



Office of Temporary and Disability Assistance

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General Information System (GIS) Message

Section 1

Transmittal:	23 TA/DC025 Upstate
Date:	March 28, 2023
To:	Subscribers
Suggested Distribution:	Commissioners, TA Directors, HEAP Coordinators, SNAP Directors, Employment Coordinators, Fair Hearing Officers, Staff Development Coordinators, WMS Coordinators
From:	Valerie Figueroa, Deputy Commissioner Employment and Income Support Programs
Subject:	COVID-19 TA Certification Period Extension Waiver
Effective Date:	Immediately
Contact Information:	Temporary Assistance Bureau at: (518) 474-9344 or tabureau@otda.ny.gov

Section 2

The purpose of this GIS message is to inform social services districts (districts) that the Office of Temporary and Disability Assistance (OTDA) will permit districts to extend certification periods for Temporary Assistance (TA) cases with certification period ending April 2023, May 2023, and June 2023, for up to six months.

This certification period extension is being offered in an effort to help districts re-distribute and balance the TA recertification workload and promote the timely renewal of benefits for eligible households due to the impact the COVID-19 pandemic may have had on the ability to complete these recertifications. Extending certification periods will ensure that households unable to comply with recertification requirements or whose recertifications could not be processed timely, do not lose access to TA benefits.

Districts are not required to extend certification periods. Districts choosing to extend certification periods must do so manually and adhere to the requirements for processing the six month mail-in recertification per [06-ADM-10 Revised](#).

Districts must also keep a record of the cases whose certification periods were extended and report this information to the TA Bureau, at tabureau@otda.ny.gov.

Any questions may be directed to the TA Bureau at: (518) 474-9344 or tabureau@otda.ny.gov.