



# 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

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### Section 1

<b>Transmittal:</b>	20 TA/DC088 Upstate and New York City
<b>Date:</b>	September 9, 2020
<b>To:</b>	Subscribers
<b>Suggested Distribution:</b>	Commissioners, SNAP Directors, TA Directors, WMS Coordinators, Medicaid Directors
<b>From:</b>	Jeffrey Gaskell, Deputy Commissioner Employment and Income Support Programs
<b>Subject:</b>	COVID-19 September Emergency Allotments to SNAP Households
<b>Effective Date:</b>	Immediately
<b>Contact Information:</b>	Supplemental Nutrition Assistance Program (SNAP) Questions – SNAP Bureau 518-473-1469 or <a href="mailto:otda.sm.cees.snap@otda.ny.gov">otda.sm.cees.snap@otda.ny.gov</a>

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### Section 2

The purpose of this GIS is to advise social services districts (districts) that Emergency Allotments (EA) will be issued to some Supplemental Nutrition Assistance Program (SNAP) recipient households that received benefits for the month of September 2020. The allotments were authorized by the Families First Coronavirus Response Act of 2020 and are being issued in accordance with the terms of the United States Department of Agriculture (USDA), Food and Nutrition Service (FNS) memorandum of March 20, 2020. This GIS builds upon [GIS 20 TA/DC080](#), which issued Emergency Allotments for August.

The EA benefits will be issued as supplements only to SNAP households that have not or will not receive the maximum household benefit, based on the household's size, for September 2020. The supplement will be the difference between the amount of SNAP benefits the household received for the month and the maximum benefit amount for the household's size.

**Only SNAP households that did not receive the maximum benefit for the size of the household for September are eligible for the EA supplement.** This includes households that received a pro-rated, partial issuance for September.

SNAP Households that received the maximum benefit, based on their household's size, for September are **not** eligible for an EA supplement.

Below is a chart of the maximum monthly benefits by household size.

HOUSEHOLD SIZE	MAXIMUM ALLOTMENT
1	\$ 194
2	\$ 355
3	\$ 509
4	\$ 646
5	\$ 768
6	\$ 921
7	\$1,018
8	\$1,164
For each additional member	\$ 146

**The EA supplements will be issued automatically by OTDA.** An Exception Report listing those cases that were unable to be automatically issued the EA supplements will be generated for district action. The initial supplemental issuance will be provided to currently active and closed SNAP cases that received benefits less than the maximum amount based on the household's size for the month of September 2020. Subsequent "clean-up" issuances will be run to issue benefits to newly approved SNAP cases that received benefits for September that were less than the maximum benefit for the household's size.

**Please Note: Only EA supplements will be automatically issued by OTDA. Districts must continue to process cases and issue regular SNAP benefits for September as usual.**

The mass issuance of EA supplements for September 2020 will be issued on staggered schedules as described below.

### **New York City**

The EA supplements will be issued in ten cohorts, based on the case toe-digit, on 9/16 through 9/18 and from 9/21 through 9/25 and 9/28 and 9/29. The supplement will be issued using Payment Type Codes 20 and 22, and a unique authorization number.

- The supplements will be issued using single issuance code **20** Daily Retroactive Benefit (PA) for PA/SNAP cases.
- The supplements will be issued using single issuance code **22** Daily Retroactive Benefit (NPA) for SNAP-only cases.
- The unique authorization number for these payments is 20200113.

### **Rest of State**

The EA supplements will be issued in eight equal cohorts, divided on a random basis across each district's caseload, from 9/15 through 9/18 and from 9/22 through 9/25. In other words, each district's caseload will be randomly divided into eight groups, and the first group will get the supplemental issuance on 9/15, the second group on 9/16 and so forth. Benefits for each group will be available to the household the day after the issuance date.

For Upstate, the supplements will be issued using Payment Type Code 97 with a J in the Claim Code field. An Upstate Systems GIS will be issued providing further details.

**OTDA will provide further information about the schedule of "clean-up" runs at a later date.**