

**NOTICE TO ALL RECIPIENTS OF
Supplemental Nutrition Assistance Program (SNAP)
IMPORTANT! PLEASE READ!**

Due to the COVID-19 pandemic, the New York State Office of Temporary and Disability Assistance (OTDA) will automatically issue an Emergency supplemental SNAP benefit to households not already receiving the maximum benefit. This action is part of a provision set forth by the Families First Corona Virus Response Act of 2020. Households currently not receiving the maximum benefit will receive the Emergency supplemental SNAP benefit to increase their current benefit amount to the maximum amount for their household size. New York State OTDA will issue the Emergency supplemental benefits to all SNAP households **NOT** already receiving the maximum benefit for the months of March 2020 and April 2020.

Households who already received the maximum benefit amount for their household size in March 2020 and April 2020 are not eligible for this supplement.

See the table below for the maximum benefit allotment per 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

Eligible Cases: SNAP cases that received benefits in March 2020 and /or April 2020 and did not receive the maximum benefit amount for their household size in those months, will receive the supplemental SNAP benefit.

Supplements will be automatically issued and available on your EBT card. You do NOT have to apply for or contact your local office about these supplements.

Note: This is a one-time payment. Recipients will receive their regular SNAP benefit amount beginning in May. There is no right to a fair hearing for those receiving their regular benefit in May that is less than the maximum benefit solely because they are no longer receiving the supplemental allotment.



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/DC029 Upstate and New York City
Date:	April 10, 2020
To:	Subscribers
Suggested Distribution:	Commissioners, SNAP Directors, TA Directors, WMS Coordinators, Medicaid Directors
From:	Jeffrey Gaskell, Deputy Commissioner Employment and Income Support Programs
Subject:	COVID-19 Emergency Allotments to SNAP Households
Effective Date:	Immediately
Contact Information:	Supplemental Nutrition Assistance Program (SNAP) Questions – SNAP Bureau 518-473-1469 or otda.sm.cees.snap@otda.ny.gov
Attachments:	Attachment 1: Public Notices
	Attachment 2: Families First SNAP Supplement
	Attachment 3: Social Media Announcement

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 months of March 2020 and/or April 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.

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 March and for April 2020. The supplement for each month 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 March or April or for both months are eligible for the EA supplement. This includes households that received a pro-rated, partial issuance for either of the months for which the supplements are being issued.

SNAP Households that received the maximum benefit, based on their household’s size, for March and for April 2020 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

Based on the most recent data available, approximately 48% of currently-active SNAP households statewide are receiving less than the maximum monthly benefit for their household's size, and likely qualify for and will receive the EA supplement. Approximately 52% of all SNAP households receive the maximum benefit for the size of their household and are not eligible for any supplement.

A spreadsheet is attached, broken down by district, showing the approximate number of households and estimated monthly dollar value of EA supplements to be issued to currently-active SNAP cases. **Please note that the dollar figures on the spreadsheet represent one-month worth of benefits.** The total value of supplements issued will be approximately double the amount on the spreadsheet.

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 months of March and/or April 2020. Subsequent "clean-up" issuances will be run to issue benefits to newly-approved SNAP cases that received benefits for March and/or April 2020 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 March and April as usual.

The mass issuance of EA supplements for both March and April 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, from 4/14/2020 through 4/18/2020, and from 4/21/2020 through 4/25/2020. 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 ten equal cohorts, divided on a random basis across each district's caseload, from 4/13/2020 through 4/17/2020 and from 4/20/2020 through 4/24/2020. In

other words, each district's caseload will be randomly divided into ten groups, and the first group will get the supplemental issuance on 4/13, the second group on 4/14, and so forth.

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.

Notices

Federal regulations do not require individual notice regarding the issuance of the EA supplements. Therefore, districts should immediately post the attached public notice in English and Spanish regarding issuance of EA supplements for March and April 2020. The posters must be displayed in certification offices, issuance locations, and other sites frequented by certified households until April 30, 2020 to ensure households are informed of the change. OTDA will not be printing and drop shipping copies of the posters.

Districts are encouraged to either post the link to OTDA's COVID-19 SNAP informational webpage <http://otda.ny.gov/SNAP-COVID-19/> or add the poster directly to their district's website.

FAQs

OTDA has prepared a set of FAQs for SNAP households. The FAQs may be accessed at this link: <http://otda.ny.gov/SNAP-COVID-19/Frequently-Asked-Questions.asp>.

Districts are encouraged to print and post the FAQs and to post the link to the FAQs to their district website. In addition, attached is a social media announcement that districts may use to help with messaging.

