

STATE OF CONNECTICUT  
DEPARTMENT OF SOCIAL SERVICES  
OFFICE OF LEGAL COUNSEL, REGULATIONS, AND ADMINISTRATIVE HEARINGS  
55 FARMINGTON AVENUE  
HARTFORD, CT 06105-3725

██████████ 2021  
Signature Confirmation

Case # ██████████  
Client # ██████████  
Request # 170705

NOTICE OF DECISION

PARTY

██████████  
██████████ ██████████ ██████████  
██

PROCEDURAL BACKGROUND

On ██████████ 2020, the Department of Social Services - (“the Department”) sent ██████████ (the “Appellant”) a Notice of Action (“NOA”) reducing the Supplemental Nutritional Assistance Program (SNAP) benefit from \$186.00 to \$16.00 effective ██████████, 2020 and closing out the SNAP effective ██████████, 2021.

On ██████████ 2020, the Appellant requested an administrative hearing to contest the amount of the SNAP benefits.

On ██████████ ██████████ 2020, the Office of Legal Counsel, Regulations, and Administrative Hearings (“OLCRAH”) issued a notice scheduling the administrative hearing for ██████████ 2021.

On ██████████ 6, 2021, the Appellant requested a re-schedule and it was granted.

On ██████████ 2021, OLCRAH issued a notice scheduling the administrative hearing for ██████████ 2021.

On ██████████, 2021, in accordance with sections 17b-60, 17-61 and 4-176e to 4-189 inclusive, of the Connecticut General Statutes, OLCRAH held an administrative hearing. The following individuals were present at the hearing:

██████████, Appellant  
Carmen Butler, Department’s Representative,  
Almelinda McLeod, Hearing Officer

### STATEMENT OF THE ISSUE

The issue to be decided is whether the Department correctly reduced the SNAP benefit amount effective [REDACTED] 2020 and discontinued the SNAP benefit amount effective [REDACTED], 2020.

### FINDINGS OF FACT

1. The Appellant was active on SNAP benefits receiving \$186.00 per month. (Hearing record)
2. The Appellant resides alone; he is a household of one. (Hearing record)
3. The Appellant is [REDACTED] years old and receives Social Security retirement benefit of \$624.00; the Appellant is not disabled. (Hearing record and Appellant testimony)
4. On [REDACTED], 2020, the Department received the Appellant's Qualified Medicare Beneficiaries ("QMB") renewal form where he reported income from [REDACTED]. (Hearing summary)
5. On [REDACTED], 2020, the Department processed the QMB renewal and updated his earnings from [REDACTED]. The Department used the following bi-weekly income to calculate his income.

Date	Gross wages
[REDACTED] 20	\$444.00
[REDACTED] 20	\$493.80
Total: divided by 2 x 2.15 =	$\$937/80/2 = \$468.90 \times 2.15 = \$1008.13$

- (Hearing summary)
6. The Department afforded the Appellant a standard deduction of \$167.00 for a household of one.
  7. The Appellant has a rental obligation of \$500.00 per month and pays for utilities separately. (Hearing record)
  8. The Department afforded the Appellant the Standard Utility allowance of \$736.00. (hearing record)
  9. The Department determined the earned income from [REDACTED] plus his social security income reduced the Appellant's SNAP benefit amount from

\$186.00 to \$16.00 effective [REDACTED] 2020. (Hearing summary & Exhibit 1, Case note)

10. On [REDACTED] 2020, the Department received the Appellant's SNAP renewal and processed it. Through the Work Number verifier, the Department updated the Appellant's bi-weekly gross wages as:

Date	Gross wages
[REDACTED] 20	\$695.25
[REDACTED] 20	\$580.50
Total: divided by 2 x 2.15 =	$\$1275.75/2=637.86 \times 2.15= \$1371.39$

(Hearing summary & Exhibit 1)

11. The Department determined the Appellant was not eligible for SNAP benefits due to excess income. (Hearing summary)
12. On [REDACTED] 2020, the Department issued a NOA informing the Appellant that the SNAP amount was reduced from \$186.00 to \$16.00 effective [REDACTED] 2020 and the SNAP was closed effective [REDACTED], 2021 because the monthly net income exceeded the income limit for the SNAP program. (Hearing summary, Exhibit #6, NOA)
13. On [REDACTED], 2020, the Appellant requested an administrative hearing because he doubts the math used in the SNAP calculation. The Appellant would like to continue to receive the \$16.00 minimum SNAP benefit amount. (Exhibit A and Appellant testimony)
14. The issuance of this decision is timely under the Code of Federal Regulations § 273.15 which states that a decision must be reached, and the household notified within 60 days of receipt of a request for a fair hearing. The Appellant requested an administrative hearing on [REDACTED] 2021, and with a 24-day delay in the closing of the hearing due to re-schedule request from the Appellant, this decision is due no later than [REDACTED] 2021 and is therefore timely.

