



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

Claudette J. Beaulieu, Deputy Commissioner

October 1, 2011  
 Effective Date

POLICY TRANSMITTAL NO.: UP-11-09

SUBJECT: 2012 Cost of Living Adjustments (COLAS) to the Supplemental Nutrition Assistance Program (SNAP) Standards

This transmits revised UPM Procedures pages pursuant to recent changes to SNAP made by the United States Department of Agriculture (USDA).

Changes to SNAP that will be in effect as of October 1, 2011 are:

1. The standard deduction has increased to \$147.00 for households of one, two or three persons, \$155.00 for a household of four, \$181.00 for a household of 5 and \$208.00 for a household of six or more.
2. The maximum shelter hardship deduction has increased to \$459.00.
3. The Standard Utility Allowance (SUA) is \$683.00.
4. The minimum SNAP allotment for a household size of one or two persons is now \$16.00.
5. The gross income limits and applied net income limits have also increased.

INSTRUCTIONS FOR UPDATING THE UPM:

Remove and Recycle

P-2020.10  
 P-5030.20  
 P-5035.18  
 P-5035.19  
 P-5520.35  
 P-55520.35 Page 2  
 P-5520.36

Insert

P-2020.10  
 P-5030.20  
 P-5035.18  
 P-5035.19  
 P-5520.35  
 P-5520.35 Page 2  
 P-5520.36

DISPOSITION: This policy transmittal may be recycled once the UPM has been updated.

DISTRIBUTION: UPM list

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

Date Issued: 9-9-2011

EAM

RC# - none

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

**Date:**10-1-11

**Transmittal:** UP-11-09

**P-2020.10**

**Section:**  
**Assistance Unit Composition**

**Type:**  
**PROCEDURES**

**Chapter:**  
**Supplemental Nutrition Assistance Program Procedures**

**Program:**  
**SNAP**

**Subject:**  
**Determining Separate Units**

- P-2020.10
1. Grant assistance as a separate unit to an individual who has the separate assistance unit option according to policy when the individual states he or she buys and prepares meals separately from any other individuals who live with him or her.
  2. To determine separate status of an individual age 60 or over who does not buy and prepare food separately from other individuals who live with them:
    - accept SSI or OASDI disability findings;
    - judge from observation and discussion the permanent inability of the individual to buy and prepare food.
  3. When an individual meets the requirements for separate status in #2, treat the individual's spouse as follows:
    - include the spouse in the separate unit;
    - disregard the spouse's ability to buy and prepare meals;
    - apply the spouse's income only in a determination of the eligibility of the separate unit, not in the 165% test.
  4. The following table reflects the gross monthly income limits based on 165% of the SNAP Applied Income Limit for determining separate household status for elderly people who do not buy and prepare food separately from those they with whom they live because they are incapable of doing so due to disability:

The following table reflects the gross monthly income limits based on 165% of the SNAP Applied Income Limit:

<u>Household Size</u>	<u>165% SNAP Applied Income Limit</u>
1	\$1,498
2	\$2,023
3	\$2,548
4	\$3,074
5	\$3,599
6	\$4,124
7	\$4,649
8	\$5,175
Each additional member	\$526

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

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**Date:** 10-1-11

**Transmittal:** UP-11-09

**P-5030.20**

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**Section:**  
**Treatment of Income**

**Type:**  
**PROCEDURES**

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**Chapter:**  
**Income Disregards**

**Program:** SNAP

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**Subject:**  
**Disregarding Income in SNAP**

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P-5030.20 Disregard the following amount from total earned and unearned income of SNAP assistance units:

Number of Assistance Unit Members	Amount of Disregard
1	\$147
2	\$147
3	\$147
4	\$155
5	\$181
6 or more	\$208

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

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**Date:** 10-1-11

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**P-5035.18**

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**Section:**  
Treatment of Income

**Type:**  
PROCEDURES

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**Chapter:**  
Income Deductions

**Program:**  
SNAP

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**Subject:**  
Utility Allowances

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P-5035.18

| The standard utility allowance is \$683.00.

The SUA will be updated annually to reflect changes in the Consumer Price Index of energy costs.

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

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**Date:** 10-1-11

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**P-5035.19**

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**Section:**

**Treatment of Income**

**Type:**

**PROCEDURES**

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**Chapter:**

**Income Deductions**

**Program:**

**SNAP**

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**Subject:**

**Maximum Shelter Hardship**

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P-5035.19 The maximum shelter hardship is \$459.

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

**Date:** 10-1-11

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**P-5520.35**

**Section:**  
**Income Eligibility**

**Type:**  
**PROCEDURES**

**Chapter:**  
**Income Eligibility Tests**

**Program:**  
**SNAP**

**Subject:**  
**Determining Eligibility for the Supplemental Nutrition Assistance Program**

P-5520.35 Determine the assistance unit's income eligibility in the following manner:

1. Determine if the unit either:
  - includes elderly or disabled members; or
  - is categorically eligible.
2. When the unit is categorically eligible, do not subject the unit to any income tests.
3. When the unit includes at least one elderly or disabled member, do not subject the unit to the gross income eligibility test and skip to step 7 in this process.
4. If the unit is neither categorically eligible nor contains any members who are elderly or disabled:
  - a. calculate the unit's total gross monthly income;
  - b. determine the number of persons in the needs group;
  - c. compare the unit's total gross income to the amount equaling 130% of the SNAP Applied Income Limit for the number of persons in the needs group.
5. Use the following table when determining the unit's gross income eligibility (130% of the SNAP Applied Income Limit):

<u>Household Size</u>	<u>130% of SNAP Applied Income Limit</u>
1	\$1,180
2	1,594
3	2,008
4	2,422
5	2,836
6	3,249
7	3,663
8	4,077
Each Additional Member	+414

**CONNECTICUT DEPARTMENT OF SOCIAL SERVICES  
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**Date:** 10-1-11

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**P-5520.35 page 2**

**Section:**  
**Income Eligibility**

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**Program:**  
**SNAP**

**Subject:**  
**Determining Eligibility for the Supplemental Nutrition Assistance Program**

P-5520.35 (continued)

6. If the unit's group income is greater than 130% of the SNAP Applied Income Limit, determine the unit to be ineligible.
7. If the unit's gross income is equal to or less than 130% of the SNAP Applied Income Limit, continue with these steps.
8. Calculate the assistance unit's total applied income.
9. Compare the unit's applied income to the appropriate SNAP Applied Income Limit for the size of the needs group; using the following chart:

<u>Household Size</u>	<u>FSAIL</u>
1	\$ 908
2	1,226
3	1,545
4	1,863
5	2,181
6	2,500
7	2,818
8	3,136
Each Additional Member	+319

10. If the unit's income exceeds the level used, determine the unit to be ineligible.
11. If the unit's income is equal to or less than the SNAP Applied Income Limit used, determine the unit to be eligible and calculate benefits.

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**P-5520.36**

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**Section:**  
**Income Eligibility**

**Type:**  
**PROCEDURES**

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**Chapter:**  
**Income Eligibility Tests**

**Program:**  
**SNAP**

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**Subject:**  
**Gross Income Limits for SNAP Expanded Categorical Eligibility**

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P-5520.36 Use the following table when determining the unit's gross income eligibility (185% of the Federal Poverty Level)

<u>Household Size</u>	<u>185% of Federal Poverty Level</u>
1	\$1,680
2	2,268
3	2,858
4	3,447
5	4,035
6	4,625
7	5,213
8	5,802
Each Additional Member	+590