



Office of Temporary and Disability Assistance

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General Information System (GIS) Message

Section 1

Transmittal:	22 TA/DC079 Upstate Only
Date:	August 16, 2022
To:	Subscribers
Suggested Distribution:	Commissioners, TA Directors, SNAP Directors, WMS Coordinators
From:	Valerie Figueroa, Deputy Commissioner Employment and Income Support Programs
Subject:	Pandemic Emergency Assistance Fund (PEAF) Exception Report Processing – Back-to-School Payment and Infant Nutritional Payment
Effective Date:	Immediately
Contact Information:	Temporary Assistance Bureau (518) 474-9344 PEAF@otda.ny.gov
Attachments:	Attachment 1 - LDSS-5206 - PEAFF Back-to-School Payment Notice Attachment 2 - LDSS-5206SP – PEAFF Back-to-School Payment Notice Attachment 3 - LDSS-5207-PEAFF Infant Nutritional Assistance Payment Notice Attachment 4 - LDSS-5207SP-PEAFF Infant Nutritional Assistance Payment Notice

Section 2

The purpose of this General Information System (GIS) message is to advise social services districts (districts) of the method for reviewing and processing Temporary Assistance (TA) cases on the exception lists for the Pandemic Emergency Assistance Fund (PEAF) Back-to-School Payment and Infant Nutritional Assistance Payment where eligibility could not be determined at the time of the August 13, 2022, mass authorization.

PEAF was established with the passage of the American Rescue Plan Act of 2021 on March 11, 2021. PEAFF provides non-recurring, short-term benefits to assist needy families impacted by the Coronavirus Disease 2019 (COVID-19) pandemic as outlined in [22-LCM-01](#), [22-LCM-07](#) and [22-LCM-09](#)

Cases that were not authorized for benefit issuance as part of the Welfare Management System (WMS) mass authorization (see [LCM](#)) due to any of the exception reasons outlined below for districts outside of New York City will require district review to determine if a one-time manual issuance must be issued by the district. Exceptions must be processed by **September 2, 2022**.

Exception Reason as Listed on Report

Definition for PEAFF Purposes

APPLICATION STATUS	Case in Pending Status
NO AVAILABLE PAYLINE	No Available Payline
CAP CASE	Closed Case
INV TA BDGT	No Current Budget

INV TA AUTH	Expired Authorization To-Date
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District staff should review all cases on the exception lists to determine which cases meet the following eligibility criteria, for a one-time benefit to be issued by the district:

Back-to-School Payment

Households in receipt of TA which meet all the following eligibility criteria will receive a back-to-school payment of \$214 per eligible child:

- The open TA case contains an active child aged 3-17 who received benefits on the case during the month of July 2022.; and,
- The TA case remains open on the date of payment issuance.

Infant Nutritional Assistance Payment

TA households who meet the following eligibility criteria will receive an Infant Nutritional Payment of \$150 per eligible child:

- The open TA case contains an active child under the age of 3 during the month of July 2022; and,
- The TA case remains open on the date of payment issuance

Instructions for case processing of the PEAFF Back-to-School Payment and Infant Nutritional Assistance Payment information may be found in [22 TA/WMS029](#), issued on August 3, 2022. The Client Notice System (CNS) is not available to inform an eligible household of this benefit. The attached Back-to-School Payment notice, LDSS-5206, (Attachment 1&2), and the Infant Nutritional Assistance Payment, LDSS-5207, (Attachment 3&4), must be used to notify recipients of the payment issuances. The case name, address, case number, notice date, and the amount of the manual payment being issued must be worker entered in the notice. The return address for notices should be the district address, in the header of the attached notice.