TODD STAPLES, COMMISSIONER
POLICY ALERT

Date: May 30, 2008
To: Commodity Supplemental Food Program (CSFP) Contractors
Subject: Eligibility Determinations – Excluded Income
Effective Date: Immediately

Reference: # CSFP 2008-9

Purpose
REPLACE CSFP Handbook Item 4212.2, Determining Household Income.

Background
President Bush signed into law the Economic Stimulus Act of 2008, which provides for rebates to many low and middle-income households.

Implementation
Immediately

Procedure
Replace Item 4212.2, Determining Household Income, with the following:

When determining household income, you must calculate the total gross income of all household members, before deductions.

Note: Total net household income is not valid when determining income eligibility.

The following items are considered valid forms of proof of income:

- Pay stub for the previous month
- Medicaid card
- Copy of SSI check or award letter
- Food Stamp award letter (however, Food Stamp benefits are not considered income)

Note: Weekly income must be multiplied by 4.33 to determine monthly income. Bi-weekly income must be multiplied by 2.15 to determine monthly income.

continued

This Policy Remains in Effect Until Further Notice
Procedure continued

The following items are excluded from consideration as income for households and children when determining program eligibility:

- Family Subsistence Supplemental Allowance
- National Flood Insurance Program payments
- Medicare Prescription Drug Card subsidy
- Rebate checks resulting from the economic stimulus act

Authority

United States Department of Agriculture (USDA) Correspondence FD-073

Contact

If you have any questions please contact your Commodity Distribution Specialist.