The Research Packet For

THE SNAP TASK FORCE

Meeting of December, 2017

Prepared by the staff of Benefits Access,
Food Bank For New York City
39 Broadway, 10th Fl.
New York NY 10006
Tel: 212.566.7855
Fax: 212.566.1463
www.foodbanknyc.org

TABLE OF CONTENTS:

United States Department of Agriculture (USDA)…… 3
1. Characteristics of SNAP Households: Fiscal Year 2016…… 3
2. Press Releases……... 4
    - USDA Promises New SNAP Flexibilities to Promote Self-Sufficiency…….. 4

New York State Office of Temporary and Disability Assistance (OTDA)…….. 4
1. Informational Letter 17-INF-13: Revisions to the Informational Letter Regarding ABAWD Requirements (LDSS-5072)…… 4
2. Informational Letter 17-INF-12: Social Security Administration (SSA) Cost-of-Living Adjustment (COLA) for January 2018 and Updated SSI and SSP Benefits Levels…… 5
3. New York State SNAP Participation and Benefit Value in September 2017……... 5

New York City Human Resources Administration (HRA)…….. 6
1. Policy Bulletins and Directives…….. 6
    - Policy Bulletin #17-101-OPE: ACCESS HRA Release 4.1 SNAP Periodic Report…… 6
    - Policy Bulletin #17-103-OPE: Revisions to the Functions of Staff at the Hurricane Relief Center……... 6
    - Policy Bulletin #17-99-OPE: Schedules for January – June 2018…….. 7
    - Policy Bulletin #17-102-OPE: Monthly Updates…… 7

Reports and Notable Items from Other Sources…… 7
1. Trade-offs at the Dinner Table: The Impacts of Unwanted Compromises – Food Bank For New York City…… 7
2. How is Food Assistance Different in Puerto Rico Than in the Rest of the United States – Center on Budget and Policy Priorities…….. 8
3. The Impact of Proposed 2018 Changes to Key Safety Net Programs on Family Resources – Urban Institute…… 10

Hunger and Poverty in the Media……... 11
1. Local News……..... 11
    - NYC Passes New Urban Agriculture Bill, Metro US…… 11
    - How New Yorkers Would Lose Under the Republican Tax Bill……... 11
2. National News…….. 12
    - State Group: USDA Mulling Big Changes to Food Stamps, Including Allowing States to Impose Soda Ban, The Washington Post……... 12
    - Black Farmers are Sowing the Seeds of Health and Empowerment, NPR…… 12

APPENDICES
Appendix A: Informational Letter Regarding ABAWD Requirements (LDSS-5072)…….. 13
Appendix B: Reminder: Don't Lose Your SNAP Benefits! Submit Your SNAP Periodic Report (FIA-1198)…… 15
Appendix C: Sample Affidavit for Puerto Rico Evacuees…….. 16
Appendix D: EBT Pickup Schedule (EBT-52a)…… 17
Appendix E: NYC ACCESS HRA Mobile App Flyer…… 18

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

I. UNITED STATES DEPARTMENT OF AGRICULTURE

1. CHARACTERISTICS OF SNAP HOUSEHOLDS: FISCAL YEAR 2016, NOVEMBER 28, 2017

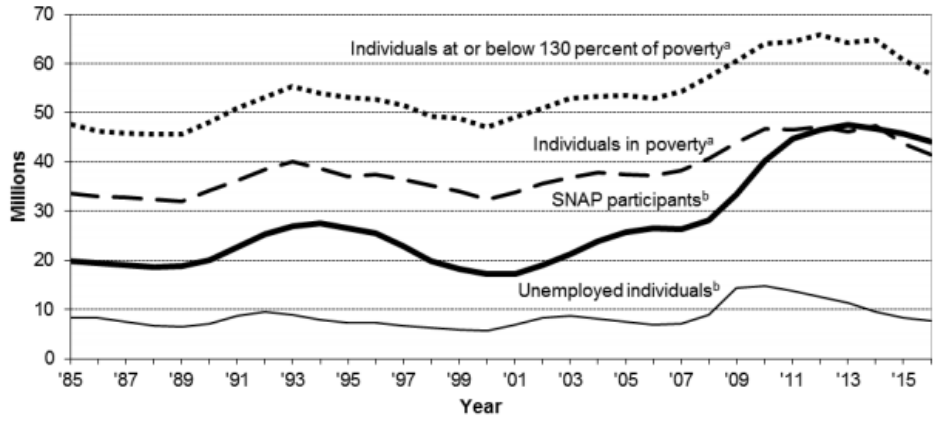
<https://www.fns.usda.gov/snap/characteristics-supplemental-nutrition-assistance-program-households-fiscal-year-2016>

This report provides updated information regarding the demographic and economic circumstances of SNAP households in Fiscal Year 2016. USDA FNS reports that 44.2 million people living in 21.8 million U.S. households participated in SNAP, on average, per month. This is a drop of approximately 1.6 million participants compared to the previous fiscal year. SNAP households have also gotten smaller over the past 25 years, with the average household containing two people, and 53 percent of the SNAP caseload consisting of one-person households.

