

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

■■■ ■■■ 2024  
Signature Confirmation

Client ID ■■■■■■■■  
Case ID ■■■■■■■■  
Request # 239830

**NOTICE OF DECISION**

**PARTY**

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**PROCEDURAL BACKGROUND**

On ■■■■ ■■ 2024 the Department of Social Services (the "Department") sent ■■■■■■■■ (the "Appellant") a Notice of Action ("NOA") notifying her that her benefits under the Supplemental Nutrition Assistance Program ("SNAP") remain at \$23.00 per month after the Department completed a review of her benefits.

On ■■■■ ■■ 2024, the Appellant requested an administrative hearing to contest the calculation of her SNAP benefits as determined by the Department.

On ■■■■ ■■ 2024, the Office of Legal Counsel, Regulations, and Administrative Hearings ("OLCRAH") issued a notice scheduling the administrative hearing for ■■■■ ■■ 2024.

On ■■■■ ■■ 2024, in accordance with sections 17b-60, 17b-61 and 4-176e to 4-189 inclusive of the Connecticut General Statutes, OLCRAH held an administrative hearing via teleconference at the Appellant's request.

The following individuals called in for the hearing:

■■■■■■■■■ Appellant  
Rosalie Bertolini, Department Representative  
Lisa Nyren, Fair Hearing Officer

## **STATEMENT OF THE ISSUE**

The issue to be decided is whether the Department's actions to adjust the Appellant's SNAP benefits effective [REDACTED] [REDACTED] 2024 as \$291.00 based on a [REDACTED] [REDACTED] 2024 reported income change is correct.

## **FINDINGS OF FACT**

1. The Appellant receives benefits under the SNAP for herself, a household of one in the amount of \$23.00 per month. (Stipulated)
2. On [REDACTED] [REDACTED] 2024 at 3:19 pm, the Appellant submitted an online change report notifying the Department that her unemployment compensation benefits ("UCB") ended on [REDACTED] [REDACTED] 2024. (Exhibit 1: Online Change Report)
3. On [REDACTED] [REDACTED] 2024, the Department received the Appellant's online change report informing the Department of the termination of UCB. (Exhibit 1: Online Change Report)
4. On [REDACTED] [REDACTED] 2024, the Appellant telephoned the Department and inquired on the status of her online change report. The Department advised the Appellant to submit proof of the termination of UCB. (Exhibit 6: Case Notes)
5. On [REDACTED] [REDACTED] 2024 and [REDACTED] [REDACTED] 2024, the Appellant telephoned the Department and inquired on the status of her benefits several times. (Exhibit 6: Case Notes)
6. On [REDACTED] [REDACTED] 2024, the Department issued the Appellant a Notice of Action informing her that her SNAP benefits remained as \$23.00 for [REDACTED] 2024, [REDACTED] 2024, and [REDACTED] 2024 through [REDACTED] [REDACTED] 2026. The notice listed the Appellant's source of income as UCB \$459.00 per week, rent as \$525.00 per month, and utility costs as varies monthly. (Exhibit 2: Notice of Action, Exhibit 4: SNAP Federal Income Test, Exhibit 5: SNAP Federal Income Test)
7. On [REDACTED] [REDACTED] 2024, the Department received UCB claim summary document from the Appellant confirming UCB claim period start date as [REDACTED] [REDACTED] 2023, claim period end date as [REDACTED] [REDACTED] 2024, weekly benefit \$459.00, maximum benefit of \$11,934.00, and balance \$00.00. "Your weekly certification for [REDACTED]/[REDACTED]/2024 was processed on [REDACTED]/[REDACTED]/2024 but was not paid because you have exhausted your benefits for this claim period." Reference chart. (Exhibit 3: UCB Claim Summary, Exhibit 6: Case Notes, and Appellant Testimony)

Start date	End date	Pay date	UCB Benefit Paid
█/█/24	█/█/24	█/█/24	\$459.00
█/█/24	█/█/24	█/█/24	\$459.00
█/█/24	█/█/24	█/█/24	\$459.00
█/█/24	█/█/24	█/█/24	\$459.00
█/█/24	█/█/24	█/█/24	\$369.00
█/█/24	█/█/24	█/█/24	Exhausted Benefits

