



TO: Regional Directors, County Department of Family and Children Services, OFI Field Operations Staff and OFI State Office Staff

FROM: Candice Broce
DFCS Director

DATE: October 15, 2021

RE: Food Stamp (SNAP) Program Manual Transmittal 66

The purpose of this transmittal is to provide policy updates to the Food Stamp (SNAP) Program's income limits, resource limits, standard deductions, excess shelter deduction, homeless shelter deduction and maximum and minimum allotments based on the Food and Nutrition Service (FNS) Cost of Living Adjustments (COLA) for Federal Fiscal Year (FFY) 2022. The Food Stamp (SNAP) Program's COLA changes are effective October 1, 2021, through September 30, 2022.

This transmittal also provides updates to the standard utility allowances, Form 296 Expedited Food Stamp Screening Tool (English and Spanish) and Form 339 Simplified Reporting Requirements (SRR) Notice (English and Spanish).

Additionally, this transmittal provides policy updates, clarifications and revisions to the Food Stamp (SNAP) Program's Citizenship/Alien Status, Notification, and Electronic Benefit Transfer sections of the manual. The new eligibility categories of SQ4 and SQ5 for Afghan nationals who qualify for the Special Immigrant Visas were added to the Citizenship/Alien Status section. Language was added to the *Notification* section to reflect that Adequate Notice is required in writing or in the presence of a case manager (face to face or phone) when voluntarily terminating benefits for the entire AU. Also, updates have been made to the *Electronic Benefit Transfer* section of the manual to reflect benefits will be expunged after 9 months (274 days) of inactivity. This language has been updated throughout this section for clarification.

The policy revisions include:

- Section 3320 – Citizenship/Alien Status – This section is updated to add the new eligibility categories of SQ4 and SQ5 for Afghan nationals who qualify for the Special Immigrant Visas.

- Section 3400 – Financial Eligibility Criteria Overview – This section is updated to reflect the resource limits changed from \$2250 to **\$2500** for regular SNAP households and \$3500 to **\$3750** for households with at least one person who is age 60 or older or disabled.
- Section 3405 – Resources – This section is updated to reflect the resource limits changed from \$2250 to **\$2500** for regular SNAP households and \$3500 to **\$3750** for households with at least one person who is age 60 or older or disabled.
- Section 3613 – Standard Deduction – This section is updated to reflect the standard deduction changes as follows:
 1. AU Size (1-3) from \$167 to **\$177**
 2. AU Size (4) from \$181 to **\$184**
 3. AU Size (5) from \$212 to **\$215**
 4. AU Size (6+) from \$243 to **\$246**
- Section 3617 – Shelter and Utility Deductions – This section is updated to reflect the following changes:
 1. The excess shelter deduction changed from \$586 to **\$597**.
 2. The heating and cooling standard utility allowance (H/C SUA) changed from \$367 to **\$302**
 3. The limited standard utility allowance (LSUA) changed from \$323 to **\$258**
 4. The telephone standard changed from \$47 to **\$41**.
- Section 3618 – Homeless Shelter Deduction – This section is updated to reflect the homeless shelter deduction changed from \$157 to **\$160**.
- Section 3705 – Notification – This section is updated to reflect that Adequate Notice is required in writing or in the presence of a case manager (face to face or phone) when voluntarily terminating benefits for the entire AU.
- Section 3715 – Interim Changes – This section is updated to reflect the lottery and gambling reporting amount changed from \$3500 to **\$3750**.
- Section 3720 – Reporting Requirements – This section is updated to reflect the lottery and gambling winning reporting amount changed from \$3500 to **\$3750**.
- Section 3805 – Electronic Benefit Transfer (EBT) – This section is updated to reflect benefits will be expunged after **9 months (274 days)** of inactivity. This language has been updated throughout the policy section for clarification.
- Section 3810 – Issuance – This section is updated to reflect the minimum benefit amount for one and two person households changed from \$16 to **\$20**.

- Appendix A – Food Stamp Income Limits – This section is updated to reflect the new Food Stamp (SNAP) Program income limits effective **October 1, 2021**.
- Appendix A – Basis of Issuance Tables – This section is updated to reflect the new Federal Fiscal Year (FFY) 2022 Basis of Issuance (BOI) Tables effective **October 1, 2021, through September 30, 2022**.

The form changes include:

- Form 296 Expedited Food Stamp Screening Tool (Rev. 10/21) – Added the new violent felony conviction question and new utility deductions to the form (English and Spanish).
- Form 339 Simplified Reporting Requirement (SRR) Notice (Rev. 10/21) – Updated the new monthly gross income amounts on the form (English and Spanish).

This transmittal is effective October 1, 2021.