General characteristics of SNAP households in FY 2016 are as follows:

- The average monthly benefit per household was $249 in 2016, a drop from $254 in 2015
  - 39 percent of SNAP households qualified for the maximum benefit available for their household size
- Nearly two-thirds (65 percent) of SNAP participants were children, elderly, or had a disability
- 44 percent of all SNAP participants lived in a household with earnings
  - The average SNAP household gross income was at 61 percent of the poverty line, or $813 per month
- 82 percent of SNAP households lived in a major metropolitan area

Figure 2.1. SNAP participants, unemployed individuals, individuals in poverty, and individuals at or below 130 percent of poverty, calendar years 1985 to 2016



Sources: SNAP Participants: Food and Nutrition Service Fiscal Year Program Operations data. Unemployed Individuals: Department of Labor, Bureau of Labor Statistics. Individuals in poverty and individuals at or below 130 percent of poverty: Special tabulations of the Current Population Survey Annual Social and Economic Supplement (CPS ASEC) by Decision Demographics, Arlington, VA.

[a] Annual values.

[b] Average monthly values.

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

2. PRESS RELEASES

- *"USDA PROMISES NEW SNAP FLEXIBILITIES TO PROMOTE SELF-SUFFICIENCY," DECEMBER 5, 2017*
  <https://www.fns.usda.gov/pressrelease/2017/016317>

  USDA has announced it will offer greater local control to states operating SNAP to help "promote self-sufficiency, integrity in the program, and better customer service." In the coming weeks, the agency will announce new flexibilities that will enable states to work towards these three focus areas. In a statement, Agriculture Secretary Purdue said:

  > SNAP was created to provide people with the help they need to feed themselves and their families, but it was not intended to be a permanent lifestyle. […] We want to provide the nutrition people need, but we also want to help them transition from government programs, back to work, and into lives of independence.

II. NEW YORK STATE OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE

1. INFORMATIONAL LETTER 17-INF-13: REVISIONS TO THE INFORMATIONAL LETTER REGARDING ABLE-BODIED ADULTS WITHOUT DEPENDENTS (ABAWD) REQUIREMENTS (LDSS-5072), DECEMBER 13, 2017

<https://otda.ny.gov/policy/directives/2017/INF/17-INF-13.pdf>

OTDA has revised a client notice mailed to SNAP households containing an Able-Bodied Adult Without Dependents (ABAWD). Specifically, this notice is issued to SNAP households with at least one ABAWD, and who do not reside in an area with a federally-approved ABAWD waiver. The notice explains the ABAWD requirement, possible exemptions, and examples of good cause for failure to meet the requirement. In addition, the notice includes a new table listing the names of SNAP household members who are ABAWDs. See **Appendix A** for a sample copy.

Other notable updates include:

- Language urging ABAWDs to immediately contact their social services district if they meet any of the ABAWD requirements or have good cause to avoid losing their eligibility for SNAP
- Additional ABAWD exemptions, which include:
  - "A recipient of Veterans Affairs (VA) disability compensation"
  - "A recipient of disability benefits from a public or private source, such as Social Security Disability Insurance (SSDI) or NYS disability benefits."

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

2. *INFORMATIONAL LETTER 17-INF-12: SOCIAL SECURITY ADMINISTRATION (SSA) COST-OF-LIVING ADJUSTMENT (COLA) FOR JANUARY 2018 AND UPDATED SSI AND SSP BENEFIT LEVELS*

<https://otda.ny.gov/policy/directives/2017/INF/17-INF-12.pdf>

Effective January 1, 2018, a federal cost-of-living adjustment[1] of two percent will be applied for recipients of RSDI Social Security benefits and SSI benefits. This may result in an increase in income for SNAP households, potentially affecting their SNAP eligibility or benefit level.

3. *NEW YORK STATE SNAP PARTICIPATION AND BENEFIT VALUE IN SEPTEMBER 2017*

<https://otda.ny.gov/resources/caseload/2017/2017-09-stats.pdf>

According to the latest data from OTDA, SNAP participation across New York State decreased slightly from August 2017 to September 2017. Benefits also saw a slight dip during this time period. In New York City, 1,655,650 individuals received $242,241,359 in SNAP benefits. The average SNAP benefit received by NYC households was $258.