8. On █ █ 2024, the Appellant requested an administrative hearing to contest the calculation of her SNAP benefit as \$23.00 and the Department's failure to act on the change in her income that she reported on █ █ 2024. (Hearing Record)
9. On █ █ 2024 and █ █ 2024, the Appellant telephoned the Department and inquired on the status of her benefits. (Exhibit 6: Case Notes)
10. On █ █ 2024, the Department spoke with the Appellant. The Department reviewed the UCB claim summary document and determined the Appellant qualified for \$291.00 per month SNAP benefit beginning █ █ 2024. (Exhibit 6: Case Notes and Exhibit 7: Notice of Action)
11. On █ █ 2024, the Department issued the Appellant a Notice of Action informing her that her SNAP benefits would increase to \$291.00 beginning █ █ 2024. (Exhibit 7: Notice of Action)
12. On █ █ 2024, the Department spoke with the Appellant. The Department reviewed the UCB claim summary document again and determined the Appellant qualified for \$291.00 per month SNAP benefit effective █ █ 2024. Because the Appellant already received \$23.00 under the SNAP for █ 2024, the Department issued an underpayment benefit of \$268.00 on █ █ 2024. Total benefit issued for █ 2024 equaled \$291.00.  $\$23.00 + \$268.00 = \$291.00$ . (Exhibit 6: Case Notes and Exhibit 8: Email Chain)
13. On █ █ 2024, the Department approved the Appellant's application for financial assistance under the State Administered General Assistance ("SAGA") program effective █ █ 2024 qualifying for \$245.00 per month for █ and \$255.00 beginning █ █ 2024. (Department Representative Testimony)
14. The Appellant seeks an increase in her monthly SNAP benefit because she reported and verified the termination of UCB timely. (Appellant Testimony)

15. The issuance of this decision is timely under Title 7 Section 273.15(c) of the Code of Federal Regulations, which requires that a decision be issued within 60 days of the request for an administrative hearing. The Appellant requested an administrative hearing on ██████ 2024. Therefore this decision is due not later than ██████ 2024.

### **CONCLUSIONS OF LAW**

1. Section 17b-2(7) of the Connecticut General Statutes provides as follows:

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 Section 273.12(a)(5) of the Code of Federal Regulations (“C.F.R.”) provides in pertinent part:

The State agency may establish a simplified reporting system in lieu of the change reporting requirement specified under paragraph (a)(1) of this section.

“A State agency that chooses to use simplified reporting procedures in accordance with this section must state in its State plan of operation that it has implemented simplified reporting and specify the types of households to whom the reporting requirement applies.”<sup>1</sup> 7 C.F.R. § 273.12(a)(5)(vii)

3. Federal regulation provides as follows:

The State agency must act when the household reports that its gross monthly income exceeds the gross monthly income limit for its household size. For other changes, the State agency need not act if the household reports a change for another public assistance program in which it is participating and the change does not trigger action in that other program but results in a decrease in the household’s SNAP benefit. The State agency must act on all other changes reported by a household outside of a periodic report in accordance with one of the following two methods: The State agency must act on any change in household circumstances in accordance with paragraph (c) of this section.

7 C.F.R. § 273.12(a)(5)(vi)(A)

Federal regulation provides as follows:

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<sup>1</sup> Connecticut’s State Plan of Operation provides that all SNAP EDGs follow simplified reporting policy. EDG: Eligibility Determination Groups are groups of individuals in a case who are included when determining eligibility and benefits for each requested program. CT SNAP Policy Manual

