

Case Number:
Loc. Off./Unit/Worker:

**General Telephone No. for
Questions or Help:**

Important Information About New Food Stamp Reporting Rules

This is to tell you about a change in your reporting requirements for the food stamp program. A recent federal ruling affects reporting requirements for households in which all adults are elderly or disabled without any earned income. Our records tell us that you are one of these households. We no longer can send you "periodic mailers" or allow you to report your changes only at six-month points (known as "six-month reporting").

BEGINNING MAY 1 2004, YOU MUST REPORT TO YOUR LOCAL FOOD STAMP OFFICE ANY CHANGES LISTED BELOW, WITHIN TEN DAYS OF THE CHANGE.

- Changes in the source of any income for your household;
- Changes of more than \$100 a month in your household's total earned income;
- Changes of more than \$50 a month in your household's total unearned income from a public source such as Social Security Benefits or Unemployment Insurance Benefits (UIB);
- Changes of more than \$100 a month in total unearned income received by your household from a private source such as child support payments or private disability insurance;
- Changes in the amount of child support you are court ordered to pay;
- Changes in who lives with you;
- If you move, your new address, rent or mortgage, heat and utility costs;
- If you have an additional licensed vehicle;
- Increases in cash, stocks, bonds, money in the bank or savings institution if your household's total cash and savings is over \$3000.

It is very important that you report any of the changes listed above within ten days of your finding out that the change has happened. If you do not report these changes within ten days, your food stamp office may be required to establish a claim for overpayment.

IF YOU HAVE EXPERIENCED ANY OF THE CHANGES LISTED ABOVE AND HAVE NOT ALREADY TOLD YOUR LOCAL FOOD STAMP OFFICE, YOU MUST REPORT THE CHANGE TO THEM BY MAY 10 , 2004. You may report your changes in writing, or you may telephone your food stamp office to report your changes. The address and telephone number for your local food stamp office are listed at the top of this letter. You do NOT have to contact your food stamp office if you do not have any changes to report.

You are not required to report changes in your medical expenses between recertifications. However, you may voluntarily report increases in the medical expenses for household members that are:

60 years old or older, OR receiving one of the following:

- veterans' disability benefits
- disabled spouses or children of a deceased veteran
- government disability retirement benefits
- Supplemental Security Income (SSI)
- Railroad Retirement Disability benefits
- Social Security Disability payments
- disability-based Medical Assistance.

If you report and verify an increase in your medical expenses, you may be eligible for more food stamp benefits. Changes in medical expenses MUST be reported at your next recertification.

Temporary Assistance (TA) Reporting Rules: The rules listed above apply only to the Food Stamp Benefits program. If you also receive TA, you are still required to report changes for TA within 10 days of the change, on periodic report mailers, TA Eligibility Questionnaires and at recertification.