	PERSONS			HOUSEHOLDS			BENEFITS		
	AUGUST 2017	SEPTEMBER 2017	PERCENT CHANGE	AUGUST 2017	SEPTEMBER 2017	PERCENT CHANGE	AUGUST 2017	SEPTEMBER 2017	PERCENT CHANGE
New York State	2,869,135	2,854,907	-0.50%	1,593,384	1,587,180	-0.39%	$394,989,470	$393,281,321	-0.43%
New York City	1,662,817	1,655,650	-0.43%	942,397	939,386	-0.32%	$242,563,785	$242,241,359	-0.13%
Rest of State	1,206,318	1,199,257	- 0.59%	650,987	647,794	-0.49%	$152,425,685	$151,039,962	-0.91%

	AVERAGE HOUSEHOLD SIZE			AVERAGE BENEFITS PER HOUSEHOLD		
	AUGUST 2017	SEPTEMBER 2017	PERCENT CHANGE	AUGUST 2017	SEPTEMBER 2017	PERCENT CHANGE
New York State	1.801	1.799	-0.11%	$247.89	$247.79	-0.04%
New York City	1.764	1.762	-0.11%	$257.39	$257.87	0.19%
Rest of State	1.853	1.851	-0.10%	$234.15	$233.15	-0.42%

[1] For an updated SSI/SSP chart, visit: https://otda.ny.gov/policy/directives/2017/INF/17-INF-12-Attachment-1.pdf

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

III. NEW YORK CITY HUMAN RESOURCES ADMINISTRATION

1. POLICY BULLETINS AND DIRECTIVES

➢ *POLICY BULLETIN #17-101-OPE: ACCESS HRA RELEASE 4.1 SNAP PERIODIC REPORT, DECEMBER 4, 2017*

The SNAP Periodic Report (LDSS-4310) became available online on ACCESS HRA on November 17, 2017. Beginning on the first day of the sixth month of their certification period, SNAP participants can now submit their Periodic Report via ACCESS HRA. The report may be submitted online from the 1st to the 30th day of the sixth month. In addition, SNAP participants with an ACCESS HRA account will receive a reminder email and/or text message once the window to submit their Periodic Report opens.

SNAP participants who need to submit a Periodic Report will receive a mailer **(Appendix B**) between the 25th and 27th of the fifth month of their recertification. This flyer reminds participants to submit their Periodic Report, and informs them of the new methods to submit the report and related documents.

➢ *POLICY BULLETIN #17-103-OPE: REVISIONS TO THE FUNCTIONS OF STAFF AT THE HURRICANE RELIEF CENTER, DECEMBER 5, 2017*

This bulletin informs HRA staff at the Hurricane Relief Center (HRC) that as of November 27th, SNAP applicants who wish to be seen immediately for a face-to-face interview should be referred to the St. Nicholas SNAP Center (S14). Most applicants at the HRC remain eligible to submit their SNAP application via ACCESS HRA, and will be scheduled for a phone interview via the Mail Application and Referral Unit.

NYC opened the Hurricane Relief Center at the Julia De Burgos Latino Cultural Center on October 19, 2017 to assist households who left Puerto Rico following Hurricanes Maria and Irma.

Additional information about the Hurricane Relief Center and the services available to evacuee households is available at: <http://www1.nyc.gov/site/em/resources/hurricane-recovery.page>

In addition, SNAP applicants from Puerto Rico who were receiving Nutrition Assistance Program (NAP) benefits in Puerto Rico must be provided an opportunity to sign and complete an affidavit (**Appendix C**) attesting that they will not receive SNAP and NAP benefits simultaneously, and will close their NAP case as soon as possible if found eligible for SNAP. However, a signed affidavit is not required. Instead, a household may also verbally attest to the statement as read by an HRC staff member. The verbal attestation will be noted in the client's case record.

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

- *POLICY BULLETIN #17-99-OPE: SCHEDULES FOR JANUARY – JUNE 2018, DECEMBER 5, 2017*

  HRA has updated semi-annual schedules to reflect dates from January 2018 through June 2018, including the EBT Pick-Up Schedule. This schedule informs SNAP participants when benefits are due to be posted to their account, based on the "toe digit" of their case number. See **Appendix D** for a sample of the EBT Pick-Up Schedule.

- *POLICY BULLETIN #17-102-OPE: MONTHLY UPDATES, DECEMBER 5, 2017*

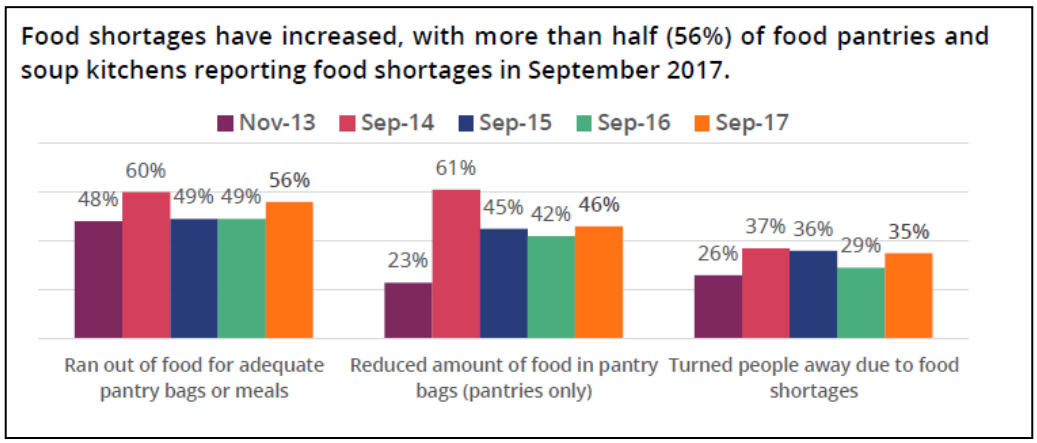
  A new poster (**Appendix E**) promotes the new ACCESS HRA mobile app, which clients can use to manage their SNAP and/or Cash Assistance Case.