The State agency shall take prompt action on all changes to determine if the change affects the household's eligibility or allotment. However, the State agency has the option to disregard a reported change to an established deduction in accordance with paragraph (c)(4) of this section. If a household reports a change in income, and the new circumstance is expected to continue for at least one month beyond the month in which the change is reported, the State agency may act on the change in accordance with paragraphs (c)(1) and (c)(2) of this section. The time frames in paragraphs (c)(1) and (c)(2) of this section apply to these actions. During the certification period, the State agency shall not act on changes in the medical expenses of households eligible for the medical expense deduction which it learns of from a source other than the household and which, in order to take action, require the State agency to contact the household for verification. The State agency shall only act on those changes in medical expenses that it learns about from a source other than the household if those changes are verified upon receipt and do not necessitate contact with the household. Even if there is no change in the allotment, the State agency shall document the reported change in the casefile, provide another change report form to the household, and notify the household of the receipt of the change report. If the reported change affects the household's eligibility or level of benefits, the adjustment shall also be reported to the household. The State agency shall also advise the household of additional verification requirements, if any, and state that failure to provide verification shall result in increased benefits reverting to the original allotment. The State agency shall document the date a change is reported, which shall be the date the State agency receives a report form or is advised of the change over the telephone or by a personal visit. Restoration of lost benefits shall be provided to any household if the State agency fails to take action on a change which increases benefits within the time limits specified in paragraph (c)(1) of this section.

7 C.F.R. § 273.12(c)

**The Department correctly determined the date the Appellant reported the termination of UCB as [REDACTED] 2024, the date the Department received the change report form. Although the Appellant submitted the online change report form on [REDACTED] 2024 at 3:19 pm, the Department was not open on [REDACTED] 2024 nor [REDACTED] 2024; therefore the Department received the change report on [REDACTED] 2024, the next business day after submission by the Appellant.**

4. Federal regulation provides as follows:

For changes which result in an increase in a household's benefits due to the addition of a new household member who is not a member of another certified household, or due to a decrease of \$50 or more in the household's gross monthly income, the State agency shall make the change effective not later than the first allotment issued 10 days after the date the change was reported. However, in no event shall these changes take effect any later than the month following the month in which the change is reported. Therefore, if the change is reported after the 20th of a month and it is too late for the State agency to adjust the following month's allotment, the State agency shall issue a supplementary ATP or otherwise provide an opportunity for the household to obtain the increase in benefits by the 10th day of the following month, or the household's normal issuance cycle in that month, whichever is later. For example, a household reporting a \$100 decrease in income at any time during May would have its June allotment increased. If the household reported the change after the 20th of May and it was too late for the State agency to adjust the ATP normally issued on June 1, the State agency would issue a supplementary ATP for the amount of the increase by June 10.

7 C.F.R. § 273.12(c)(1)(ii)

Federal regulation provides as follows:

The State agency may elect to verify changes which result in an increase in a household's benefits in accordance with the verification requirements of § 273.2(f)(8)(ii), prior to taking action on these changes. If the State agency elects this option, it must allow the household 10 days from the date the change is reported to provide verification required by § 273.2(f)(8)(ii). If the household provides verification within this period, the State shall take action on the changes within the timeframes specified in paragraphs (c)(1) (i) and (ii) of this section. The timeframes shall run from the date the change was reported, not from the date of verification. If, however, the household fails to provide the required verification within 10 days after the change is reported but does provide the verification at a later date, then the timeframes specified in paragraphs (c)(1) (i) and (ii) of this section for taking action on changes shall run from the date verification is provided rather than from the date the change is reported. If the State agency does not elect this option, verification required by § 273.2(f)(8)(ii) must be obtained prior to the issuance of the second normal monthly allotment after the change is reported. If in these circumstances the household does not provide verification, the household's benefits will revert to the original benefit level. Whenever a State agency increases a household's benefits to reflect a reported change and subsequent verification shows that the household was actually eligible for fewer benefits, the State agency shall establish a claim for the overissuance in accordance with § 273.18. In cases where the State agency has

determined that a household has refused to cooperate as defined in § 273.2(d), the State agency shall terminate the household's eligibility following the notice of adverse action.<sup>2</sup>

7 C.F.R. § 273.12(c)(1)(iii)

Federal regulation provides as follows:

Changes reported during the certification period shall be subject to the same verification procedures as apply at initial certification, except that the State agency shall not verify changes in income if the source has not changed and if the amount has changed by \$50 or less, unless the information is incomplete, inaccurate, inconsistent or outdated. The State agency shall also not verify total medical expenses or actual utility expenses which are unchanged or have changed by \$25 or less, unless the information is incomplete, inaccurate, inconsistent or outdated.

