines for the Food Stamp Program are updated each year on October 1<sup>st</sup>.

Diversionary requirements for TA do not apply to food stamps. Districts must process TA applications for food stamp benefits even if diverting applicants from TA and encourage applications from those expressing concerns about not having enough food or money to buy food (food insecurity). If a household applying for TA is already receiving food stamp benefits, this rule does not apply.

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As always, on the day of application filing, all households that are applying for food stamp benefits, including those also applying for cash benefits, must be screened to determine if they are eligible for expedited processing of their food stamp benefits. For those households that are found eligible for expedited processing, the district must issue the benefit within the required timeframe.

The federal poverty levels for food stamp eligibility determinations are adjusted each October. The income guidelines provided in GIS 11 TA/DC015 (August 17, 2011) remain in effect for the food stamp program.