IV. Reports and Notable Items from Other Sources

1. TRADE-OFFS AT THE DINNER TABLE: THE IMPACTS OF UNWANTED COMPROMISES, FOOD BANK FOR NEW YORK CITY, NOVEMBER 2017

<https://www.foodbanknyc.org/wp-content/uploads/Trade-Offs-at-the-Dinner-Table_FB-Research-Brief_Nov2017.pdf>

Cuts to SNAP and emergency food programs, passed under the veil of legislative compromise, have forced NYC individuals and families to make difficult trade-offs in order to keep food on the table. The economic losses from the Hunger Cliff – across-the-board cuts authorized to SNAP in November 2013 – have amounted to more than $770 million in lost benefits and 223 million lost meals for New York City families. This report by Food Bank For New York City (FBNYC) presents updated data showing how the Hunger Cliff continues to impact emergency food providers and the clients they serve.



Need for emergency food has been sustained since November 2013, when the average household in NYC lost $18 in SNAP benefits. Four years following those cuts, nearly 80 percent of food pantries and soup kitchens in NYC continue to see elevated visitor traffic, and more than half have reported food shortages. With

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

SNAP recipients representing 40 percent or more of the population in six communities in the Bronx and Brooklyn, NYC is especially vulnerable to SNAP cuts. FBNYC urges legislators debating the next Farm Bill to heed the lessons of 2013, and champion measures to strengthen SNAP and the emergency food supply.

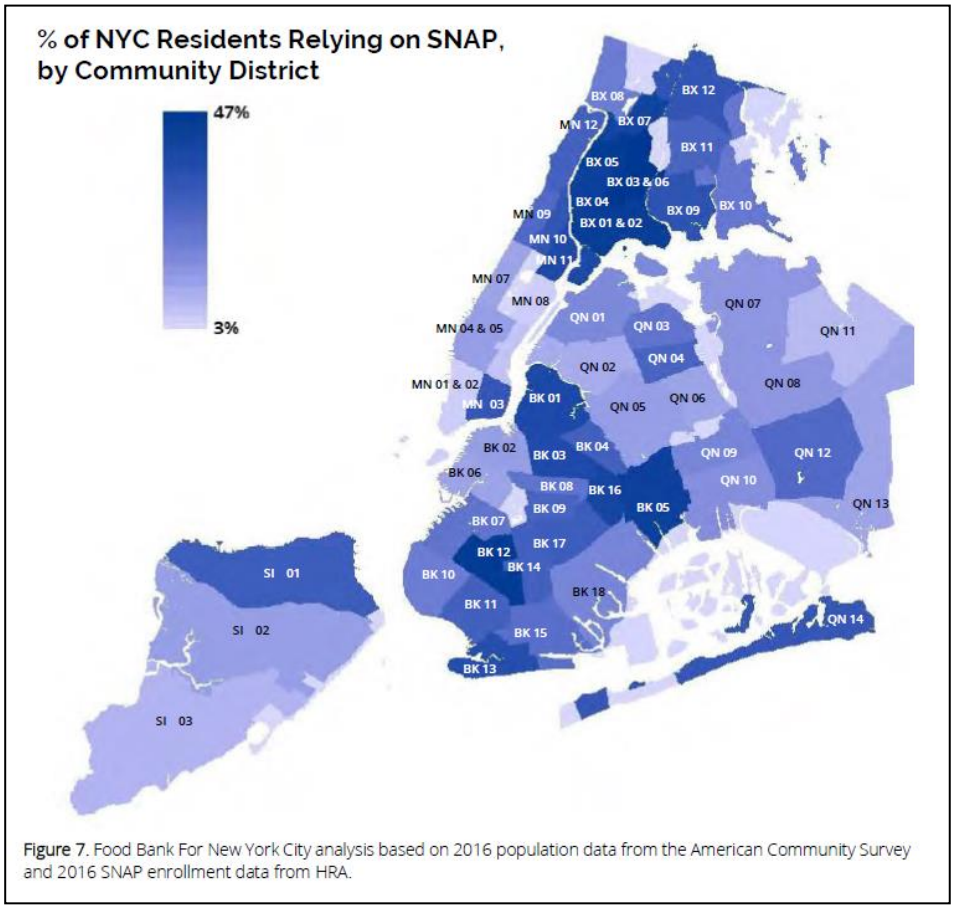


Figure 7. Food Bank For New York City analysis based on 2016 population data from the American Community Survey and 2016 SNAP enrollment data from HRA.

