

**NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES
BISMARCK, NORTH DAKOTA
August 29, 2013**

IM 5185

TO: County Social Service Directors
Economic Assistance Policy Regional Representatives
Economic Assistance Policy Quality Control Reviewers

FROM: Carol Cartledge, Director, Economic Assistance Policy

SUBJECT: Annual Changes in SNAP

PROGRAMS: SNAP

EFFECTIVE: October 1, 2013

RETENTION: Until Manualized

**SECTIONS
AFFECTED:** 430-05-30-30, Companion Households
430-05-50-10-03, 200% Gross Income
430-05-50-10-05, 130% Gross Income Limits
430-05-50-10-10, 100% Net Income Limits
430-05-55-05, Deductions
430-05-55-40, Shelter Costs
430-05-60-05, Calculating Income and Benefit Level
430-05-60-10, Initial Month Proration

The following changes in the gross and net income standards, mandatory utility standards, standard deduction, and maximum shelter deduction are effective October 1, 2013.

Table changes will be made at the State Office and a mass change will be run to unauthorize all SNAP cases for the benefit month of October. The above changes will be reflected in the case when October benefits are authorized.

Because the regular annual inflation adjustment in the thrifty food plan and minimum benefit would have resulted in a lesser amount, the temporary increase provided by the American Recovery and Reinvestment Act (ARRA) that was effective April 1, 2009 will remain in effect through **October 31, 2013** resulting in no change to the thrifty food plan and minimum benefit.

NOTE: The temporary increase in the thrifty food plan and minimum benefit provided by ARRA will sunset on October 31, 2013. These changes will also be implemented as a mass change and all SNAP cases will again be unauthorized for the benefit month of November 2013. A manual letter will be issued effective November 1, 2013, to implement the ARRA changes.

200% Gross Income Standards

The gross income standards at 430-05-50-10-03 are **changed** as follows:

HH Size	Maximum Income	HH Size	Maximum Income
1	\$1,916	9	\$7,276
2	2,586	10	7,946
3	3,256	11	8,616
4	3,926	12	9,286
5	4,596	13	9,956
6	5,266	14	10,626
7	5,936	15	11,296
8	6,606	Each Additional Member	+670

130% Gross Income Standards

The gross income standards at 430-05-50-10-05 are **changed** as follows:

HH Size	Maximum Income	HH Size	Maximum Income
1	\$1,245	9	\$4,730
2	1,681	10	5,166
3	2,116	11	5,602
4	2,552	12	6,038
5	2,987	13	6,474
6	3,423	14	6,910
7	3,858	15	7,346
8	4,294	Each Additional Member	+436

100% Net Income Standards

The net income standards at 430-05-50-10-10 are **changed** as follows:

HH Size	Maximum Income	HH Size	Maximum Income
1	\$958	9	\$3,638
2	1,293	10	3,973
3	1,628	11	4,308
4	1,963	12	4,643
5	2,298	13	4,978
6	2,633	14	5,313
7	2,968	15	5,648
8	3,303	Each Additional Member	+335

Companion Household Gross Monthly Income Limits

The companion household gross monthly income limits at 430-05-30-30 are **changed** as follows:

HH Size	Maximum Income	HH Size	Maximum Income
1	\$1,580	5	\$3,791
2	2,133	6	4,344
3	2,686	7	4,897
4	3,239	8	5,450
		Each Additional Member	+553

Mandatory Utility Standards

The mandatory utility standards at 430-05-55-40 are changed as follows:

Mandatory Utility Standards	
Standard -HLSU	\$590
Limited - LUSA	\$217
Minimum - MU	\$181
Telephone - TL	\$ 36 (TL did not change)

Standard Deductions

The standard deductions at 430-05-50-10-10, 430-05-55-05, and 430-05-60-05 are **changed** as follows.

HH Size	Standard Deduction	HH Size	Standard Deduction
1-3	\$152	5	\$191
4	\$163	6+	\$219

Maximum Allowable Shelter Deduction

The maximum allowable shelter deduction at 430-05-50-10-10 and 430-05-55-40 **changes to \$478**.

Simplified Reporting Households:

For simplified reporting households who report other changes during the calendar month of September, workers must use the benefit calculator to determine whether the changes will result in an increase in benefits from the amount the household received in September 2013 using the benefit calculator effective October 1, 2013. If the result is an increase in benefits for October 2013, the change must be made to increase October 2013 benefits.

Example:

A combination SNAP/MA household submits August paystubs on September 10, 2013. Using the benefit calculator the worker determines the paystubs along with the cost of living adjustments will result in an increase in benefits. These changes must be made to increase October 2013 benefits.

If the result is a decrease in benefits, than only the cost of living adjustments are used to increase benefits for October 2013. The remaining changes are not made as this would result in a decrease in benefits.

Example:

A combination SNAP/MA household submits August paystubs on September 10, 2013. Using the benefit calculator the worker determines the paystubs along with the cost of living adjustments will result in a decrease in benefits. When processing this case for October, the August paystubs are not used and the income remains unchanged. The case is authorized for October with the cost of living adjustments only.

REMINDER: SNAP Policy at 430-05-67-50 – Adequate Notice states:

Advance notice is not required for mass changes for adjustments to eligibility standards, benefits, deductions, utility standards, grant adjustments, changes in federal benefits and the annual SSA/SSI cost of living adjustments. Adequate notice must be provided.

The SNAP online benefit calculator is updated for the benefit month of October 2013 and is available at <https://www.nd.gov/dhs/snap/login.aspx>. The calculator will again be updated to reflect the ARRA changes for the benefit month of November and will be available October 1, 2013. **Please remember to select the correct month and year when using the calculator to ensure the accurate gross and net income standards, mandatory utility standards, standard deduction, and maximum shelter deduction are included in the calculation.**

The eligibility requirements, located on the County Intranet, will be updated to reflect the annual changes for the benefit month of October and will be available on September 1, 2013. The eligibility requirements will again be updated to reflect the ARRA changes for the benefit month of November and will be available October 1, 2013.

The benefit calculator available for public use on the DHS website will be updated once and include both the annual and ARRA changes. These changes will be made available November 1, 2013.

The DN1375 SNAP brochure and DN696 "SNAP: Simplified Reporting Household" will be updated once and include both the annual and ARRA changes. The DN1375 is presently being printed. We will let you know when the brochure is available for order. The DN 696 has been updated and is available for order (keep in mind that it is not effective until November 1, 2013).

The State Office will provide one mass media notice for both the annual and ARRA changes.