NYS FAMILIES FIRST SNAP SUPPLEMENT
ACTIVE SNAP HOUSEHOLDS BELOW THE HH MAX OR AT THE HH MAX
BY LOCAL DISTRICT
FEBRUARY 2020

COUNTY/ DISTRICT CODE	ALLOT_AT_HH_MAX					
	.00 ALLOTMENT BELOW HH MAX		1.00 ALLOTMENT AT HH MAX		Total	
	HOUSEHOLDS	Row N %	HOUSEHOLDS	Row N %	HOUSEHOLDS	Row N %
01 ALBANY	10,945	62.49	6,571	37.51	17,516	100.00
02 ALLEGANY	1,969	68.18	919	31.82	2,888	100.00
03 BROOME	8,999	57.29	6,708	42.71	15,707	100.00
04 CATTARAUGUS	3,865	67.43	1,867	32.57	5,732	100.00
05 CAYUGA	3,108	63.07	1,820	36.93	4,928	100.00
06 CHAUTAUQUA	7,579	57.43	5,617	42.57	13,196	100.00
07 CHEMUNG	4,195	58.67	2,955	41.33	7,150	100.00
08 CHENANGO	2,200	67.28	1,070	32.72	3,270	100.00
09 CLINTON	4,162	65.86	2,157	34.14	6,319	100.00
10 COLUMBIA	1,983	61.20	1,257	38.80	3,240	100.00
11 CORTLAND	1,995	64.48	1,099	35.52	3,094	100.00
12 DELAWARE	1,701	71.29	685	28.71	2,386	100.00
13 DUTCHESS	6,489	60.78	4,187	39.22	10,676	100.00
14 ERIE	43,933	57.39	32,617	42.61	76,550	100.00
15 ESSEX	1,202	65.11	644	34.89	1,846	100.00
16 FRANKLIN	2,438	62.53	1,461	37.47	3,899	100.00
17 FULTON	2,596	61.81	1,604	38.19	4,200	100.00
18 GENESEE	1,947	70.31	822	29.69	2,769	100.00
19 GREENE	1,614	60.36	1,060	39.64	2,674	100.00
20 HAMILTON	112	59.26	77	40.74	189	100.00
21 HERKIMER	3,048	64.20	1,700	35.80	4,748	100.00
22 JEFFERSON	5,016	61.67	3,118	38.33	8,134	100.00
23 LEWIS	1,098	72.57	415	27.43	1,513	100.00
24 LIVINGSTON	2,105	63.96	1,186	36.04	3,291	100.00
25 MADISON	2,341	67.12	1,147	32.88	3,488	100.00
26 MONROE	34,819	54.72	28,817	45.28	63,636	100.00
27 MONTGOMERY	2,620	64.41	1,448	35.59	4,068	100.00
28 NASSAU	16,588	57.63	12,197	42.37	28,785	100.00
29 NIAGARA	9,662	61.93	5,940	38.07	15,602	100.00
30 ONEIDA	11,592	59.43	7,912	40.57	19,504	100.00
31 ONONDAGA	20,125	57.73	14,736	42.27	34,861	100.00
32 ONTARIO	3,225	64.03	1,812	35.97	5,037	100.00
33 ORANGE	10,204	62.59	6,099	37.41	16,303	100.00
34 ORLEANS	1,824	63.36	1,055	36.64	2,879	100.00
35 OSWEGO	5,743	62.55	3,438	37.45	9,181	100.00
36 OTSEGO	1,993	66.37	1,010	33.63	3,003	100.00
37 PUTNAM	894	61.87	551	38.13	1,445	100.00
38 RENSSELAER	4,926	66.52	2,479	33.48	7,405	100.00
39 ROCKLAND	8,934	63.43	5,151	36.57	14,085	100.00
40 ST. LAWRENCE	4,801	63.73	2,732	36.27	7,533	100.00
41 SARATOGA	5,095	66.96	2,514	33.04	7,609	100.00
42 SCHENECTADY	7,012	61.98	4,302	38.02	11,314	100.00
43 SCHOHARIE	1,258	63.50	723	36.50	1,981	100.00
44 SCHUYLER	777	65.46	410	34.54	1,187	100.00
45 SENECA	1,173	65.35	622	34.65	1,795	100.00
46 STEUBEN	3,715	68.25	1,728	31.75	5,443	100.00
47 SUFFOLK	25,484	47.02	28,713	52.98	54,197	100.00
48 SULLIVAN	3,567	57.16	2,673	42.84	6,240	100.00
49 TIOGA	1,808	70.16	769	29.84	2,577	100.00
50 TOMPKINS	2,578	61.85	1,590	38.15	4,168	100.00
51 ULSTER	5,889	58.70	4,144	41.30	10,033	100.00
52 WARREN	2,538	66.67	1,269	33.33	3,807	100.00
53 WASHINGTON	2,340	67.98	1,102	32.02	3,442	100.00
54 WAYNE	3,191	67.04	1,569	32.96	4,760	100.00
55 WESTCHESTER	23,602	58.24	16,924	41.76	40,526	100.00
56 WYOMING	1,022	71.27	412	28.73	1,434	100.00
57 YATES	841	67.60	403	32.40	1,244	100.00
66 NEW YORK CITY	351,455	40.52	515,845	59.48	867,300	100.00
TOTAL	707,935	48.10	763,852	51.90	1,471,787	100.00

SOURCE: END OF MONTH EXTRACT OF WMS.