2. *HOW IS FOOD ASSISTANCE DIFFERENT IN PUERTO RICO THAN IN THE REST OF THE UNITED STATES? – CENTER ON BUDGET AND POLICY PRIORITIES, NOVEMBER 27, 2017*

<https://www.cbpp.org/research/food-assistance/how-is-food-assistance-different-in-puerto-rico-than-in-the-rest-of-the>

The Commonwealth of Puerto Rico does not operate a SNAP program. Instead, the territory receives a capped block grant for food assistance, known as the Nutrition Assistance Program (NAP). This paper by the Center on Budget and Policy Priorities explains the differences between SNAP and NAP, and describes how NAP's capped funding level puts Puerto Rican households at a disadvantage with respect to basic food assistance.

Despite the fact that Puerto Rico has a poverty rate over three times the national average, as well as a cost of living ranked higher than many US states, Puerto Rico receives fewer resources to support low-income families. In an effort to reduce the size and expense of the SNAP program in Puerto Rico, Congress replaced SNAP

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

with NAP in 1982. As a result of its limited funding structure, NAP cannot serve all applicants who wish to apply. Furthermore, it is unable to respond to changes in demand following a natural disaster or recession. Maximum benefits are lower compared to SNAP, and while NAP recipients can withdraw a portion of their benefit as cash, the 2014 Farm Bill mandated a gradual phase-out of this option by 2021.

TABLE 1

Benefits by Household Size, SNAP and NAP

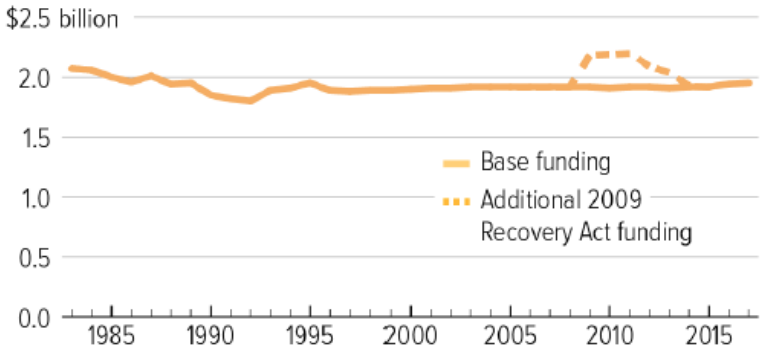
Household Size	SNAP Maximum Monthly Benefit, FY 2017	NAP Maximum Monthly Benefit, FY 2017
1	$194	$112
2	$357	$216
3	$511	$315
4	$649	$410
5	$771	$499

Source: Department of Agriculture, SNAP FY 2017 cost of living adjustment information; Puerto Rico Department of the Family, *State Plan of Operation – Nutrition Assistance Program, Fiscal Year 2017*, amended September 9, 2017.

FIGURE 1

Funding for Puerto Rico's Nutrition Assistance Program (NAP) Has Remained Flat in Recent Decades

Adjusted for food inflation



Note: Adjusted for food inflation using the Agriculture Department's Thrifty Food Plans from June 1981 to June 2016. In fiscal years 2009-2014, NAP received supplemental funding through the 2009 Recovery Act.

Source: Food and Nutrition Service/Nutrition Assistance Program reported data

CENTER ON BUDGET AND POLICY PRIORITIES | CBPP.ORG

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

3. *THE IMPACT OF PROPOSED 2018 CHANGES TO KEY SAFETY NET PROGRAMS ON FAMILY RESOURCES, URBAN INSTITUTE, DECEMBER 2017*

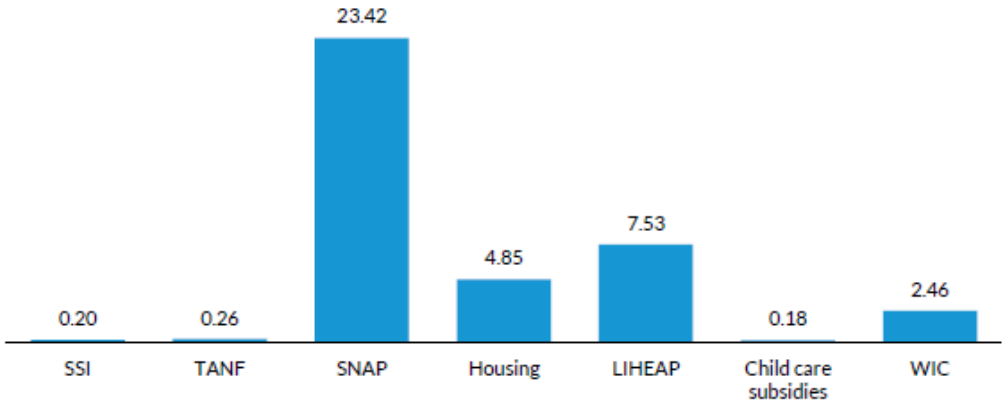
<https://www.urban.org/urban-wire/tax-changes-and-cuts-may-pay-them-are-likely-disadvantage-americans-color>

A joint budget resolution adopted by the Senate and House in October 2017 envisions large cuts to assistance and income security programs like SNAP over the next decade. Although there are few specifics on how Congress will achieve these spending reductions, the Trump administration's fiscal year 2018 budget includes a number of similar policy changes that could affect U.S. families and the resources available to them. The Urban Institute estimates that proposed changes to SNAP, SSI, LIHEAP, TANF, and rental housing subsidies would impact 20 percent of all US families, and 30 percent of families with children – the average family facing a loss of $1,230 a year. Changes to SNAP alone would affect 23.4 million families, resulting in a loss of $600 in annual benefits. The majority of families affected (75 percent) include a vulnerable member, such as a child, senior, or disabled person.

