

NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

JOSH STEIN • Governor
DEVDUTTA SANGVAI • Secretary
CARLA WEST • Division Director, Human Services

CHANGE NOTICE FOR MANUALS

DATE: January 10, 2025
MANUALS: State/County Special Assistance (SA) Manual and Special Assistance In Home (SAIH) Manual
TO: County Directors of Social Services
CHANGE NOTICE: EFS-SA-CN-01-2025
SUBJECT: Cost of Living Adjustments (COLA) and Signature Attestation Policy Updates
EFFECTIVE: January 1, 2025, for updated 2025 SA Rates
November 18, 2024, for obsolescence of DSS-0032

I. BACKGROUND

- 1) Special Assistance rates are adjusted yearly using the federally approved Social Security cost-of-living change (if any) effective for the applicable year. The federally approved Social Security cost-of-living (COLA) adjustment effective for 2025 is 2.5%. Changes have been made to all Special Assistance program rates, as a result.
 - a. Effective January 1, 2025, the monthly **Basic Rate** for Special Assistance is \$1,359.00, and the **Basic Maintenance** Amount is \$1,429.00.
 - b. Effective January 1, 2025, the monthly **Enhanced Rate** for Special Assistance is \$1,743.00, and the **Enhanced Maintenance** Amount is \$1,813.00.
 - c. The Federal Benefit Rate (FBR) for 2025 is \$967 per month for an individual.
- 2) As North Carolina statute related to the Special Assistance In Home program has been corrected to honor the program changes that were identified in Session Law 2021-180, the *DSS-0032 SAIH Signature Attestation Form* is obsolete and will no longer be used.

II. SPECIFIC CHANGES IN THE STATE/COUNTY SPECIAL ASSISTANCE MANUAL

- **Policy Updates**

SA-3210 Income	
I. Introduction	A special note was added to point readers looking for program rates and income limits to the correct policy manual sections.

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603
MAILING ADDRESS: 2401 Mail Service Center, Raleigh, NC 27699-2401
www.ncdhhs.gov • TEL: 919-855-6335 • FAX: 919-334-1018

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SA-3220 Budgeting Principles	
SA-3220 II.	Section has been updated to reflect new 2025 Basic and Enhanced rates, maintenance amounts, and income limits.
SA-3220 III.	Section examples have been updated to reflect new 2025 Basic and Enhanced rates and maintenance amounts.
SA-3220 IV.	Section examples have been updated to reflect new 2025 Basic and Enhanced rates and maintenance amounts.
SA-3220 V.	Section examples have been updated to reflect new 2025 Basic and Enhanced rates and maintenance amounts.
SA-3220 VI.	Section examples have been updated to reflect new 2025 Basic and Enhanced rates and maintenance amounts.
SA-3220 VII.	VII. is a new section of SA-3220. It contains a <i>Special Assistance Rate & FBR Reference</i> chart that was added to display rates and FBR amounts used in 2023, 2024 and 2025.

III. SPECIFIC CHANGES IN THE SPECIAL ASSISTANCE IN HOME MANUAL

- **Policy Updates**

SA-5100 Intake, Referral and Time Frames	
SA-5100 II.	All references to usage of the <i>DSS-0032 SAIH Signature Attestation Form</i> have been removed.
SA-5100 III.	All references to usage of the <i>DSS-0032 SAIH Signature Attestation Form</i> have been removed.

SA-5200 Eligibility Requirements	
SA-5200 V.	<i>D. Special Assistance Rates and FBR Chart</i> is a new section of SA-5200 V. It contains a <i>Special Assistance Rate & FBR Reference</i> chart that was added to display rates and FBR amounts used in 2023, 2024 and 2025.
SA-5200 VII.	All references to usage of the <i>DSS-0032 SAIH Signature Attestation Form</i> have been removed. Policy added in VII.B. to instruct that the IMC will file the DSS-0031 Referral in the client record "and document in case notes in NC FAST the date the confirmation of annual reassessment was received."

SA-5250 Special Assistance In-Home (SAIH) and Transitions To Community Living (TCL)	
SA-5250 VIII.	All references to usage of the <i>DSS-0032 SAIH Signature Attestation Form</i> have been removed.

SA-5300 Calculation of Payments	
SA-5300 II.	Section has been updated to reflect new 2025 Basic and Enhanced rates, maintenance amounts, and income limits.

SA-5300 IV.	Section (including calculation examples) have been updated to reflect new 2025 Basic and Enhanced rates, maintenance amounts, and income limits.
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▪ **Form Changes**

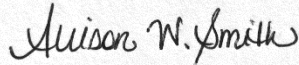
<i>DSS-0032 SAIH Signature Attestation Form</i>	This form is now obsolete and is no longer used or referenced in program policy.
<i>DSS-0033 Appendix E Supplement 1</i>	All references to usage of the <i>DSS-0032 SAIH Signature Attestation Form</i> have been removed.
<i>DSS-0034 Appendix E Supplement 2</i>	All references to usage of the <i>DSS-0032 SAIH Signature Attestation Form</i> have been removed. Question added: "Is the individual still eligible for and participating in the TCL program?"

IV. IMPLEMENTATION INSTRUCTIONS

Special Assistance rate changes are effective January 1, 2025. The obsolescence of the *DSS-0032 SAIH Signature Attestation Form* was effective November 18, 2024.

Please contact your Continuous Quality Improvement Specialist (CQIS) team at Specialassistance@dhhs.nc.gov with any questions or concerns.

Sincerely,



Allison W. Smith, Deputy Director
Division of Social Services
Economic and Family Services

AWS