

**Combined Expedited Benefit Allotment
(May 15, 2012)**

(Food and Nutrition Services)

TO: County Directors of Social Services

ATTENTION: Food and Nutrition Services Managers and Supervisors

DATE: May 15, 2012

SUBJECT: Issuance of Combined Emergency Food and Nutrition Services Benefits in the NCFAST System.

EFFECTIVE: Upon receipt

I. GENERAL INFORMATION

This policy is for households with cases active in NCFAST.

Currently Food and Nutrition Services (FNS) policy allows that households entitled to expedited service are issued emergency benefits for the first month of the certification period.

The United States Department of Agriculture (USDA) recently clarified that a combined allotment of emergency benefits should be issued to households entitled to expedited service for the month of application and the following month **when the application is made after the 15th of the month.**

II. POLICY PROCEDURES

Households entitled to emergency benefits that apply after the 15th of the month, if determined eligible, will be issued a combined allotment of emergency FNS benefits for the month of application and the following month. Benefits for the third month will be issued following the normal issuance schedule. Normal processing time limits

If a household is not eligible for FNS benefits for the month of application, but is eligible for FNS benefits and qualifies for expedited service for the following month, deny benefits for the month of application and issue emergency benefits for the following month. These households will be issued only one month's emergency benefits regardless of the date of application.

When all necessary verifications are provided prior to certification, benefits for the third month will be issued following the normal issuance schedule. If verification is postponed, do not authorize the third month's allotment until all postponed verifications are provided. Refer to FNS policy section 320.06 for processing time requirements.

Note: Applications made between the 1st and 15th of the month will continue to receive the initial one month allotment. If verification is postponed, do not authorize the second month's allotment until all postponed verifications are provided. This rule applies even if the initial month's benefits prorate to zero.

III. IMPLEMENTATION INSTRUCTIONS

Apply this policy to applications processed in the NCFAST on or after May 21, 2012.

If you have any questions, please contact your Food and Nutrition Services & Energy Programs Regional Support Team directly via email.

Sincerely,

A handwritten signature in cursive script that reads "Dean Simpson".

Dean Simpson, Chief
Economic and Family Services Section

DS/tb