FIGURE 3

Number of Families Affected by Cuts, by Program

Millions



Source: Authors' calculations based on the Current Population Survey, Annual Social and Economic Supplement and the Transfer Income Model, version 3.

Note: LIHEAP = the Low Income Home Energy Assistance Program; SNAP = the Supplemental Nutrition Assistance Program; SSI = Supplemental Security Income; TANF = Temporary Assistance for Needy Families; WIC = the Special Supplemental Nutrition Program for Women, Infants and Children.

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

V. Hunger and Poverty in the Media

1. LOCAL NEWS

- *"NYC PASSES NEW URBAN AGRICULTURE BILL," METRO US, DECEMBER 11, 2017*
  https://www.metro.us/lifestyle/career-education/nyc-passes-new-urban-agriculture-bill

  The New York City Council has overwhelmingly passed a bill establishing a digital hub for urban agriculture, with the goal of helping entrepreneurs, farmers, and gardeners alike in starting up and expanding urban farms. Despite the fact that New York City has the nation's largest urban agriculture system, the bill's supporters note the challenges farmers face in navigating city regulations. The measure will establish a centralized database operated by the NYC Parks and Recreation, allowing New Yorkers to learn how they can get more involved, or even start their own community garden or farm. NYC estimates that urban agriculture has the potential to food 20 million people in the metropolitan area.

- *"HOW NEW YORKERS WOULD LOSE UNDER THE REPUBLICAN TAX BILL," NEW YORK TIMES, DECEMBER 4, 2017*
  <https://www.nytimes.com/2017/12/04/business/economy/tax-bill-new-york.html>

  The tax overhaul bill passed by the House and Senate could put a significant economic burden on New York and nearby states, forcing cuts to federal programs received by vulnerable populations statewide. Governor Andrew Cuomo has called the bill a "targeted assault" on New York State and its neighbors. By removing the deduction for state and local income taxes, several economists predict that the bill will make it harder to attract skilled workers, pay for transit and infrastructure improvements, and offset the high cost of living in the tri-state area. In addition, with the bill estimated to add $1 trillion to the national deficit over the next decade, automatic cuts to Medicare and other programs would impede efforts to serve low-income New Yorkers.

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

2. NATIONAL

- *"STATE GROUP: USDA MULLING BIG CHANGES TO FOOD STAMPS, INCLUDING ALLOWING STATES TO IMPOSE SODA BAN," THE WASHINGTON POST, DECEMBER 8, 2017*
  <https://www.washingtonpost.com/news/wonk/wp/2017/12/08/state-group-usda-mulling-big-changes-to-food-stamps-including-allowing-states-to-impose-soda-ban/>

  The Washington Post reports that USDA is considering proposals that would allow state social service agencies in 20 Republican administrations to make significant changes to the SNAP program. In a recent meeting with senior officials, the Secretaries Innovation Group (SIG) recommended that USDA limit SNAP purchases towards approved foods in a manner similar to WIC, as well as ban foods like soda and candy. USDA has rejected similar proposals over the past decade from localities like New York City, Maine, and Minnesota, citing a lack of evidence that junk-food bans change the diets of SNAP recipients.

  Other SIG proposals are aimed at reducing fraud in the program, which USDA has said is not a significant program. Examples include proposals to limit an EBT card to two household members only, requiring applicants to apply in-person, and remove the provision allowing multiple families living under one roof to apply for separate household status. However, the article cites several experts who claim the proposals will do little to reduce fraud and increase nutrition, and will instead increase the cost of the program and stigma for potential applicants.

- *"BLACK FARMERS ARE SOWING THE SEEDS OF HEALTH AND EMPOWERMENT," NPR, DECEMBER 16, 2017*
  <https://www.npr.org/sections/thesalt/2017/12/16/553748898/black-farmers-are-sowing-the-seeds-of-health-and-empowerment>

  This article tells the stories of two black farmers working to reconnect communities with healthy foods, while expanding opportunities for people of color in a career that is more than 90 percent white. Chris Newman started farming as a way to improve his health, but is now working on hiring people from underrepresented communities to work on his farm. He is pushing for sustainable farming practices to ensure healthy food remains accessible to those who can't afford it.
  Leah Pennimen, who owns a farm in Petersberg, New York, runs a training program to teach black and Latino people farming basics. She sees farming as a tool for social justice. Her farm accepts SNAP benefits, and she asks customers who are willing to pay more to support low-income clients who need food.