7 C.F.R. § 273.2(f)(8)(ii)

Federal regulation provides as follows:

The State agency shall verify, prior to certification of the household, all other factors of eligibility which the State agency determines are questionable and affect the household's eligibility and benefit level. The State agency shall establish guidelines to be followed in determining what shall be considered questionable information. These guidelines shall not prescribe verification based on race, religion, ethnic background, or national origin. These guidelines shall not target groups such as migrant farmworkers or American Indians for more intensive verification under this provision.

7 C.F.R. § 273.2(f)(2)(i)

Federal regulation provides as follows:

Verification is the use of documentation or a contact with a third party to confirm the accuracy of statements or information. The State agency must give households at least 10 days to provide required verification. Paragraph (i)(4) of this section contains verification procedures for expedited service cases.

7 C.F.R. § 273.2(f)

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<sup>2</sup> CT State Plan of Operation provides as follows: EDGs must provide required verifications when the change increases benefits. Increase the benefit amount the month after the month the change becomes known if required verification was timely provided. Connecticut SNAP Policy Manual

**The Department correctly determined verification of any changes to a decrease in household's gross monthly income of \$50.00 or more is required prior to any benefit adjustment and such verification must be provided within 10-days of the reported change to qualify for a benefit adjustment the month following the reported change.**

**The Department correctly determined the Appellant provided proof of the income change, specifically UCB termination, on [REDACTED] [REDACTED] 2024 which is within 10 days of the [REDACTED] [REDACTED] 2024 reported change.**

**Although the Department originally determined the effective date for the SNAP adjustment due to the termination of UCB as [REDACTED] [REDACTED] 2024, the Department reversed this decision. On [REDACTED] [REDACTED] 2024, the Department correctly determined the effective date for the SNAP benefit adjustment as [REDACTED] [REDACTED] 2024, the month following the month in which the change was reported because the Department received proof of the termination of UCB timely. The Department correctly determined the effective date of the increase in SNAP benefits due to the loss of income as [REDACTED] [REDACTED] 2024.**

5. Federal regulation provides as follows:

For the purpose of determining the household's eligibility and level of benefits, the State agency shall take into account the income already received by the household during the certification period and any anticipated income the household and the State agency are reasonably certain will be received during the remainder of the certification period. If the amount of income that will be received, or when it will be received, is uncertain, that portion of the household's income that is uncertain shall not be counted by the State agency. For example, a household anticipating income from a new source, such as a new job or recently applied for public assistance benefits, may be uncertain as to the timing and amount of the initial payment. These moneys shall not be anticipated by the State agency unless there is reasonable certainty concerning the month in which the payment will be received and in what amount. If the exact amount of the income is not known, that portion of it which can be anticipated with reasonable certainty shall be considered as income. In cases where the receipt of income is reasonably certain but the monthly amount may fluctuate, the household may elect to income average. Households shall be advised to report all changes in gross monthly income as required by § 273.12.

7 C.F.R. § 273.10(c)(1)(i)

Federal regulation provides as follows:



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.

7 C.F.R. § 273.10(c)(2)(i)

Federal regulation provides as follows:

Unearned income shall include, but not be limited to: Assistance payments from Federal or federally aided public assistance programs, such as supplemental security income (SSI) or Temporary Assistance for Needy Families (TANF); general assistance (GA) programs (as defined in § 271.2); or other assistance programs based on need. Such assistance is considered to be unearned income even if provided in the form of a vendor payment (provided to a third party on behalf of the household), unless the vendor payment is specifically exempt from consideration as countable income under the provisions of paragraph (c)(1) of this section. Assistance payments from programs which require, as a condition of eligibility, the actual performance of work without compensation other than the assistance payments themselves, shall be considered unearned income.

7 C.F.R. § 273.9(b)(2)(i)

**As of [REDACTED] [REDACTED] 2024, the Department correctly determined the Appellant's household income for [REDACTED] 2024 as \$00.00. SAGA benefits were not approved until [REDACTED] [REDACTED] 2024 and therefore excluded for the month of [REDACTED] 2024.**

**Effective [REDACTED] [REDACTED] 2024, the Department correctly determined the Appellant's SAGA benefits counted under the SNAP and the household's gross income equals \$255.00 per month.**

6. "Deductible expenses include only certain dependent care, shelter, medical and, at State agency option, child support costs as described in § 273.9." 7 C.F.R. § 273.10(d)

Federal regulation provides as follows:

Deductions shall be allowed only for the following household expenses:

Effective October 1, 2022, 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 month 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.

