

FIELD OPERATIONS BUREAU

FOOD STAMP UNIT (FSU)

TRANSMITTAL NUMBER: 08-01

July 23, 2008

**TO: All Food Assistance Action Committee (FAAC)
Members and Field Operations Bureau (FOB) staff**

**SUBJECT/PURPOSE: Transitional Food Stamp (TFS) Program Policy
Change When a Household Member is Approved for
Benefits in Another Food Stamp Household**

**RELATED REFERENCE: ACL 08-22
Section 727.2 (last bullet) FNS Handbook 310**

SUPERSEDES: None

EFFECTIVE DATE: Upon Receipt

BACKGROUND:

According to Food Stamp Regulations 63-504.132(c) and ACIN I-75-05 (question 4), when a TFS HH member is approved for benefits in another food stamp household “the county must change the household’s allotment by reducing the number of persons in the household...the only change that would affect the household is loss of the member approved in the other household.” The Food Stamp Policy Bureau received notification that this policy is out of compliance with Section 727.2 of the FNS Handbook 310 and 7 CFR 273.12 (f) (4) (iii). Under Duplicate Participation in Section 727.2 of the FNS Handbook 310 when an individual leaves and is approved for benefits in another food stamp household that individual along with his/her income and deductible expenses must be removed from the TFS household to avoid possible duplicate participation.

INSTRUCTIONS:

Effective immediately, please review to the last bullet in Section 727.2 of the FNS Handbook 310 “Changes after the Initial Authorization of Transitional Benefits”. If the eligibility worker has acted upon the change and the action is in effect as of the review date, then the reviewer must determine the correctness of the new TFS amount in accordance with the procedures in Section 727.2.

When reviewing a TFS case, evaluate the eligibility worker’s documentation to determine if

an individual in the TFS household was approved in another food stamp household. If so, review the eligibility worker's budget to determine that the individual was removed from the TFS computations, along with his/her income and deductible expenses (if applicable). If the eligibility worker has failed to remove the individual, along with his/her income and his/her deductible expenses from the TFS budget, a variance would exist in this case. Or, if the individual was removed, but not his/her income and deductible expenses, a variance exists in this case.

INQUIRIES: **Cheryl Henderson,**
 Program Analyst

Original signed by Richard Trujillo

RICHARD TRUJILLO, Chief
Field Operations Bureau