



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

**ROY COOPER** • Governor

**MANDY COHEN, MD, MPH** • Secretary

**SUSAN OSBORNE** • Assistant Secretary for County Operations for  
Human Services

December 1, 2020

**Dear County Directors of Social Services**

**Attention:** Food and Nutrition Services Managers and Supervisors

**Subject:** December 2020 Automated Supplements for active FNS households

**Priority:** For Information

**I. GENERAL INFORMATION**

On March 18, 2020 the Families First Coronavirus Response Act of 2020 was signed to provide for the issuance of emergency allotment supplements based on a public health emergency declaration by the Secretary of Health and Human Services under section 319 of the Public Health Service Act related to an outbreak of COVID-19 when a State has also issued an emergency or disaster declaration. NC DHHS elected to take this option and previously issued FNS supplements up to the maximum of the household's monthly benefit amount for March, April, May, June, July, August, September, October, and November 2020. In addition, NC DHHS has accepted the opportunity provided by the United States Department of Agriculture to supplement December 2020 benefits up to the maximum of the household's monthly benefit amount.

**II. IMPLEMENTATION INSTRUCTIONS**

**A. AUTOMATED SUPPLEMENTAL BENEFITS:**

Automated supplements will be issued for December 2020 to all FNS recipients in North Carolina up to the maximum allotment for their household size using the following guidelines:

1. The supplement is the difference between the household's actual December 2020 benefits and the maximum allotment for their household size.

**Example:** A household of 3 received an allotment of \$200 for December 2020. The maximum allotment for a household of 3 is \$509. The household will be issued a supplement of \$309 ( $\$509 - \$200 = \$309$ ) for the month of December 2020.

2. Households that have already received the maximum allotment for their household size will not receive a supplement.

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES • ECONOMIC AND FAMILY SERVICES**

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

**Example:** A household of 4 received an allotment of \$646 for December 2020. The maximum allotment for a household of 4 is \$646. The household will not be issued a supplement for the month of December 2020 because they have already received the maximum allotment for their household size.

3. The household size will not include ineligible and disqualified members.

**Example:** A household of 3, including one ineligible member, received an allotment of \$100 for the month of December 2020. The maximum allotment for a household size of 2 is \$355. The household would be issued a supplement of \$255 ( $\$355 - \$100 = \$255$ ) for the month of December 2020.

4. Households that were ineligible in December 2020 will not receive a supplement for the month as they were ineligible.
5. Households that were eligible for a prorated allotment of \$0 in December 2020 will receive a supplement for the prorated month.

**Example:** A household of 3 received a prorated allotment of \$0 for December 2020. The maximum allotment for a household of 3 is \$509. The household will be issued a supplement of \$509 ( $\$509 - \$0 = \$509$ ) for the month of December 2020.

**B. NC FAST SUPPLEMENT SCHEDULE:**

NC FAST will automatically issue the December supplements to active FNS households beginning December 22, 2020. The supplements will be randomly generated and staggered every workday until all households have been supplemented. Due to holiday scheduling this may take longer than usual to complete. For all applications and recertifications approved subsequent to the December supplement dates, NC FAST will continue to run weekly batches to ensure they are supplemented to the max allotment for December 2020.

**III. EFFECTIVE DATE**

This policy is effective December 22, 2020 for all FNS households that are active in December 2020. Submit any questions regarding this policy to Operational Support Team (OST) at [DSS.Policy.Questions@dhhs.nc.gov](mailto:DSS.Policy.Questions@dhhs.nc.gov).

Sincerely,



David Locklear, Deputy Director  
Economic and Family Services Section

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