



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

## FIA ACTION TRANSMITTAL

Control Number: 16-04

Effective Date: Upon Receipt

Issuance Date: August 7, 2015

**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: CHANGES TO THE FSP BENEFIT ISSUANCE SCHEDULE**

**PROGRAMS AFFECTED: FOOD SUPPLEMENT PROGRAM**

**ORIGINATING OFFICE: OFFICE OF PROGRAMS**

### **SUMMARY:**

Beginning in September, we are changing the days we issue Food Supplement Program benefits. Currently, we issue benefits over a ten-day period, from the 6<sup>th</sup> through the 15<sup>th</sup> of the month, based on the first letter of the customer's last name. Over three months, September, October and January, we will change benefit issuance to 24 days a month, beginning on the 4<sup>th</sup> and ending on the 27<sup>th</sup>. The day of issuance will be based on the first three letters of the customer's last name. No customer will have to wait more than four extra days for their benefits and some will get their benefits in their EBT accounts a day early in September and October. In addition, the 23<sup>rd</sup> will be the last day of FSP issuance in November and December to allow people to buy their Thanksgiving and Christmas groceries before the holiday.

### **ACTION REQUIRED:**

Case managers should notify customers of the change. We are mailing the attached flyer to customers during the week of August 10, 2015, and will supply each local department with materials to post and give customers about the changes. There is no change to the issuance of cash assistance.

**CARES:**

CARES will issue FSP benefits based on the following schedule:

**NEW FSP EBT ISSUANCE SCHEDULE**

SEPTEMBER 2015			OCTOBER, NOVEMBER AND DECEMBER 2015			JANUARY 2016 AND BEYOND		
Issuance Date	First three letters of Last Name are Between:		Issuance Date	First three letters of Last Name are Between:		Issuance Date	First three letters of Last Name are Between:	
5	AAA	BEK	4	AAA	BAO	4	AAA	BAI
6	BEL	BUR	5	BAP	BQZ	5	BAJ	BLZ
7	BUS	COS	6	BRA	CAQ	6	BMA	BUQ
8	COT	EBR	7	CAR	COQ	7	BUR	CHL
9	EBS	GEL	8	COR	DIZ	8	CHM	CUL
10	GEM	HAW	9	DJA	FIS	9	CUM	DOY
11	HAX	JOF	10	FIT	GON	10	DOZ	FIS
12	JOG	LEO	11	GOO	HAX	11	FIT	GIL
13	LEP	MCM	12	HAY	JAB	12	GIM	HAN
14	MCN	ODT	13	JAC	KIM	13	HAO	HOK
15	ODU	RAM	14	KIN	LOX	14	HOL	JOF
16	RAN	SCO	15	LOY	MCO	15	JOG	KNZ
17	SCP	SUU	16	MCP	NEF	16	KOA	LOV
18	SUV	WAR	17	NEG	PGZ	17	LOW	MCF
19	WAS	ZZZ	18	PHA	RIC	18	MCG	MOR
			19	RID	SDZ	19	MOS	PAK
			20	SEA	STC	20	PAL	PRO
			21	STD	TRA	21	PRP	ROD
			22	TRB	WES	22	ROE	SHA
			23	WET	ZZZ	23	SHB	STD
						24	STE	TOL
						25	TOM	WAS
						26	WAT	WIL
						27	WIM	ZZZ

**INQUIRIES**

Please direct questions related to this transmittal to Rick McClendon at 410-767-7307 or [rick.mcclendon@maryland.gov](mailto:rick.mcclendon@maryland.gov)

- cc: DHR Executive Staff
- Constituent Services
- Policy, Research and Training Staff
- FIA Management Staff
- Workforce Development Staff
- DHR Help Desk

## Attention Maryland Food Supplement Program (FSP) Customers

Starting in September, Maryland is changing the day we issue your FSP benefits.

- We are changing the number of days each month that we issue Food Supplement benefits from 10 days to 24 days. We are phasing this change in over a 5-month period, from September to January, so you will not have to wait more than 5 days past the old date for your FSP benefits.
- You will continue to get your benefits (if you are eligible) on one day of the month, but that day will change.
- Currently, the day your benefits are available on your Independence Card is based on the first letter of your last name. Beginning in September, you will get your benefits based on the first three letters of your last name.

Please see the new schedule below for the day your benefits will be on your card. The January schedule is the permanent on-going schedule for the day of the month FSP benefits will be available on your card.

### NEW FSP EBT ISSUANCE SCHEDULE

SEPTEMBER 2015			OCTOBER, NOVEMBER AND DECEMBER 2015			JANUARY 2016 AND BEYOND		
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7	BUS	COS	6	BRA	CAQ	6	BMA	BUQ
8	COT	EBR	7	CAR	COQ	7	BUR	CHL
9	EBS	GEL	8	COR	DIZ	8	CHM	CUL
10	GEM	HAW	9	DJA	FIS	9	CUM	DOY
11	HAX	JOF	10	FIT	GON	10	DOZ	FIS
12	JOG	LEO	11	GOO	HAX	11	FIT	GIL
13	LEP	MCM	12	HAY	JAB	12	GIM	HAN
14	MCN	ODT	13	JAC	KIM	13	HAO	HOK
15	ODU	RAM	14	KIN	LOX	14	HOL	JOF
16	RAN	SCO	15	LOY	MCO	15	JOG	KNZ
17	SCP	SUU	16	MCP	NEF	16	KOA	LOV
18	SUV	WAR	17	NEG	PGZ	17	LOW	MCF
19	WAS	ZZZ	18	PHA	RIC	18	MCG	MOR
			19	RID	SDZ	19	MOS	PAK
			20	SEA	STC	20	PAL	PRO
			21	STD	TRA	21	PRP	ROD
			22	TRB	WES	22	ROE	SHA
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						24	STE	TOL
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