

DSS-4357EL

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WGIUPD

GENERAL INFORMATION SYSTEM

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DIVISION: Temporary Assistance

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TO: Local Commissioners, IM Directors, Food Stamp Directors, WMS/BICs
Coordinators, HEAP Liaisons

FROM: Patricia A. Stevens, Deputy Commissioner, DTA

SUBJECT: Additional HEAP Auto-Pay for Certain PA and FS Eligible
Households

EFFECTIVE DATE: June 17, 2000

CONTACT PERSON: HEAP Program: Western Regional Team at 1 (800) 343-8859
ext. 3-0332; Systems: WMS-Wayne Marquit at 1 (800)
343-8859, ext. 3-9779; Food Stamps: Eastern Regional
Team at 1 (800) 343-8859, ext. 3-1469.

This is to advise local districts that an additional HEAP automatic payment will be conducted for the 1999-2000 program on the week-end of June 17, 2000. HEAP payments will be authorized to HEAP eligible public assistance (PA) and food stamp (FS) households who have not yet received a regular HEAP benefit in that case during this program year 1999-2000. These Public Assistance and Food Stamp cases must be "active" on June 17, 2000, the date of the auto-pay. The auto-pay will include vulnerable and non-vulnerable cases. Local districts that authorize HEAP payments to PA and FS cases on the respective PA and FS case should continue authorizing these HEAP payments up until COB Friday, June 16, 2000, the week-end of the auto-pay.

This auto-pay is scheduled to be run the week-end of June 17, 2000. The same local district auto-pay option and process that was used for the auto-pay in December of 1999 will again be followed. The November 16, 1999 Dear WMS and BICS Coordinator(s) letter contains details about the auto-payment process. Local districts must process autopay cases (i.e., provide payments to eligible households and resolve their exceptions list) by July 31, 2000.

Local districts are reminded that FS households that receive any HEAP payment are automatically entitled to a full Standard Utility Allowance (SUA) in the calculation of their FS benefit. Some of the FS households included in the June 17, 2000 HEAP Auto-pay will have already been budgeted with a SUA for other reasons while some will be newly entitled to the SUA. Local districts must rebudget the food stamps using the SUA for those FS households newly entitled to it on the basis of this HEAP payment. Examiners must enter a SUA end date for these budgets. The SUA end date is 12 months from the date of the budget change. It is anticipated that this group will be limited to those households consisting of renters with heat included in the rent. Further information on identification of these households will be forthcoming in a WMS Coordinator Letter that will provide more detail on the June HEAP Auto-pay.

Any questions regarding this GIS should be referred to the above-referenced contact persons.