

**DSS ADMINISTRATIVE LETTER NO. ECONOMIC AND FAMILY SERVICES 9-2009  
(Food and Nutrition Services)**

**TO:** County Directors of Social Services

**ATTENTION:** Food and Nutrition Services Managers & Supervisors

**SUBJECT:** Exclusion of the \$25 Supplemental Weekly Unemployment Compensation Payment

**DATE:** November 20, 2009

**I. GENERAL INFORMATION**

On November 6, 2009, the President signed the Worker, Homeownership, and Business Assistance Act of 2009. This act requires the exclusion of the \$25 supplemental weekly Unemployment Compensation payment that was authorized by the American Recovery and Reinvestment Act of 2009 (ARRA). The purpose of this letter is to outline the procedures for handling this change.

**II. POLICY PROCEDURES**

Effective with the November 2009 benefits the additional \$25 UIB payments are excluded from calculation of income and resources of Food and Nutrition Services benefits.

**III. IMPLEMENTATION INSTRUCTIONS**

This policy is effective upon receipt. This change is effective with each application, recertification and active FNS case, which received November 2009 benefits.

All active FNS cases, which potentially include the additional \$25 per week unemployment benefits are identified by a Data Warehouse report, Potential Restorations Due to November 2009 UIB Changes. Re-calculate the household's benefits by removing the additional \$25 per week payments and restore any lost benefits back to November 2009.

It is possible that FNS benefits were denied or terminated for November 2009 due to excess income that included the additional \$25 UIB payment. These households may also be eligible for possible restoration of benefits. The attached information will be posted on the Division's website and is to be posted in all local DSS agencies.

If a household that was denied or terminated for November 2009 FNS benefits due to excess income contacts the local DSS agency regarding this change, the household's income must be re-evaluated. Complete a slow budget excluding the additional \$25 UIB payment. If the household is eligible, the application must

be reopened with the original application date and certified. Use the regulatory delay code on the DSS-8590 if the application exceeds the 30-day processing period due to this change in policy.

**Example 1:** Household of one applied for FNS on October 5, 2009. The household received UIB of \$250 plus the additional \$25 per week. The gross income of \$1,183 resulted in a denial of benefits on October 21, 2009. The household contacts the local DSS regarding possible restoration of benefits. A slaw budget is completed for the month of November removing the \$25 per week and the household is eligible for \$16.00. The application is reopened and the case is certified effective with November 2009.

**Example 2:** Household of two applied for FNS on October 14, 2009. The household received UIB benefits of \$300 per week plus the additional \$25 per week along with monthly child support benefits of \$430.00. The gross income of \$1,828 resulted in a denial of benefits on November 5, 2009. The household contacts the local DSS regarding a possible restoration of benefits. A slaw budget is completed using the household's income of \$1,720. The household remains ineligible due to excess gross income. The case file is documented and the application is not reopened.

**Example 3:** On December 3, 2009, a household of four is recertified effective January through June 2010. The household receives UIB benefits of \$175 plus the additional \$25 per week and received FNS benefits of \$455 for November and December 2009. A slaw budget is completed for November and December 2009 disregarding the additional \$25 per week benefits, the household is eligible for \$488, the household is eligible for an additional \$33 for November and December. The additional \$25 per week is not included in the ongoing benefits.

If you have any questions regarding this information, please contact the Economic and Family Services Help Desk at 919-334-1100 or by email at [DSS.EFSHD@dhhs.nc.gov](mailto:DSS.EFSHD@dhhs.nc.gov).

Sincerely,



Dean Simpson, Chief  
Economic and Family Services Section

DS:tb

Attachment