



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

**ROY COOPER** • Governor

**KODY H. KINSLEY** • Secretary

**YVONNE COPELAND** • Director, Division of Child and Family Well  
Being

December 22, 2022

**Dear County Directors of Social Services**

**Attention:** Food and Nutrition Services Managers, Supervisors and Income Maintenance Caseworkers

**Subject:** **January 2023** Automated Supplements for active FNS households

**Priority:** Information Only

**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, and when a State has also issued an emergency or disaster declaration. North Carolina Department of Health and Human Services (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 2020 through **December 2022**.

NC DHHS remains under an emergency declaration through [Secretarial Directive 2022-001](#). NC DHHS has accepted the opportunity provided by the United States Department of Agriculture to supplement **January 2023** 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 **January 2023** 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 **January 2023** benefits and the maximum allotment for their household size.

**Example:** A household of 3 received an allotment of \$200 for **January 2023**. The maximum allotment for a household of 3 is **\$740**. The household will be issued a supplement of **\$540** ( $\$740 - \$200 = \$540$ ) for **January 2023**.

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF CHILD AND FAMILY WELL-BEING**

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

- Households who already receive the maximum allotment and did not get a supplement, will receive \$95 in emergency allotment.

**Example:** Household's regular allotment amount is \$234. The household has received the maximum allotment. Because the difference is \$0 and less than \$95, the household will receive an emergency allotment of \$95.

|  |             |
|--|-------------|
| Maximum allotment                                      | \$234       |
| Minus Regular allotment                                | \$234       |
| Difference   | <u>\$ 0</u> |
| The household will receive supplement(s) totaling \$95 |             |

- 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 **January 2023**. The maximum allotment for a household size of 2 is **\$516**. The household would be issued a supplement of **\$416 (\$516 - \$100 = \$416)** for **January 2023**.

- Households that were ineligible in **January 2023** will not receive a supplement for the month as they were ineligible.
- Households that were eligible for a prorated allotment of \$0 in **January 2023** will receive a supplement for the prorated month.

**Example:** A household of 3 received a prorated allotment of \$0 for **January 2023**. The maximum allotment for a household of 3 is **\$740**. The household will be issued a supplement of **\$740 (\$740 - \$0 = \$740)** for **January 2023**.

**B. NC FAST SUPPLEMENT SCHEDULE:**

NC FAST will automatically issue the **January** supplements to active FNS households beginning **January 22, 2022**. The supplements will be staggered daily until all households have been supplemented. **Please note that it will take 8 to 10 days to complete the full issuance of emergency allotments, instead of the previous 5 to 7 days.** If you receive calls from clients inquiring about the timing of their emergency allotments, please let them know they will all be issued by the end of the month.

For all applications and recertifications approved subsequent to the **January** supplement dates, NC FAST will continue to run **monthly** batches to ensure they are supplemented to the max allotment for **January 2023**.

As a reminder, some cases are not automatically issued supplemental payments to the max allotment. For all cases that are not issued a payment, tasks are generated for the payments that are in "Cancelled" or not "fully processed" status. A list of the cases is also provided to the counties by OST. Review tasks and the list of cases OST provides in a timely manner. Make the necessary changes to ensure all active FNS households are automatically reissued payments if the case is eligible for the reissuance.

Counties should also ensure that there is an EBT Card associated with the FNS case. If there is NOT an EBT Card associated with the FNS case, reissue the EBT card to the correct address. Go to the Product Delivery Case under the financials tab and reissue the benefits that are in cancelled status.

### III. EFFECTIVE DATE

This policy is effective **January 1, 2022**, for all FNS households that are active in **January 2023**. If you have any questions, please submit them to the Continuous Quality Improvement Team (CQI) [dss.policy.questions@dhhs.nc.gov](mailto:dss.policy.questions@dhhs.nc.gov).

Sincerely,



**Madhu Vulimiri, MPP**  
Deputy Director  
Division of Child and Family Well-Being

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