

OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE

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| ADMINISTRATIVE DIRECTIVE |
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TRANSMITTAL: 01 ADM-1

DIVISION: Temporary Assistance

TO: Commissioners of
Social Services

DATE: January 30, 2001

SUBJECT: Continuation of Food Stamps on TA Case During Move

SUGGESTED

DISTRIBUTION: Temporary Assistance Directors
Food Stamp Directors

Staff Development Coordinators
CAP Coordinators

CONTACT

PERSON: Food Stamp Policy-Eastern
Team at 1-800-343-8859, extension 3-1469

ATTACHMENTS: none

FILING REFERENCES

Previous | Releases | Dept. Regs. | Soc. Serv. | Manual Ref. | Misc. Ref.
ADMs/INFs | Cancelled | | Law & Other | |
| | | Legal Ref. | |
86-ADM-40 | | 387.5 | 7 CFR 273.3 | FSSB |
97-INF-6 | | 311.3(a) | | V-B-2(all) |
94-ADM-11 | | | | |
OTDA-296EL (Rev. 11/98)

I. PURPOSE

The purpose of this directive is to notify social services districts (SSDs) of new food stamp (FS) policy regarding Temporary Assistance (TA)/FS cases which move to another district within New York State. For TA/FS cases which are required to remain the fiscal responsibility of the "move from" districts for the month of the move and the following month, the FS issuance also will be the responsibility of the "move from" district for those months.

II. BACKGROUND

Previous to this release the new ("move to") district was required to provide food stamps in the month following the move of the food stamp household into their district, assuming they have applied and are found to be otherwise eligible. This necessitated that two districts were required to issue benefits in the two program areas. The FS cases became error prone due to changes made in the TA case by the "move from" district without that same information being made available to the "move to" district for FS. Some service delays or interruptions of benefits to FS households occurred due to processing the FS application in the "move to" district.

In an effort to further streamline administration of both programs, and at the recommendation of an NYPWA workgroup on district of fiscal responsibility, it has been decided to make the district of fiscal responsibility identical for both Temporary Assistance and food stamps during the transition period following an out-of-county move.

III. PROGRAM IMPLICATIONS

When a recipient of TA and FS moves on their own to another district and continues to be eligible, the "from" district continues to provide Temporary Assistance and food stamp benefits during the month of the move and the month following the month of move. Households are encouraged to apply and establish eligibility in the new "move to" district of residence during the two month transitional period to avoid interruption of benefits.

Temporary assistance households which are continued on TA by the "move from" district, as required under district of fiscal responsibility for reasons of the Medical Facility, Placement, or Temporary Absence rules, as specified in 97-INF-6, will not be required under this policy to be continued on FS by the "move from" district.

IV. REQUIRED ACTION

At the time an individual contacts the new district and indicates that he/she wishes to apply for FS benefits in that district, the new district must provide such individual with an application and must schedule such individual for a face-to-face interview, once the application is submitted by the household. The new "move to" district must not refuse to give out or accept the application for consideration on the grounds that the recipient is, or should be, receiving FS benefits from the move "from" district.

If the recipient is unable to produce a closing notice from the former district or claims that he/she is not actually receiving appropriate FS benefits from the former district, it is the responsibility of the new district to contact the former district to ascertain the current status of the recipient. If it has been determined that the individual still receives benefits from the "from" district as they are still in the time period of the initial month of move and the following month, then the application is pended.

In these situations, the pended application will be required to be processed for eligibility decision no later than the last day of the month following the month of the move, or 30 days from the application date, whichever occurs later.

V. EFFECTIVE DATE

This directive is effective upon release.

Patricia A. Stevens
Deputy Commissioner
Division of Temporary Assistance