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Informational Letter

Section 1

Transmittal:	06-INF-07
To:	Local District Commissioners
Issuing Division/Office:	Division of Employment and Transitional Supports
Date:	February 16, 2006
Subject:	Changes in Expungement Procedures
Suggested Distribution:	Temporary Assistance Directors Food Stamp Directors EBT Coordinators Accounting Directors Staff Development Coordinators
Contact Person(s):	EBT Policy/Procedure: Bureau of EBT Services at 1-800-343-8859, ext. 3-0332 Fiscal Questions: Regions 1–4, Carolyn Oleyourryk, 1-800-343-8859, ext. 4-7549; e-mail to Carolyn.Oleyourryk@otda.state.ny.us Region 5, Michael Borenstein, (631) 854-9704; e-mail to Michael.Borenstein@otda.state.ny.us Region 6, Marian Borenstein, (212) 961-8250; e-mail to Marian.Borenstein@otda.state.ny.us
Attachments:	None
Attachment Available On – Line:	☐

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
00 ADM-8		381.2 387.2	7 CFR 274.12		Fiscal Reference FUFF dated 12/29/05

Section 2

I. Purpose

The purpose of this release is to inform local districts of a change in the way cash and Food Stamp (FS) benefits are expunged.

II. Background

With the implementation of EBT statewide in 2000, 00 ADM–8 outlined benefit expungement policy for both the cash assistance and FS programs. For both programs, the key expungement indicator was account activity. In the cash program, if there was no debit activity in the cash account for a period of 90 consecutive days, the entire amount of benefits remaining in the account would be expunged. In the FS program, if there was no debit activity in the FS account for a period of 270 consecutive days, the entire amount of benefits remaining in the account would be expunged. Under this expungement method, all benefits would expunge regardless of how long they had been available in the account.

III. Program Implications

As of November 18, 2005, New York State has changed from an account expungement method to a grant level expungement process. Expungement activity will still be triggered by lack of debit activity in an account for a designated period of time. However, rather than expunge all benefits in the account at the time of expungement, only those benefits that meet a certain age requirement will be expunged. Please note that while an account is in expungement status a recipient will still be able to access their account, and new authorized benefits can be deposited into the account.

<u>FS Benefits</u>

If the FS account is inactive (no debit activity) for a period of 270 consecutive days, an expungement process will be triggered. Only FS benefits that have been available in the account for at least 270 days will be expunged. This new method will mean that local districts will no longer need to be concerned about reissuance of expunged benefits that are less than 270 days old, as was the case under the old methodology. In the current process, expunged benefits will be at least 270 days old and will not be reissued. This change will ensure compliance with federal requirements.

<u>Cash Benefits</u>

If a cash account is inactive (no debit activity) for a period of 90 consecutive days, the expungement process will be initiated. Any benefit that has been available in the account for at least 90 days will be expunged. Benefits that are less than 90 days old will not be expunged. However, cash benefit reissuance policy outlined in 00 ADM-8, Section III A, has not changed. That policy specified that any expunged cash benefits issued prior to expiration of a timely and adequate notice to close a case must be replaced if so requested by the recipient.

A cash benefit will continue to have a lifetime limit of 180 days, regardless of the account activity status. In conjunction with account-triggered expungement, no discreet benefit will exist beyond 180 days of having become available to the recipient. This is a continuation of previous EBT cash policy.

Cash HEAP Benefits

A HEAP benefit issued to the cash account is subject to the same expungement rules as any other cash benefit. If the cash account goes into expungement status due to inactivity, any Heap benefit at least 90 days old will be expunged. The HEAP benefit may be reissued if the request for reissuance is made by September 30th of the program year for which the benefit was issued.

Issued By____

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