### **CONCLUSIONS OF LAW**

1. Section 17b-2 (7) of the Connecticut General Statutes, provides the Department of Social Services is designated as the state agency for the administration of the Supplemental nutrition assistance program pursuant to the Food and Nutrition Act of 2008.
2. Title 7 of the CFR § 273.2 (j) (2) (E) (ii) provides the State agency, at its option, may extend categorical eligibility to the following households only if

doing so will further the purposes of the Food Stamp Act: (A) Any household (except those listed in paragraph (j)(2)(vii) of this section) in which all members receive or are authorized to receive non-cash or in-kind services from a program that is less than 50 percent funded with State money counted for MOE purposes under Title IV-A or Federal money under Title IV-A and that is designed to further purposes one and two of the TANF block grant, as set forth in Section 401 of P.L. 104-193. States must inform FNS of the TANF services under this paragraph that they are determining to confer categorical eligibility.

3. Title 7 of the CFR § 273.1(a) provides for the general household definition which states, in part, that a household is composed of one of the following individuals or groups of individuals: (1) An individual living alone; (2) An individual living with others, but customarily purchasing food and preparing meals for home consumption separate and apart from others; or (3) a group of individuals who live together and customarily purchase food and prepare meal together for home consumption.

**The Department correctly determined this is a household of one.**

4. Title 7 of the CFR § 273.9 (a) provides that participation in the program shall be limited to those households whose incomes are determined to be a substantial limiting factor in permitting them to obtain a more nutritious diet. Households which contain an elderly or disabled member shall meet the net income eligibility standards for the Food Stamp Program. Households which do not contain an elderly or disabled member shall meet both the net income eligibility standards and the gross income eligibility standards for the Food stamp Program. Households which are categorically eligible as defined in § 273.2 (j) (2) or 273.2 (j) (4) do not have to meet either the gross or net income eligibility standards. The net and gross income eligibility standards shall be based on the Federal Income poverty levels established as provided in section 673 (2) of the Community Services Block Grant Act (42 U.S.C. 9902 (2)).
5. Title 7 CFR § 271.2 provides for the definition of *elderly or disabled member* to include individuals who are 60 years of age or older.
6. Title 7 of the CFR §273.9 (a) (2) (i) provides the net income eligibility standards for SNAP as follows : The income eligibility standards for the 48 contiguous States and the District of Columbia, Guam and the Virgin Islands shall be Federal income poverty levels for the 48 contiguous state and the District of Columbia.
7. Title 7 of the CFR §273.9 (a) (3) the income eligibility limits, as described in this paragraph, are revised each October 1 to reflect the annual

adjustment to the Federal income poverty guidelines for the 48 States and the District of Columbia, for Alaska, and for Hawaii.

8. **The SNAP Poverty net income guideline (100% of the FPL) effective [REDACTED] 2020 for a household of one is \$12,760.00, which converted equals to \$1064.00, rounded up. [ $\$12,760 / 12 \text{ months} = \$1063.333$ ]**

**The Department correctly determined the Appellant is elderly as he met the age requirement of [REDACTED] years old and therefore must meet the net income standard.**

9. Title 7 of the CFR § 273.9 (b) (1) provides the definition of income. Household income shall mean all income from whatever source excluding only items specified in paragraph (c) of this section. Earned income shall include all wages and salaries of an employee.
10. Title 7 of the CFR § 273.9 (b) (2) (ii) pertains to Unearned income which shall include , but not be limited to: Annuities; pensions; retirement, veteran's, or disability benefits; workers or unemployment compensation including any amounts deducted to repay claims for intentional program violations as provided in §272.12; old-age, survivors, or social security benefits; strike benefits; foster care payments for children or adults who are considered members of the household; gross income minus the cost of doing business derived from rental property in which a household member is not actively engaged in the management of the property at least 2hours a week.

