



STATE OF CONNECTICUT  
DEPARTMENT OF SOCIAL SERVICES  
UNIFORM POLICY MANUAL

Claudette J. Beaulieu, Deputy Commissioner

January 1, 2013

Effective Date

POLICY TRANSMITTAL NO: UP-13-02

SUBJECT: Minimum Monthly Needs Allowance and Base Shelter Amount Corrections

This transmittal amends UPM Procedure (P-5035.10) to reflect the current Minimum Monthly Needs Allowance (MMNA) and Base Shelter Amount (BSA). The current MMNA remains at \$1,891.25. The current BSA remains at \$567.38. Policy Transmittal No. 12-07 prematurely increased the MMNA and BSA. The MMNA and BSA are revised in July of each year.

INSTRUCTIONS FOR UPDATING THE UPM:

Remove and Recycle

Insert

P-5035.10

P-5035.10

DISPOSITION: This Policy Transmittal may be recycled once the UPM has been updated.

DISTRIBUTION: UPM list

RESPONSIBLE UNIT: Adult Support Unit, (860) 424-5250

Date Issued: 4-22-13

VSB

**CONNECTICUT DEPARTMENT OF SOCIAL SERVICES  
UNIFORM POLICY MANUAL**

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**Date:** 1-1-13

**Transmittal:** UP-13-02

**P-5035.10**

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**Section:**  
Treatment of Income

**Type:**  
PROCEDURES

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**Chapter:**  
Income Deductions

**Program:**  
MAABD

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**Subject:**  
Minimum Monthly Needs Allowance (MMNA)

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- P-5035.10
1. Calculate the shelter costs of the community spouse by adding:
    - rent costs or mortgage payments; and
    - real estate taxes; and
    - real estate insurance; and
    - the Food Stamp Standard Utility allowance (SUA).
  2. Determine the excess shelter allowance by subtracting \$567.38 from the amount calculated in step 1 (\$567.38 is 30% of \$1,891.25 which is 150% of the poverty level for two) (Cross-Reference: 5035.30).
  3. If the amount calculated in step 2 is greater than zero, go to step 5.
  4. If the amount calculated in step 2 is zero or less, use \$1,891.25 as the MMNA.
  5. Add the amount calculated in step 2 to \$1,891.25 (Cross-Reference 5035.30).
  6. If the amount calculated in step 5 is \$2,898.00 or less, use the actual amount as the MMNA.
  7. If the amount calculated in step 5 is greater than \$2,898.00, use \$2,898.00 as the MMNA.
  8. If a Fair Hearing decision requires a figure higher than those referred to in Steps 6 and 7, use the amount decided upon from the Fair Hearing decision.