7 C.F.R. § 273.9(d)(1)(i)

Effective October 1, 2023 through September 30, 2024, the standard deduction under the SNAP for a household of one equals \$198.00 per month. [United States Department of Agriculture, Food and Nutrition Service, Fiscal Year 2024 Cost-of-Living -Adjustments Memorandum, August 3, 2023]

Monthly shelter expenses 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. For fiscal year 2001, effective March 1, 2001, the maximum monthly excess shelter expense deduction limits are \$340 for the 48 contiguous States and the District of Columbia, \$543 for Alaska, \$458 for Hawaii, \$399 for Guam, and \$268 for the Virgin Islands. 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.

7 C.F.R. § 273.9(d)(6)(ii)

Federal regulation defines elderly as a member of a household who is 60 years of age or older. 7 C.F.R. § 271.2

Federal regulation provides as follows:

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. The LUA must include expenses for at least two utilities. However, at its option, the State agency may include the excess heating and cooling costs of public housing residents in the LUA if it wishes to offer the lower standard to such households. The State agency may use different types of standards but cannot allow households the use of two standards that include the same expense. In States in which the cooling expense is minimal, the State agency may include the cooling expense in the electricity component. The State agency may vary the allowance by factors such as household size, geographical area, or season. Only utility costs identified

in paragraph (d)(6)(ii)(C) of this section must be used in developing standards.

7 C.F.R. § 273.9(d)(6)(iii)(A)

Federal regulation provides as follows:

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. The prohibition on increasing Program costs does not apply to necessary increases to standards resulting from utility cost increases. If the State agency chooses to mandate use of standard utility allowances, it must provide a standard utility allowance that includes heating or cooling costs to residents of public housing units which have central utility meters and which charge the households only for excess heating or cooling costs. The State agency also must not prorate a standard utility allowance that includes heating or cooling costs provided to a household that lives and shares heating or cooling expenses with others. In determining whether the standard utility allowances increase program costs, the State agency shall not consider any increase in costs that results from providing a standard utility allowance that includes heating or cooling costs to residents of public housing units which have central utility meters and which charge the households only for excess heating or cooling costs. The State agency shall also not consider any increase in costs that results from providing a full (*i.e.*, not prorated) standard utility allowance that includes heating or cooling costs to a household that lives and shares heating or cooling expenses with others. Under this option households entitled to the standard may not claim actual expenses, even if the expenses are higher than the standard. Households not entitled to the standard may claim actual allowable expenses. Requests to use an LUA should include the approximate number of SNAP households that would be entitled to the nonheating and noncooling standard, the average utility costs prior to use of the mandatory standard, the proposed standards, and an explanation of how the standards were computed.

7 C.F.R. § 273.9(d)(6)(iii)(E)

Effective October 1, 2023 through September 30, 2024, the SNAP Fiscal Year 2024 Standard Utility Allowance (SUA) for Connecticut equals \$912.00. [FNS SNAP SUA Table FY 2024, update 05/01/24]

**The Department correctly determined the Appellant qualifies for the standard deduction and excess shelter deduction which includes the standard utility allowance (“SUA”)**

7. Federal regulation provides as follows:

To determine a household’s net monthly income, the State agency shall:

- A. Add the gross monthly income earned by all household members and the total monthly unearned income of all household members, minus income exclusions, to determine the household's total gross income. Net losses from the self-employment income of a farmer shall be offset in accordance with § 273.11(a)(2)(iii).
- B. Multiply the total gross monthly earned income by 20 percent and subtract that amount from the total gross income; or multiply the total gross monthly earned income by 80 percent and add that to the total monthly unearned income, minus income exclusions. If the State agency has chosen to treat legally obligated child support payments as an income exclusion in accordance with § 273.9(c)(17), multiply the excluded earnings used to pay child support by 20 percent and subtract that amount from the total gross monthly income.
- C. Subtract the standard deduction.
- D. If the household is entitled to an excess medical deduction as provided in § 273.9(d)(3), determine if total medical expenses exceed \$35. If so, subtract that portion which exceeds \$35.
- E. Subtract allowable monthly dependent care expenses, if any, as specified under § 273.9(d)(4) for each dependent.
- F. If the State agency has chosen to treat legally obligated child support payments as a deduction rather than an exclusion in accordance with § 273.9(d)(5), subtract allowable monthly child support payments in accordance with § 273.9(d)(5).
- G. Subtract the homeless shelter deduction, if any, up to the maximum of \$143.
- H. Total the allowable shelter expenses to determine shelter costs, unless a deduction has been subtracted in accordance with paragraph (e)(1)(i)(G) of this section. Subtract from total shelter costs 50 percent of the household's monthly income after all the above deductions have been subtracted. The remaining amount, if any, is the excess shelter cost. If there is no excess shelter cost, the net monthly income has been determined. If there is excess shelter cost, compute the shelter deduction according to paragraph (e)(1)(i)(I) of this section.
- I. Subtract the excess shelter cost up to the maximum amount allowed for the area (unless the household is entitled to the full amount of its excess shelter expenses) from the household's monthly income after all other applicable deductions. Households not subject to a capped shelter expense shall have the full amount exceeding 50 percent of

their net income subtracted. The household's net monthly income has been determined.

7 C.F.R. § 273.10(e)(1)(i)

Federal regulation provides as follows:

In calculating net monthly income, the State agency shall use one of the following two procedures: the rounding procedure that is currently in effect for the State's Temporary Assistance for Needy Families (TANF) program. If the State TANF program includes the cents in income calculations, the State agency may use the same procedures for SNAP income calculations. Whichever procedure is used, the State agency may elect to include the cents associated with each individual shelter cost in the computation of the shelter deduction and round the final shelter deduction amount. Likewise, the State agency may elect to include the cents associated with each individual medical cost in the computation of the medical deduction and round the final medical deduction amount.

7 C.F.R. § 273.10(e)(1)(ii)(B)

Federal regulation provides as follows:

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 in one of the following ways: the State agency shall round the 30 percent of net income up to the nearest higher dollar.

7 C.F.R. 273.10(e)(2)(ii)(A)(1)

Federal regulation provides as follows:

Maximum SNAP allotment level. Maximum SNAP allotments shall be based on the TFP as defined in § 271.2, and they shall be uniform by household size throughout the 48 contiguous States and the District of Columbia. The TFP for Hawaii shall be the TFP for the 48 States and DC adjusted for the price of food in Honolulu. The TFPs for urban, rural I, and rural II parts of Alaska shall be the TFP for the 48 States and DC adjusted by the price of food in Anchorage and further adjusted for urban, rural I, and rural II Alaska as defined in § 272.7(c). The TFPs for Guam and the Virgin Islands shall be adjusted for changes in the cost of food in the 48 States and DC, provided that the cost of these TFPs may not exceed the cost of the highest TFP for the 50 States. The TFP amounts and

maximum allotments in each area are adjusted annually and will be prescribed in a table posted on the FNS web site, at [www.fns.usda.gov/fsp](http://www.fns.usda.gov/fsp).

7 C.F.R. § 273.10(e)(4)(i)

Effective October 1, 2023 through September 30, 2024, the maximum SNAP allotment for a household of one in the 48 States and D.C. equals \$291.00. [United States Department of Agriculture, Food and Nutrition Service, Fiscal Year 2024 Cost-of-Living -Adjustments Memorandum, August 3, 2023]

8. On [REDACTED] [REDACTED] 2024, the Department correctly calculated the [REDACTED] 2024 SNAP benefits as \$291.00 due to the termination UCB and lack of any source of income. On [REDACTED] [REDACTED] 2024, the Department correctly issued the Appellant a supplementary SNAP benefit of \$268.00 making the total benefit issued for [REDACTED] 2024 \$291.00. Initial SNAP allotment \$23.00 + supplemental SNAP allotment \$268.00 = \$291.00 total allotment for [REDACTED] 2024. Reference chart below.