**The Department correctly determined that the Appellant's wages from [REDACTED] is earned income.**

**The Department correctly determined that the Appellant's Social Security income is unearned income.**

**The Department correctly included both [REDACTED] wages and the Social Security incomes when calculating the SNAP benefits for the household of one.**

11. Title 7 of the CFR § 273.10 (c) (2) (i) provides that income anticipated during the certification period shall be counted as income only in the month it is expected to be received unless the income is averaged. Whenever a full month's income is anticipated but is received on a weekly or biweekly basis, the State agency shall convert the income to a monthly amount by multiplying weekly amounts by 4.3 and biweekly amounts by 2.15, use the State Agency's PA conversion standard, or use the exact monthly figure if it can be anticipated for each month of the certification period. Nonrecurring

lump-sum payments shall be counted as a resource starting in the month received and shall not be counted as income.

12. UPM 5025.05 (B) (1) provides that if income is received on a monthly basis, a representative monthly amount is used as the estimate of income.

**The Department correctly converted the Appellant's [REDACTED] bi-weekly income to a monthly amount by multiplying weekly amounts by 2.15.**

Date	Gross wages
[REDACTED]/20	\$695.25
[REDACTED] 20	\$580.50
Total: divided by 2 x 2.15 =	$\$1275.75/2=637.87 \times 2.15=$ <b>\$1371.42</b>

**The Department correctly determined the Appellants Social Security ("SA") monthly gross income as \$624.00.**

**The monthly gross income is \$1995.42. [ $\$1371.42 + \$624.00SA$ ]**

13. Title 7 CFR § 273.9 (d) (2) pertains to the earned income deduction. Twenty percent of gross earned income as defined in paragraph (b) (1) of this section. Earnings excluded in paragraph (c) of this section shall not be included in gross earned income for purposes of computing the earned income deduction, except that the State agency must count any earnings used to pay child support that were excluded from the household's income in accordance with the child support exclusion in paragraph (c) (17) of this section.

**The Department correctly determined 20% of the Appellant's earned income ("EI") of \$1371.42 was \$274.28. [ $\$1371.42 \times .20$ ]**

**The Department correctly determined the Adjusted EI as \$1097.14. [ $\$1371.42 - \$274.28$ ]**

**The Department correctly determined the Appellant's total income was \$1721.14. [ $\$1097.00 EI + \$624.00 SA = \$1721.14$ ]**

14. Title 7 CFR § 273.9 (d) (1) (i) pertains to a **standard deduction** in 48 States, District of Columbia, Alaska, Hawaii, and the Virgin Islands and provides, in part, Effective October 1, 2002, in the 48 States and the District of Columbia, Alaska, Hawaii, and the Virgin Islands, the standard deduction for household sizes one through six shall be equal to 8.31 percent of the monthly net income eligibility standard for each household size established under paragraph (a) (2) of this section rounded up to the nearest whole dollar. For household sizes greater than six, the standard deduction shall be equal to the standard deduction for a six-person household.

**The Department correctly applied the \$167.00 standard deduction.**

**The amount of the Appellant's household adjusted gross income ("AGI") is \$1554.14. (\$1721.14 – \$167.00).**

15. CFR § 273.9 (d) (3) pertains to **allowable medical expenses** and provides, in part, that portion of medical expenses in excess of \$35 per month, excluding special diets, incurred by any household member who is elderly or disabled as defined in § 271.20. Allowable medical costs are:

(i) Medical and dental care including psychotherapy and rehabilitation services provided by a licensed practitioner authorized by State law or other qualified health professional.

(ii) Hospitalization or outpatient treatment, nursing care, and nursing home care including payments by the household for an individual who was a household member immediately prior to entering a hospital or nursing home provided by a facility recognized by the State.

(iii) Prescription drugs, when prescribed by a licensed practitioner authorized under State law, and other over-the-counter medication (including insulin), when approved by a licensed practitioner or other qualified health professional.

(A) *Medical supplies and equipment.* Costs of medical supplies, sick-room equipment (including rental) or other prescribed equipment are deductible.

(B) *Exclusions.* The cost of any Schedule I controlled substance under The Controlled Substances Act, 21 U.S.C. 801 *et seq.*, and any expenses associated with its use, are not deductible.

(iv) Health and hospitalization insurance policy premiums. The costs of health and accident policies such as those payable in lump sum settlements for death or dismemberment or income maintenance policies such as those that continue mortgage or loan payments while the beneficiary is disabled are not deductible.

