



COUNTY OF ONONDAGA
DEPARTMENT OF SOCIAL SERVICES

OFFICE OF THE COMMISSIONER
JOHN H. MULROY CIVIC CENTER
421 MONTGOMERY STREET – 12TH FLOOR
SYRACUSE, NY 13202

DAVID SUTKOWY
COMMISSIONER

315-435-2985
FAX 315-435-8354

March 19, 2008

To Whom It May Concern:

The Onondaga County Department of Social Services can pay additional benefits to individuals with AICS or HIV+ who are homeless or threatened with homelessness. This program is called the HIV Enhanced Shelter Allowance Program.

This additional allowance is not automatic, however. To be eligible you must meet the following criteria:

- 1) You are in receipt of temporary assistance.
- 2) You are homeless or threatened with homelessness (must have court eviction papers or statement from your landlord that you are behind in your rent and will be evicted). If you are moving out of nonpermanent housing such as a drug treatment facility, a shelter or half-way house, you meet this criteria.
- 3) You have AIDS or are HIV+. You must provide medical proof such as a letter from a doctor indicating your HIV status.
- 4) You must apply for, be eligible for, or be getting Supplemental Security Income benefits. If you are not getting SSI benefits, your income and resources must be low enough that you qualify for temporary assistance through DSS.

To request this benefit, please contact your DSS worker. If you are currently applying for benefits, please present this letter to the Intake worker. The worker will evaluate your eligibility for this allowance.

If, for whatever reason, it is determined that you do not qualify for this allowance, you are entitled to a Fair Hearing through the NYS Office of Temporary and Disability Assistance. The contact information to request a Fair Hearing will be on the eligibility determination letter you receive.

OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE

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 | INFORMATIONAL LETTER |
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TRANSMITTAL: 01 INF-3

DIVISION: Temporary Assistance

TO: Commissioners of
 Social Services

DATE: January 22, 2001

SUBJECT: Clarification of Policy Relating to the Provision of
 the Emergency Shelter Allowance for Persons with
 AIDS or HIV-related Illness

SUGGESTED

DISTRIBUTION: Temporary Assistance Directors
 Food Stamp Directors
 Medical Assistance Directors
 Staff Development Coordinators

CONTACT PERSON: Central Team at 1-800-343-8859, Ext. 4-9344

ATTACHMENTS: None

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
90 ADM-8		352.3(k) 352.7(g) 352.11 397.5		PASB XIII-D- 5.12 thru XIII-D- 5.24	

I. Purpose

The purpose of this Informational Letter is to clarify to districts the impact of a recent change to Part 397 of Office regulations that affects the authorization of Emergency Assistance to Adults (EAA) for persons with acquired immune deficiency syndrome (AIDS) or human immunodeficiency virus (HIV)-related illness who request an ongoing emergency shelter allowance. With the deletion of 18 NYCRR 397.11, EAA must no longer be utilized to authorize payments to meet this need. The sections of 90 ADM-8, "Emergency Shelter Allowances for Persons with AIDS or HIV-related Illness Faced with Homelessness" that instruct districts to make and claim these payments as EAA no longer apply. Persons seeking one-time only assistance to prevent an eviction or foreclosure for services previously received may continue to receive relief under EAA as specified by 18 NYCRR 397.5 if otherwise eligible.

II. Background

EAA is intended to meet the emergency needs of persons receiving Federal Supplemental Security Income (SSI) benefits or additional State payments, which cannot be met by their regular monthly SSI or State additional payments. An emergency situation is a set of circumstances that often require some action before the determination of eligibility for ongoing Temporary Assistance (TA) is complete.

EAA is intended to meet such items of need as defined in 18 NYCRR 397.5. This no longer includes ongoing shelter needs for persons with AIDS or HIV-related illness. Districts must first determine if the request is for an ongoing additional shelter allowance to prevent eviction or foreclosure, or if the request is for a one-time only emergency payment to prevent eviction or foreclosure.

Payments to Prevent Eviction/Foreclosure

AIDS Emergency Shelter Allowance (ongoing)

The need for an ongoing emergency shelter allowance to prevent eviction or foreclosure for persons with AIDS or HIV-related illness continues to be met under the provisions of 18 NYCRR 352.3(k). Persons applying for or receiving this enhanced shelter payment are considered to be applicants/recipients for TA (Family Assistance or Safety Net Assistance) and are subject to all the rules governing TA eligibility and receipt of benefits (unless otherwise exempted on the basis of having AIDS or an HIV-related illness). Persons requesting this enhanced allowance are not required to apply for or be in receipt of SSI, unless so directed by the eligibility requirements for FA or SNA. The emergency shelter allowance for persons with AIDS or HIV-related illness is made in lieu of less costly alternatives, recognizing the importance of keeping these individuals in their own homes whenever possible.

Payment for Services Previously Received-(one-time only)

One-time only emergency payments to prevent eviction or foreclosure for eligible applicants for or recipients of ongoing assistance are made under FA or SNA as appropriate. For eligible applicants of ongoing assistance, these payments are limited to the maximum of the monthly shelter allowance schedule, unless the district chooses to make the payment in excess of the shelter schedule as allowed by 18 NYCRR 352.7(g)(4). This amount in excess of the monthly shelter allowance becomes an overpayment subject to recoupment. Recipients of ongoing FA or SNA are subject to the provisions of 18 NYCRR 352.11.

Persons not applying for ongoing assistance, but rather for a one-time only payment to prevent an eviction or foreclosure, must have their eligibility for emergency assistance determined following the rules of the category of emergency assistance indicated by that household's situation. EAA, Emergency Assistance to Needy Families with Children (EAF) or Emergency Safety Net Assistance (ESNA) must be used in these cases. Payment on behalf of applicants for emergency assistance only may exceed the shelter maximums under the conditions specified in 18 NYCRR 352.7(g)(3)(v). Any amount paid toward arrears which exceed the maximum shelter allowance is subject to recovery or recoupment.

Food Stamp Implications

There are no food stamp implications related to the deletion of this regulation.

Effective Date

The policy clarification described in this Informational Letter is based on the deletion of 18 NYCRR 397.11 which was effective September 24, 2000.

Patricia A. Stevens
Deputy Commissioner
Division of Temporary Assistance