

**DATE:** December 28, 2016

**TO:** Subscribers

**SUGGESTED DISTRIBUTION:** Commissioners, TA Directors, SNAP Directors, Staff  
Development Coordinators

**FROM:** Jeffrey Gaskell, Assistant Deputy Commissioner  
Employment and Income Support Programs

**SUBJECT:** Release of Revised LDSS-4943 "Supplemental Nutrition Assistance Program  
(SNAP) Benefits Categorical Eligibility Desk-Aid"

**EFFECTIVE DATE:** Immediately

**CONTACT PERSON:** Supplemental Nutrition Assistance Program (SNAP) at:  
(518) 473-1469

The purpose of this GIS message is to inform social services districts (SSDs) that the LDSS-4943: "Supplemental Nutrition Assistance Program (SNAP) Benefits Categorical Eligibility Desk-Aid," has been updated to reflect the new SNAP Poverty levels that went into effect October 1, 2016.

The revised English version of the LDSS-4943: "Supplemental Nutrition Assistance Program (SNAP) Benefits Categorical Eligibility Desk-Aid," is a Camera Ready Only form.

The above referenced document has been posted on the OTDA Intranet website at: [http://otda.state.nyenet/ldss\\_eforms/default.htm](http://otda.state.nyenet/ldss_eforms/default.htm) and is available for downloading by local districts for reproduction locally.

Upon the release of this GIS all previous versions of the LDSS-4943: "Supplemental Nutrition Assistance Program (SNAP) Benefits Categorical Eligibility Desk-Aid," must immediately be destroyed and replaced with the revised 12/16 version.

Any future requests for master camera ready copies of the English version, should be submitted to the New York State Office of Temporary and Disability Assistance (OTDA) using either the OTDA 876EL (DOC) or OTDA 876 EL (PDF) available at the link above and either mail, fax or e-mail it to:

Office of Temporary and Disability Assistance  
BMS Document Services and Operational Support  
PO Box 1990  
Albany, NY 12201

E-mail: [forms.orders@otda.ny.gov](mailto:forms.orders@otda.ny.gov); Social Services Districts (SSD) on-line forms ordering system: <http://formorders/>; Fax: (518) 402-0084

Questions concerning ordering forms should be directed to BMS Document Services at: 1-800-343-8859, ext. 4-9522.