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**State of Wisconsin
Governor Jim Doyle**

**TO: Income Maintenance Supervisors
Income Maintenance Lead Workers
Income Maintenance Staff
W-2 Agencies
Workforce Development Boards
Job Center Leads and Managers
Training Staff
Child Care Coordinators**

**FROM: Vicki Jessup, Policy Section Chief
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BEPS/DFS OPERATIONS MEMO					
No: 10-51					
DATE: 07/01/2010					
FS	<input checked="" type="checkbox"/>	MA	<input type="checkbox"/>	BC+	<input type="checkbox"/>
SC	<input type="checkbox"/>	CTS	<input type="checkbox"/>	FSET	<input type="checkbox"/>
		BC+ CORE		<input type="checkbox"/>	
CC	<input type="checkbox"/>	W-2	<input type="checkbox"/>	EA	<input type="checkbox"/>
CF	<input type="checkbox"/>	JAL	<input type="checkbox"/>	JC	<input type="checkbox"/>
RAP	<input type="checkbox"/>	WIA	<input type="checkbox"/>	Other	<input type="checkbox"/> *
EP					

SUBJECT: FoodShare Eligibility for EBD Households

CROSS REFERENCE: FoodShare Handbook

EFFECTIVE DATE: IMMEDIATELY

PURPOSE:

The purpose of this Operations Memo is to inform local agencies of a change for EBD households who apply for FoodShare (FS) and have gross income that exceeds 200% of the federal poverty level.

BACKGROUND:

When Wisconsin implemented broad-based categorical eligibility (BBCE) the gross income limit of the program used to confer BBCE established a new gross income limit that all FoodShare households were required to meet. However, states with BBCE have recently been notified that households with elderly or disabled members who do not meet the BBCE gross income limit must be tested under regular SNAP rules. Under the regular SNAP program rules, these households have no gross income limit, but must meet a net income limit of 100% FPL, and are subject to an asset limit of \$3,000.

Data analysis suggests that this change in policy may impact approximately 20 FoodShare applications per month.

POLICY

Income

Effective immediately, households that include an elderly or disabled member with gross household income over 200% of the FPL must be tested for FS using the regular SNAP rules. Under the regular SNAP rules, these households have no gross income limit, but must have net income that does not exceed 100% FPL.

Assets

Households tested under the regular SNAP rules must have countable assets at or below \$3000. The FoodShare Handbook chapter 4.4 has been updated with the current policy regarding when to count or exempt assets.

CARES:

Until CARES can be updated to test eligibility under the regular SNAP rules when households with elderly and disabled members fail the gross income test, eligibility workers will have to use The FoodShare Wisconsin Worksheet (F-16033) to determine if the household meets the asset and net income test.

If the household is either over the asset limit or over the net income limit of 100% of the FPL, suppress the CARES notices and issue a manual negative notice along with a copy of the worksheet.

Use the following reason codes and citations on the negative notice:

ASSETS: The assets we counted for your household are over the program limit (7 CFR 273.8).

INCOME: The income we counted for your household is over the program limit. To learn more, please see the worksheet enclosed. (7 CFR 273.9)

If the household meets both the asset and the net income test, the income must be adjusted for the FS calculation to allow the household to pass the 200% gross test and issue the correct benefit. The worker will have to use the F-16033 to determine the adjusted income amount. Suppress the CARES generated notices and send a manual positive notice along with a copy of the worksheet.

In order to get the correct benefit issuance, the following CWW entries must be made:

Unearned Income:

For Social Security and SSI income that is auto updated, change the 'Income Available' question to a 'N'. Enter the actual income as OTMA and the adjusted FS amount as OTFS.

For unearned income that is not auto updated, enter the total gross income as OTMA and the adjusted FS amount as OTFS.

Earned Income:

Enter an override amount of '0' for the converted amount on the Earned Income page. Enter the adjusted FS income at OTFS on the unearned income page (be sure to deduct the 20% earned income disregard prior to entering OTFS).

Note: Change as few income pages as possible. For example, if a household has a high amount of SS income along with earned income, you may be able to adjust the income by only adjusting the SS income amount. (Indicate the SS is unavailable and enter the adjusted amount as OTFS).

CONTACTS:

BEPS CARES Information & Problem Resolution Center

*Program Categories – FS – FoodShare, MA – Medicaid, BC+ – BadgerCare Plus, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – FoodShare Employment and Training, BC+ Core – BadgerCare Plus Core, CF – Children First, EA – Emergency Assistance, JAL – Job Access Loan, JC - Job Center Programs, RAP – Refugee Assistance Program, WIA – Workforce Investment Act, Other EP – Other Employment Programs.

DHS/DHCAA/BEPS/LA