

**DSS ADMINISTRATIVE LETTER NO. ECONOMIC SERVICES 5-2008
(Food and Nutrition Services)**

TO: County Directors of Social Services

ATTENTION: Food and Nutrition Services Managers and Supervisors

DATE: September 30, 2008

SUBJECT: Involuntary Debits to Stale/Dormant EBT Benefits as a
Method of Payment for Food and Nutrition Services
(FNS) Claims

EFFECTIVE: **October 1, 2008**

I. GENERAL INFORMATION

The purpose of this letter is to provide policy changes to county departments of social services on the procedures for involuntary debits to stale (or dormant) EBT benefits as a method of payment for FNS claims.

II. POLICY PROCEDURES

Recent passage of the Food, Energy, and Conversation Act of 2008 changes the definition of stale (or dormant) benefits. Current policy states that EBT benefits become stale (or dormant) when there has been no activity on the EBT card for 90 days or more. Effective October 1, 2008, EBT benefits will become stale (or dormant) when there has been no activity on the EBT card for six (6) months or more.

Stale EBT benefits may be applied to FNS claims when there has been no EBT card activity for six (6) months or more. Written notification of the county's intent to apply the stale benefits to the claim is required. Do not apply the benefits should the FNS unit object. If the FNS unit does not object to applying the stale benefits to the claim, proceed as instructed in Sections 810, 815, or 820 whichever applies, of the FNS Certification Manual.

III. IMPLEMENTATION INSTRUCTIONS

These procedures are effective October 1, 2008. Do not reduce an EBT card or apply any benefits that have been inactive less than six (6) months to a claim on October 1, 2008 or after regardless of when the notice of intent was mailed.

If you have any questions, please contact your Food and Nutrition Services & Energy Programs Representative.

Sincerely,



Dean Simpson, Chief
Economic Services Section

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