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

APPENDIX A

LDSS-5072 (Rev. 8/17)

INFORMATIONAL LETTER REGARDING ABLE-BODIED ADULT WITHOUT DEPENDENTS (ABAWD) REQUIREMENTS

Date:

Case No:

District Contact No:

You are receiving this letter as the designated contact of the SNAP household because you or someone in your household is an Able-Bodied Adult Without Dependents (ABAWD) and your Supplemental Nutrition Assistance Program (SNAP) household does not reside in an area that has a federally approved ABAWD waiver. Individuals who are ABAWD, must meet the federal ABAWD work requirement to maintain SNAP eligibility for more than three (3) months in a 36-month period.

This letter provides information to explain an individual's federal ABAWD requirement, identifies the conditions that may exempt an individual from the ABAWD requirement and provides examples of good cause reasons for not meeting the ABAWD requirement. The letter also informs individual ABAWDs that are included as part of your SNAP household that an ABAWD qualifying work activity will be made available upon the ABAWD's request to help him/her meet the federal ABAWD requirement.

Which individuals in your SNAP household are ABAWD?
The following individuals are ABAWD at the time that this letter was generated:

What is an ABAWD required to do?
To maintain eligibility for SNAP benefits for more than three (3) months in the 36-month period starting January 1, 2016, each ABAWD must complete and document one of the following each month:

- Work (including "in-kind" work and volunteer work) for at least 80 hours per month;
- Participate in a qualifying work/training program approved by the social services district for at least 80 hours per month;
- Comply with a Work Experience Program (WEP) assignment for the number of hours per month equal to your household's SNAP benefit divided by the higher of the federal or State minimum wage;
- Participate in a program under the Workforce Innovation and Opportunity Act or Trade Act which may include job search, job readiness, occupational skills training and education activities for at least 80 hours per month; or
- Participate in a combination of work or qualifying work programs for at least 80 hours per month.

Note: *The work requirements listed above apply to each ABAWD in the SNAP household.*

Failure to comply with these requirements without good cause may result in the ABAWD being ineligible for SNAP benefits. If the ABAWD is meeting any of the requirements listed above, but has not notified the social services district, the individual should immediately contact the social services district at the District Contact Number provided above to avoid becoming ineligible for SNAP benefits. **If the ABAWD is not participating in work or qualifying activities for at least 80 hours per month and he/she wants to continue to participate in the SNAP program beyond the three-month time limit, he/she should immediately contact the social services district at the District Contact Number provided above to discuss the work or work programs that are available to permit the ABAWD to meet his/her federal ABAWD requirement.**

Continued on Next Page

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

In addition, it is the ABAWD's responsibility to provide documentation of participation in unpaid work activities each month and to report to the social services district within 10 days after the end of the month if his/her work hours go below 80 hours per month.

If an ABAWD fails to meet the federal ABAWD work requirements and as a result loses eligibility for SNAP, he/she may be able to regain eligibility and resume participation in the SNAP program again, if otherwise eligible, and should immediately contact the social services district to reapply for SNAP benefits. The social services district will explain what he/she needs to do to regain SNAP eligibility.

Do you think any of the adults in your SNAP household are exempt from ABAWD requirements?

Please contact the social services district through the District Contact Number provided above immediately if you believe that you or someone in your SNAP household should be exempt from these requirements because that individual meets one or more of the conditions listed below:

- A person under 18 years of age, or 50 years of age or older
- An adult in a SNAP household with a child under 18 years of age
- A full-time caretaker of an incapacitated person
- A pregnant woman
- Physically or mentally unable to work at least 80 hours a month
- Determined to be unable to work due to substance abuse
- A recipient of Veterans Affairs (VA) disability compensation
- A recipient of disability benefits from a public or private source, such as Social Security Disability Insurance (SSDI) or NYS disability benefits
- A recipient or pending receipt of Unemployment Insurance Benefits (UIB)
- A student enrolled in any recognized school, job skills training, or institution of higher education at least half-time and meeting the student eligibility criteria to receive SNAP
- An applicant for SNAP benefits and Supplemental Security Income (SSI) jointly or in receipt of SSI
- Employed or self-employed and working at least 30 hours per week or receiving weekly earnings at least equal to the federal minimum wage times 30 (currently $217.50 per week)

Note: *Only the individual who meets one or more of the conditions listed above would be exempt from ABAWD requirements. Other ABAWDs in the SNAP household would still be required to comply with ABAWD requirements to continue to receive SNAP benefits for more than 3 months in the 36-month period.*

Good Cause

An ABAWD may also have a good cause reason that prevented the individual from working or participating in other ABAWD qualifying activities for at least 80 hours in the month. Good cause is an event or circumstance beyond an individual's control that prevents an ABAWD from meeting the ABAWD requirement during the month. Good cause examples may include, but are not limited to: a temporary illness or a household emergency.

An ABAWD is required to provide proof of any good cause or exemption from the ABAWD work requirement claimed by the ABAWD, when requested by the social services district. An ABAWD who claims, but does not document that he/she had good cause or is exempt from the ABAWD requirement would still be required to meet the ABAWD requirement each month, unless the ABAWD resides in an area with a federally approved ABAWD waiver or otherwise becomes exempt from the ABAWD requirement. Proof of good cause or exemption could include a statement from the ABAWD's doctor or medical professional providing care or other papers to document an exemption or good cause.

