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Governor

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Commissioner



Georgia Department of Human Services
Aging Services | Child Support Services | Family & Children Services

FOOD STAMP (SNAP) PROGRAM MANUAL TRANSMITTAL NO. 74

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

FROM: Candice Broce
Commissioner

DATE: September 19, 2023

RE: Food Stamp (SNAP) Program Manual Transmittal 74

The purpose of this transmittal is to provide policy updates related to screening and referring clients to the SNAP Works program, federal changes included in the Fiscal Responsibility Act of 2023 and the annual Cost of Living Adjustments (COLA).

The *Application Processing, Expedited Application Processing, and Recertifications (Renewals)* policy sections were amended to reflect the change in age requirements for SNAP E&T referrals. The Fiscal Responsibility Act of 2023 warranted changes to the age requirements for the *Work Registration and Able-Bodied Adults Without Dependents (ABAWDs)* policy sections. Policy additions were required for the *Electronic Benefits Transfer (EBT)* section as well as for the *Appendix E – Glossary*. These additions included guidance pertaining to EBT skimming and cloning. Additional edits were made to the *Appendix E- Glossary* to reflect the update to the ABAWD definition.

As a result of the annual Food and Nutrition Service (FNS) Cost of Living Adjustments (COLA) for Federal Fiscal Year (FFY) 2024, policy sections *Standard Deduction, Shelter and Utility Deductions, Homeless Shelter Deduction, Appendix A – Financial Standards, and Appendix A – Table of Contents* were updated with the FFY 2024 limits and amounts.

FNS' recent modification of the State's standard medical deduction necessitated changes to the *Excess Medical Deduction* policy section.

This transmittal also includes revisions to the *Appendix F Table of Contents* and the following forms: 47, 296, 339, 826, 86A, 859 and 864.

The policy revisions include:

- Section 3105 – Application Processing – This policy section updated the age requirement for SNAP E&T screening referrals to all individuals **16 years of age or older and the head of household**.
- Section 3110 – Expedited Application Processing – This policy section updated the age requirement for SNAP E&T screening referrals to all individuals **16 years of age or older and the head of household**.
- Section 3350 – Work Registration – This policy section updated the age requirement for Mandatory Registrants to age **53 to 59** due to provisions in the Fiscal Responsibility Act of 2023.
- Section 3355 – Able-Bodied Adults Without Dependents (ABAWDs) – This policy was updated to increase the age requirements for Able-Bodied Adults Without Dependents (ABAWD) to ages **18 to 52** due to provisions in the Fiscal Responsibility Act of 2023.
- Section 3613 – Standard Deduction – This section was updated to reflect the FFY24 standard deduction amounts to the following:
 - AU Size (1-3) from \$193 to **\$198**
 - AU Size (4) from \$193 to **\$208**
 - AU Size (5) from \$225 to **\$244**
 - AU Size (6+) from \$258 to **\$279**
- Section 3614 – Excess Medical Deduction – This section was updated to reflect changes in the Standard Medical Deduction (SMD). The SMD increased from \$101 to **\$161**.
- Section 3617 – Shelter and Utility Deductions – This section was updated to reflect the following changes:
 - The excess shelter deduction changed from \$624 to **\$672**.
 - The heating and cooling standard utility allowance (H/C SUA) changed from \$379 to **\$415**.
 - The limited standard utility allowance (LSUA) changed from \$335 to **\$349**.
 - The telephone standard changed from \$46 to **\$42**.
- Section 3618 – Homeless Shelter Deduction – This section was updated to reflect an increase in the homeless shelter deduction from \$167 to **\$180**.

- Section 3710 – Recertifications (Renewals) – This policy section updated the age requirement for SNAP E&T screening referrals to all individuals **16 years of age or older and the head of household**.
- Section 3805 Electronic Benefits Transfer (EBT) – This section was updated with verbiage on card skimming and cloning due to a provision from the Consolidated Appropriations Act of 2023.
- Appendix A – Food Stamp Income Limits – This section was updated to reflect the new Food Stamp (SNAP) Program income limits effective **October 1, 2023**.
- Appendix A – Basis of Issuance Tables – This section was updated to reflect the new Federal Fiscal Year (FFY) 2024 Basis of Issuance (BOI) Tables effective **October 1, 2023, through September 30, 2024**.
- Appendix E – Glossary – Added definitions of EBT Card Cloning and EBT Card Skimming. The ABAWD definition was updated to reflect the new age criteria.
- Appendix F – Forms - Updated the revision dates for the forms listed below.

The form changes include:

- Form 47 Food Stamp Program in Georgia (Rev. 10/23) – This form has been translated in the following 16 languages: Arabic, Bosnian, Burmese, Chinese, English, Farsi, French, Gujarati, Hindi, Japanese, Korean, Nepali, Portuguese, Russian, Spanish, and Vietnamese. Changes were made to reflect the age limit for ABAWDs.
- Form 296 Expedited Food Stamp Screening Tool (Rev. 10/23) – This form has been updated to reflect the new standard utility allowance amounts for FFY24 (English and Spanish).
- Form 339 Simplified Reporting Requirement (SRR) Notice (Rev. 10/23) – The form has been updated to reflect the new monthly gross income limit amounts for FFY24 (English and Spanish).
- Form 826 Time-Limit Adverse Action Notice (Rev. 10/23) – This form was updated to reflect the change in the exemption age limit due to provisions in the Fiscal Responsibility Act of 2023 (English and Spanish).

- Form 826A Second Three Month Period Adverse Action Notice (Rev. 10/23) – This form was updated to reflect the change in the exemption age limit due to provisions in the Fiscal Responsibility Act of 2023 (English and Spanish).
- Form 859 SNAP Work Rules (Rev. 10/23) – This form was updated to reflect the increased age criteria in the time limit rules due to provisions in the Fiscal Responsibility Act of 2023 (English and Spanish).
- Form 864 SNAP Works Screening and Referral Tool – This form was updated to reflect all the individuals who are required to be screened.

This transmittal is effective October 1, 2023.