(v) Medicare premiums related to coverage under Title XVIII of the Social Security Act; any cost-sharing or spend down expenses incurred by Medicaid recipients; (vi) Dentures, hearing aids, and prosthetics.

(vii) Securing and maintaining a seeing eye or hearing dog including the cost of dog food and veterinarian bills.

(viii) Eyeglasses prescribed by a physician skilled in eye disease or by an optometrist.

(ix) Reasonable cost of transportation and lodging to obtain medical treatment or services.

(x) Maintaining an attendant, homemaker, home health aide, or childcare services, housekeeper, necessary due to age, infirmity, or illness. In addition, an amount equal to the one-person benefit allotment shall be deducted if the household furnishes the majority of the attendant's meals. The allotment for this meal related deduction shall be that in effect at the time of initial certification. The State agency is only required to update the allotment amount at the next scheduled recertification; however, at their option, the State agency may do so earlier. If a household incurs attendant care costs that could qualify under both the medical deduction of §273.9(d) (3) (x) and the dependent care deduction of §273.9(d) (4), the costs may be deducted as a medical expense or a dependent care expense, but not both.

**The Appellant did not provide medical receipts towards the calculation of SNAP benefits *prior* to the Departments' calculation of SNAP benefits; therefore, not eligible for a medical deduction at this time.**

16. Title 7 CFR § 273.9 (d) (6) (ii) provides, in part, for excess shelter deduction. Monthly shelter in excess of 50 percent of the household's income after all other deductions in paragraphs (d) (1) through (d) (5) of this section have been allowed. If the household does not contain an elderly or disabled member, as defined in §271.2 of this chapter, the shelter deduction cannot exceed the maximum shelter deduction limit established for the area. FNS will set the maximum monthly excess shelter expense deduction limits for fiscal year 2002 and future years by adjusting the previous year's limits to reflect changes in the shelter component and the fuels and utilities component of the Consumer Price Index for All Urban Consumers for the 12 month period ending the previous November 30. FNS will notify State agencies of the amount of the limit. Only the following expenses are allowable shelter expenses:

(A) Continuing charges for the shelter occupied by the household, including rent, mortgage, condo and association fees, or other continuing charges leading to the ownership of the shelter such as loan repayments for the purchase of a mobile home, including interest on such payments.

(B) Property taxes, State and local assessments, and insurance on the structure itself, but not separate costs for insuring furniture or personal belongings.



(C) The cost of fuel for heating; cooling (i.e., the operation of air conditioning systems or room air conditioners); electricity or fuel used for purposes other than heating or cooling; water; sewerage; well installation and maintenance; septic tank system installation and maintenance; garbage and trash collection; all service fees required to provide service for one telephone, including, but not limited to, basic service fees, wire maintenance fees, subscriber line charges, relay center surcharges, 911 fees, and taxes; and fees charged by the utility provider for initial installation of the utility. One-time deposits cannot be included.

(D) The shelter costs for the home if temporarily not occupied by the household because of employment or training away from home, illness, or abandonment caused by a natural disaster or casualty loss. For costs of a home vacated by the household to be included in the household's shelter costs, the household must intend to return to the home; the current occupants of the home, if any, must not be claiming the shelter costs for SNAP purposes; and the home must not be leased or rented during the absence of the household.

(E) Charges for the repair of the home which was substantially damaged or destroyed due to a natural disaster such as a fire or flood. Shelter costs shall not include charges for repair of the home that have been or will be reimbursed by private or public relief agencies, insurance companies, or from any other source.

**17. The Department correctly counted Appellant's \$500.00 rental obligation.**

18. Title 7 CFR 273.9(d) (6) (iii) pertains to the **standard utility allowance** and provides, in part,

(A) With FNS approval, a State agency may develop the following standard utility allowances (standards) to be used in place of actual costs in determining a household's excess shelter deduction: an individual standard for each type of utility expense; a standard utility allowance for all utilities that includes heating or cooling costs (HCSUA); and, a limited utility allowance (LUA) that includes electricity and fuel for purposes other than heating or cooling, water, sewerage, well and septic tank installation and maintenance, telephone, and garbage or trash collection.

(B) The State agency must review the standards annually and make adjustments to reflect changes in costs, rounded to the nearest whole dollar.

