

Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

**Family Investment Administration**  
**ACTION TRANSMITTAL**

**Control Number: # 12-18**

**Effective Date: April 1, 2012**

**Issuance Date: March 14, 2012**

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF**

**FROM: ROSEMARY MALONE, EXECUTIVE DIRECTOR**



**RE: DECREASE IN UTILITY ALLOWANCE**

**PROGRAM AFFECTED: FOOD SUPPLEMENT PROGRAM (FSP)**

**ORIGINATING OFFICE: OFFICE OF PROGRAMS**

**SUMMARY:**

The Family Investment Administration (FIA) each year reviews the utility and telephone allowances to determine if they should increase, decrease or stay the same. Based on the most recent Consumer Price Index (CPI) for the Baltimore/ Washington area, the standard and limited utility allowances will decrease. The telephone allowance will remain the same.

**ACTION REQUIRED:**

Effective **April 1, 2012:**

- The Standard Utility Allowance (SUA) will decrease to \$394 per month.
- The Limited Utility Allowance (LUA) will decrease to \$239 per month.
- The telephone allowance will remain \$40.

CARES will be modified on March 17, 2012 to support these changes.

Attached is the updated Section 600 of the Food Supplement Program Manual.

**INQUIRIES:**

Please direct FSP policy questions to Rick McClendon at 410-767-7307 and systems questions to Gwen Frazier 410-767-7318.

cc: DHR Executive Staff  
FIA Management Staff  
Constituent Services  
DHR Help Desk

<b>DEPARTMENT OF HUMAN RESOURCES FAMILY INVESTMENT ADMINISTRATION</b>	<b>FOOD SUPPLEMENT PROGRAM MANUAL</b>	
STANDARDS FOR INCOME AND DEDUCTIONS	Section 600	Page 1

## 600.1 STANDARDS FOR ELIGIBILITY AND MAXIMUM ALLOTMENTS

- A. The standards for the following appear in Section 600, page 2.
1. Column A - Maximum Gross Monthly Income Standards (130% of poverty)
  2. Column B - Maximum Net Monthly Income Standards (100% of poverty)
  3. Column C - Maximum Gross Income Standard for Elderly and Disabled Separate Household (165% of poverty)
  4. Column D - Thrifty Food Plan/Maximum Allotment
- B. Standards 1, 2, and 3 are used to determine household eligibility and not for computing allotments.

## 600.2 FORMULA CALCULATION

- A. Multiply the household's net monthly income by 30%.
- B. Round the product up to the next whole dollar if any cents result.
- C. Subtract the product from the maximum allotment amount for the household size found in Column D, Section 600.

NOTE: In an initial month, if the allotment is less than \$10, no benefit is issued. Except in an initial month, all eligible one and two person households must be issued the minimum allotment of \$16.

## 600.3 DEDUCTION STANDARDS

Standard Deduction	
Household size up to and including 3 people-----	\$147
Household of 4-----	\$155
Household size of 5-----	\$181
Household size of 6 or more-----	\$208
Excess Shelter Deduction-----up to	\$459
Homeless Household Shelter Allowance-----	\$143
Standard Utility Allowance (SUA)-----	\$394
Limited Utility Allowance (LUA)-----	\$239
Telephone Standard-----	\$40

\* The excess shelter deduction does not apply to households with an aged or disabled member. These households receive an uncapped shelter deduction.

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STANDARDS FOR INCOME AND DEDUCTIONS	Section 600	Page 2

## 600.4 Determining the Food Supplement Program (FSP) Allotment

A. Determine a household's monthly FSP allotment by using the Basis of Issuance Tables:

1. Calculate the household's net monthly income.
2. Compare the household's net monthly income to the maximum net monthly income standard, Column B below. Households that are not categorically eligible for FSP benefits will have net monthly incomes that are lower than or equal to the amounts shown in Column B.
3. Find the allotment by reading in the Basis of Issuance Tables, down to the appropriate income and across to the appropriate household size.

NOTE: A household that is categorically eligible is entitled to any allotment shown in the appropriate column on the tables. Persons in household sizes of one or two and categorically eligible are eligible for a benefit of \$16, even if the tables do not show a benefit amount at their net income levels.

	Col. A	Col. B	Col. C	Col. D
Household Size	Maximum Gross Monthly Income* 130% of Poverty	Maximum Net Monthly Income* 100% of Poverty	Monthly Income Elderly/Disabled Separate Household* 165% of Poverty	Maximum Allotment
1	\$1180	\$ 908	\$1498	\$200
2	1594	1226	2023	367
3	2008	1545	2548	526
4	2422	1863	3074	668
5	2836	2181	3599	793
6	3249	2500	4124	952
7	3663	2818	4649	1052
8	4077	3136	5175	1202
Each Additional Member	+414	+319	+526	+150

\* Maximum gross and net monthly income figures are not used for computing the FSP allotment. They are included as a reference for determining the household's eligibility.