If an ABAWD believes that he/she has good cause for not meeting the ABAWD requirement, believes that he/she should be exempt from the ABAWD requirement because he/she meets one of the conditions identified above or lives in an area with an approved ABAWD waiver, the ABAWD should immediately contact the social services district at the District Contact Number provided above and provide documentation to the social services district.

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

APPENDIX B

NYC Department of Social Services
Human Resources Administration | Family Independence Administration
Department of Homeless Services
FIA-1198 (E) 09/11/2017 LLF

Date: _____
Case Number: _____
Case Name:

Reminder: Don't Lose Your SNAP Benefits!
Submit Your SNAP Periodic Report

To avoid losing your SNAP benefits, you must submit a Periodic Report form six months after you enroll in SNAP or recertify your SNAP benefits. Your SNAP Periodic Report is **due**_____. There are different ways to submit your Periodic Report form, but the *easiest and fastest* way is to submit it online – and you can do that **now**! It takes **less than 30 minutes.**

Step 1: Submit Your SNAP Periodic Report Form.

SAMPLE

1. Go to www.nyc.gov/accesshra
2. Log into your account (or set one up)
3. Click the green "Apply Now" button
4. Click "I would like to SUBMIT a PERIODIC REPORT"
5. Fill out your information and submit your form

Did you already submit your Periodic Report form?
Go right to step 2.

Step 2: Submit Documents About Changes In Your Case.

Do you have documents to submit that are listed on the "**Confirmation Page**" of your completed Periodic Report?

Download the **NYC ACCESS HRA** mobile app for free on iOS or Android devices! Go to the Apple App Store or Google Play store.

1. Log into your account (or set one up)
2. Tap **Upload**
3. Upload and submit your documents

Need help?
Call the SNAP Info Line at .

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

APPENDIX C

Attachment A (Sample Affidavit)

Affidavit for Supplemental Nutrition Assistance Program (SNAP) applicants who were receiving Nutrition Assistance Program (NAP) when they were displaced from Puerto Rico due to Hurricanes Irma and Maria

---

Instructions: If you would like to receive Supplemental Nutrition Assistance Program (SNAP) and were receiving Nutrition Assistance Program (NAP) benefits in Puerto Rico, you must fill out the following information and verify that you will not participate in both programs at the same time.

NAME (Head of household):

NAME (Other members of household):

SNAP APPLICATION/CASE NUMBER (If available):

CURRENT ADDRESS:

ADDRESS IN PUERTO RICO:

NAP CASE NUMBER(If available):

STATEMENT AGAINST DUPLICATE PARTICIPATION:

I understand that each member of my household may not receive benefits from the Nutrition Assistance Program (NAP) or the Supplemental Nutrition Assistance Program (SNAP) at the same time. If I am found eligible for SNAP benefits, I attest under penalty of perjury and disqualification that I will not participate in both programs simultaneously and will close my household's NAP case at the earliest possible opportunity.

Signature:

Date:

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

FOOD BANK FOR NEW YORK CITY

Form EBT-52a
Rev. 12/05/17

NYC Human Resources Administration | Department of Social Services | Family Independence Administration

APPENDIX D

EBT Pickup Schedule
January - June 2018

Toe Digit	January CA & SNAP		February CA & SNAP		March CA & SNAP		April CA & SNAP		May CA & SNAP		June CA & SNAP	
	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	6A	6B
0	1/2	1/16	2/1	2/16	3/1	3/16	4/2	4/16	5/1	5/16	6/1	6/16
1	1/3	1/17	2/2	2/17	3/2	3/17	4/3	4/17	5/2	5/17	6/2	6/18
2	1/4	1/18	2/3	2/20	3/3	3/19	4/4	4/18	5/3	5/18	6/4	6/19
3	1/5	1/19	2/5	2/21	3/5	3/20	4/5	4/19	5/4	5/19	6/5	6/20
4	1/6	1/20	2/6	2/22	3/6	3/21	4/6	4/20	5/5	5/21	6/6	6/21
5	1/8	1/22	2/7	2/23	3/7	3/22	4/7	4/21	5/7	5/22	6/7	6/22
6	1/9	1/23	2/8	2/24	3/8	3/23	4/9	4/23	5/8	5/23	6/8	6/23
7	1/10	1/24	2/9	2/26	3/9	3/24	4/10	4/24	5/9	5/24	6/9	6/25
8	1/11	1/25	2/10	2/27	3/10	3/26	4/11	4/25	5/10	5/25	6/11	6/26
9	1/12	1/26	2/12	2/28	3/12	3/27	4/12	4/26	5/11	5/26	6/12	6/27

SAMPLE

SNAP Task Force Meeting of December, 2017
Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

APPENDIX E

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.

FOOD BANK FOR NEW YORK CITY
2017

Contents of this document are the property of Food Bank For New York City and cannot be copied in any way, shape or form without permission from its creator.