(C) A standard with a heating or cooling component must be made available to households that incur heating or cooling expenses separately from their rent or mortgage and to households that receive direct or

indirect assistance under the Low Income Home Energy Assistance Act of 1981 (LIHEAA).

(D) At initial certification, recertification, and when a household moves, the household may choose between a standard or verified actual utility costs for any allowable expense identified in paragraph (d)(6)(ii)(C) of this section (except the telephone standard), unless the State agency has opted, with FNS approval, to mandate use of a standard. The State agency may require use of the telephone standard for the cost of basic telephone service even if actual costs are higher. Households certified for 24 months may also choose to switch between a standard and actual costs at the time of the mandatory interim contact required by §273.10(f)(1)(i) if the State agency has not mandated use of the standard.

(E) A State agency may mandate use of standard utility allowances for all households with qualifying expenses if the State has developed one or more standards that include the costs of heating and cooling and one or more standards that do not include the costs of heating and cooling, the standards will not result in increased program costs, and FNS approves the standard.

(F) If a household lives with and shares heating or cooling expenses with another individual, another household, or both, the State agency shall not prorate the standard for such households if the State agency mandates use of standard utility allowances in accordance with paragraph (d)(6)(iii)(E) of this section. The State agency may not prorate the SUA if all the individuals who share utility expenses but are not in the SNAP household are excluded from the household only because they are ineligible.

The Standard Utility Allowance (“SUA”) effective October 2020 was \$736.00.

**The Department correctly applied the SUA towards the SNAP benefit.**

19. UPM § 5035.15 (F) (10) provides that for those units, which do not have any members who are elderly or disabled, a maximum shelter hardship is revised annually effective October 1. The Maximum Shelter hardship effective October 2018 is \$552.00.

**The Department correctly determined the Appellant’s shelter costs were \$1236.00 (\$500.00 rent + \$736.00 SUA).**

**The Department correctly determined 50% of the AGI was \$777.07. (\$1554.14 AGI x.5)**

**The Department correctly determined the shelter hardship (“S.H.”) was \$458.93. (\$1236.00 shelter costs - \$777.07 [50% of the AGI])**

20. Title 7 CFR §273.10 (e) (2) (i) (A) provides households which contain an elderly or disabled member as defined in §271.2, shall have their net income, as calculated in (e) (1) of this section (except for households considered destitute in accordance with paragraph (e) (3) of this section), compared to the monthly income eligibility standards defined in §273.9(a)(2) for the appropriate household size to determine eligibility for the month.

**The Department correctly determined the Appellant’s net adjusted income (“NAI”) as \$1095.21. (\$1554.14 AGI - \$458.93 S.H.)**

21. Title 7 CFR 273.10 (e) (2) (ii) (A) (1) provides for the monthly SNAP benefit calculation. Except as provided in paragraphs (a)(1), (e)(2)(iii) and (e)(2)(vi) of this section, the household’s monthly allotment shall be equal to the maximum SNAP allotment for the household’s size reduced by 30 percent of the household’s net monthly income as calculated in paragraph (e)(1) of this section. If 30 percent of the household’s net income ends in cents, the State agency shall round the 30 percent of net income up to the nearest higher dollar.

**The Department correctly determined that 30% of the Appellant’s NAI rounded up, was \$329.00. (\$1095.21 NAI x .30 = \$328.56)**

22. The Thrifty Food Plan standards vary according to the size of the assistance units and are uniform statewide for assistance unit of equal size.” UPM § 4535.10(A)(2)
23. “The standard of assistance for a qualified assistance unit with no applied income is the Thrifty Food Plan amount for the appropriate assistance unit size as established by the USDA. The Thrifty Food Plan amounts are revised annually effective October 1.” UPM § 4535.10(B)
24. Effective [REDACTED] 2020 through [REDACTED] 2021 the maximum SNAP allotment for the 48 states and District of Columbia for a household of one is \$204.00 and the minimum SNAP allotment for a household of 1 or 2 is \$16.00. (United States Department of Agriculture, Food and Nutrition Services, Fiscal Year (FY) 2021 Maximum Allotments and Deductions, [www.fns.usda.gov/snap](http://www.fns.usda.gov/snap), Memorandum SNAP – Fiscal Year 2021 Cost-of-Living Adjustments, [REDACTED] 2020)
25. Effective [REDACTED] 2021 the Appellant’s SNAP benefits are computed as follows:

**SNAP BENEFIT CALCULATION**

<b>INCOME</b>	
Earned Income (EI)	\$1371.42
Less 20%	-\$274.28
<b>Total</b>	<b>\$1097.14</b>
Plus, Unearned Income (SA)	+\$624.00
<b>Total</b>	<b>\$1721.14</b>
Less standard deduction	-\$167.00
<b>Adjusted gross income (AGI)</b>	<b>\$1554.14</b>
<b>SHELTER COSTS</b>	
Rent	\$500.00
SUA	+\$736.00
<b>Total shelter costs</b>	<b>\$1236.00</b>
<b>SHELTER HARDSHIP (S.H.)</b>	
Shelter costs	\$1236.00
Less 50% of adjusted gross income (AGI) (1554.14 x .5)	-\$777.07
	\$458.93
<b>Total shelter hardship</b>	<b>\$458.93</b>
	(Cannot exceed \$586 unless elderly or disabled)
<b>ADJUSTED NET INCOME (ANI)</b>	
Adjusted gross income (AGI)	\$1554.14
Less shelter hardship (S.H.)	-\$458.93
<b>Net Adjusted Income (NAI)</b>	<b>\$1095.21</b>
<b>BENEFIT CALCULATION</b>	
Thrifty Food Plan for # Person/s	\$204.00
Less 30% of NAI, rounded up (1095.21 x .30)	-329.00
SNAP benefit amount	\$0.00
Minimum SNAP benefit	\$16.00

26. Title 7 CFR § 273.10 (E) (2) (ii) (c) provides that except during an initial month, all eligible one person and two -person households shall receive minimum monthly allotments equal to the minimum benefit. The minimum benefit is 8 percent of the maximum allotment for a household of one, rounded to the nearest whole dollar. (Thrifty Food Plan for one = \$204.00 x .08= \$16.32)

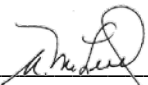
27. The Department incorrectly closed out the SNAP benefits as Appellant is eligible for the \$16.00 minimum benefit effective [REDACTED] 2021.

**DECISION**

The Appellant's appeal is GRANTED.

**ORDER**

1. Please grant the minimum benefit amount of \$16.00 effective [REDACTED] 2021 to the Appellant.
2. Compliance with this order is due no later than [REDACTED] 2021.

  
\_\_\_\_\_  
Almelinda McLeod  
Hearing Officer

CC: Yecenia Acosta, SSOM, Bridgeport  
Tim Latifi, SSOM, Bridgeport  
Carmen Butler, Fair Hearing liaison, Bridgeport

### **RIGHT TO REQUEST RECONSIDERATION**

The appellant has the right to file a written reconsideration request within **15** days of the mailing date of the decision on the grounds there was an error of fact or law, new evidence has been discovered or other good cause exists. If the request for reconsideration is granted, the appellant will be notified within 25 days of the request date. No response within **25** days means that the request for reconsideration has been denied. The right to request a reconsideration is based on §4-181a(a) of the Connecticut General Statutes.

Reconsideration requests should include specific grounds for the request: for example, indicate what error of fact or law, what new evidence, or what other good cause exists.

Reconsideration requests should be sent to: Department of Social Services, Director, Office of Legal Counsel, Regulations, and Administrative Hearings, 55 Farmington Avenue, Hartford, CT 06105.

### **RIGHT TO APPEAL**

The appellant has the right to appeal this decision to Superior Court within 45 days of the mailing of this decision, or 45 days after the agency denies a petition for reconsideration of this decision, provided that the petition for reconsideration was filed timely with the Department. The right to appeal is based on §4-183 of the Connecticut General Statutes. To appeal, a petition must be filed at Superior Court. A copy of the petition must be served upon the Office of the Attorney General, 165 Capitol Ave, Hartford, CT 06106 or the Commissioner of the Department of Social Services, 55 Farmington Avenue, Hartford, CT 06105. A copy of the petition must also be served on all parties to the hearing.

The **45**-day appeal period may be extended in certain instances if there is good cause. The extension request must be filed with the Commissioner of the Department of Social Services in writing no later than **90** days from the mailing of the decision. Good cause circumstances are evaluated by the Commissioner or his designee in accordance with §17b-61 of the Connecticut General Statutes. The Agency's decision to grant an extension is final and is not subject to review or appeal.

The appeal should be filed with the clerk of the Superior Court in the Judicial District of New Britain or the Judicial District in which the appellant resides.