



Office of Temporary and Disability Assistance

ANDREW M. CUOMO
Governor

MICHAEL P. HEIN
Commissioner

BARBARA C. GUINN
Executive Deputy Commissioner

General Information System (GIS) Message

Section 1

Transmittal:	20 TA/DC065 Upstate and New York City
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To:	Subscribers
Suggested Distribution:	Commissioners, TA Directors, Employment Coordinators, Staff Development Coordinators
From:	Jeffrey Gaskell, Deputy Commissioner Employment and Income Support Programs
Subject:	Date of Eligibility when an Applicant becomes a Recipient
Effective Date:	Immediately
Contact Information:	Temporary Assistance Bureau 518-474-4344 otda.sm.cees.tabureau@otda.ny.gov

Section 2

The purpose of this message is to clarify when an applicant becomes a recipient for Temporary Assistance (TA) purposes, and it also confirms the date from which eligibility must be calculated for a TA eligible applicant when social services districts (districts) have not acted on the application within the required thirty or forty-five day time frame.

Applicant vs. Recipient

Districts are reminded that a Family Assistance (FA) applicant is recognized as a TA recipient as of the date all eligibility conditions are satisfied. A Safety Net Assistance (SNA) applicant is recognized as a recipient from the date an action taken notice is sent to the individual. When the application acceptance notice is issued to a SNA applicant prior to the 45th day, the individual is considered a recipient from the date that the application acceptance notice is issued even though ongoing SNA is authorized beginning on the 45th day. More information can be found in [01 ADM-13](#), [02 INF-31](#) and [03 INF-27](#).

Date of Eligibility

18 NYCRR 351.8(c)(2) states that the initial grant of regularly recurring financial assistance for FA must be computed starting with the date of establishment of eligibility or the 30th day after the date of application, whichever is earlier. The amount of the initial grant of regularly recurring financial assistance for SNA must be computed starting with the 45th day after the date of application.

Districts are reminded when an applicant does not establish TA eligibility and the district neglects to take action to deny the application within the above noted 30 and 45-day time frames and the applicant returns to the district and establishes eligibility after the 30th (FA) or 45th (SNA) day; the district must

process the original application and issue TA effective the 30th or 45th day from the date the initial application was filed.

The following examples will further illustrate the above policy clarification:

FA

An applicant applied on June 2nd for FA. The eligibility interview was conducted on June 10th. The worker gave the applicant the [LDSS-2642](#) to provide missing documentation by June 20th. The applicant did not return with the missing documentation and the district did not take action to deny the application. The applicant returned on August 1st with the missing documentation and has been found eligible. The district must open the case and issue TA retroactively to July 1st, which is the 30th day from the date the applicant originally applied (June 2nd). The case must be issued retroactive benefits because the district failed to take action on the application.

SNA

An applicant applied on June 2nd for SNA. The eligibility interview was conducted on June 10th. The worker gave the applicant the [LDSS-2642](#) to provide missing documentation by June 20th. The applicant did not return with the missing documentation and the district did not take action to deny the application.

The applicant returned on August 1st with the missing documentation and was found eligible. The district must open the case and issue TA retroactively to July 16th, which is the 45th day from the date the applicant originally applied (June 2nd). The case must be issued retroactive benefits because the district failed to take action on the application.

Note: The documentation was submitted after the 45th day and since the district did not deny the application it remains in application status and the applicant would not be considered a recipient until the date an action taken notice is sent.