INCOME	
Earned Income	00.00
Less 20%	
<b>Total</b>	<u>00.00</u>
Plus Unearned Income	<u>00.00</u>
<b>Total</b>	\$00.00
Less standard deduction	<u>-198.00</u>
<b>Adjusted gross income</b>	\$00.00
SHELTER COSTS	
Rent	525.00
SUA	<u>+912.00</u>
<b>Total shelter costs</b>	1,437.00
SHELTER HARDSHIP	
Shelter costs	1,437.00
Less 50% of adjusted gross income	<u>-00.00</u>
<b>Total shelter hardship</b>	1,437.00
ADJUSTED NET INCOME	
Adjusted gross income	00.00
Less shelter hardship	<u>-1,437.00</u>
<b>Net Adjusted Income (NAI)</b>	00.00
BENEFIT CALCULATION	
Thrifty Food Plan for #	291.00

Person/s	
Less 30% of NAI	<u>00.00</u>
<b>SNAP award</b>	291.00

9. The Department correctly determined the Appellant's SNAP benefit as \$291.00 effective [REDACTED] 2024. Reference chart below.

<b>INCOME</b>	
Earned Income	00.00
Less 20%	
<b>Total</b>	<u>00.00</u>
Plus Unearned Income	<u>255.00</u>
<b>Total</b>	\$255.00
Less standard deduction	<u>-198.00</u>
<b>Adjusted gross income</b>	\$57.00
<b>SHELTER COSTS</b>	
Rent	525.00
SUA	<u>+912.00</u>
<b>Total shelter costs</b>	1,437.00
<b>SHELTER HARDSHIP</b>	
Shelter costs	1,437.00
Less 50% of adjusted gross income	<u>-28.50</u>
<b>Total shelter hardship</b>	1,408.50
<b>ADJUSTED NET INCOME</b>	
Adjusted gross income	57.00
Less shelter hardship	<u>-1,408.50</u>
<b>Net Adjusted Income (NAI)</b>	00.00
<b>BENEFIT CALCULATION</b>	
Thrifty Food Plan for # Person/s	291.00
Less 30% of NAI	<u>00.00</u>
<b>SNAP award</b>	291.00

### DISCUSSION

The Appellant advised the Department of a change in household income on [REDACTED] 2024 through an online change report form. Through several phone conversations with the Appellant, the



Department advised the Appellant that verification of termination of UCB is needed to effect a change in her SNAP benefits as this was a change in household income exceeding \$50.00.

On [REDACTED] [REDACTED] 2024, the Department received proof of the Appellant's UCB termination. Although the Department issued a notice on [REDACTED] [REDACTED] 2024, the same date the verification was received, informing the Appellant there were no changes to her benefits, it appears the Department had not had an opportunity to review the Appellant's verification document. Department processing standards allow the Department 10-days to process reported changes, but with more than 229,000 households receiving SNAP benefits in Connecticut, the Department may not always process reported changes timely. However, on [REDACTED] [REDACTED] 2024, [REDACTED] ( [REDACTED] days after receiving proof of the Appellant's termination of income, the Department correctly recalculated the Appellant's eligibility under the SNAP effective [REDACTED] [REDACTED] 2024.

The Department correctly increased the Appellant's SNAP benefit beginning [REDACTED] [REDACTED] 2024, the month after the change was reported. The Appellant reported the change on [REDACTED] [REDACTED] 2024, submitted proof of termination of employment on [REDACTED] [REDACTED] 2024; and the Department correctly applied the changes effective [REDACTED] [REDACTED] 2024 by issuing the Appellant a supplemental SNAP payment of \$268.00. When adding the \$268.00 supplemental benefits to the initial [REDACTED] 2024 issuance of \$23.00, the Appellant received a total of \$291.00 the maximum SNAP allotment for a household of one under the SNAP.

### DECISION

The Appellant's appeal is denied.

*Lisa A. Nyren*

Lisa A. Nyren  
Fair Hearing Officer

CC: Rosalie Bertolini, DSS RO #31  
Jill Sweeney, SSOM RO #31

### **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 Administrative Hearings and Appeals, 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 Avenue, 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 the Commissioner's 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.