

From: [Gold, Andrea - FNS](#)
To: [Henschel, Matthew - FNS](#); [Volpe, Maria - FNS](#); [Pasquaretta, Kevin](#); [Magee, Robin - FNS](#); [West, Jheanell - FNS](#); [Brathwaite, Bonnie - FNS](#); [Messner, Kurt - FNS](#)
Cc: [Hortin, Steve - FNS](#); [Kreh, Tim - FNS](#); [Opara, Felix - FNS](#); [Nichols, Nadine - FNS](#); [Shahin, Jessica - FNS](#); [Griffin, Laura - FNS](#); [Pierce, Shelly - FNS](#); [Silbermann, Lizbeth - FNS](#); [Balbes, Maribelle - FNS](#); [Gersten-Paal, Sasha - FNS](#); [Patyk, Karen - FNS](#); [DeLaCruz Kriviski, Eliot - FNS](#); [Maloney, Wayne - RD, Washington, DC](#); [Abelev, Melissa - FNS](#); [Gold, Andrea - FNS](#); [Hardison, Brooke - FNS](#); [Garcia, Kristin - FNS](#); [Lucas, Richard - FNS](#); [Muns, Tamiaka - FNS](#); [Billger, Hans - FNS](#); [Kaup, Glenn - FNS](#); [Mouw, Traci - FNS](#); [Carrasco, Rogelio - FNS](#); [Noble, John \(David\) - FNS](#); [Swezy, Shanta - FNS](#); [Carter, Scott - FNS](#); [Koster, Patrick - FNS](#); [Shelby, Carolyn - FNS](#); [Burr, David - FNS](#); [Greenwood, Lisa - FNS](#); [Pauley, Edward - FNS](#); [Castillo, Georgina - FNS](#)
Subject: COVID-19: ME Emergency Allotments Approval
Date: Saturday, March 28, 2020 3:43:01 PM
Attachments: Emergency Allotments Guidance (ME) Signed.pdf
Emergency Allotment Cover 032620 Signed.pdf

NERO Team,

Please consider this FNS' approval of Maine's attached request to issue Emergency Allotments (EA) to all ongoing SNAP households in the State of Maine.

This approval will allow the State to issue EA to ongoing SNAP households for April and May 2020, increasing their current monthly allotment up to the maximum monthly allotment for a household of that size. Ongoing SNAP households that already receive the maximum monthly allotment for their household size are not eligible for EA. All EA will be delivered on ongoing SNAP households' EBT cards.

Please ask the State to confirm receipt and REPLY ALL, upon notice of the State's confirmation of receipt. We would also ask the State to alert any contacts they may have in the retailer community of the emergency issuance and its timing, so stores can stock up in preparation.

Thanks, and please let us know if you have any questions.

Andrea

Andrea Gold-O'Connor
Director
SNAP, Retailer and Issuance Policy
USDA, Food and Nutrition Service
1320 Braddock Place, Room 518
Alexandria, VA 22314
<https://www.fns.usda.gov/disaster/pandemic/covid-19>

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Office for Family Independence
19 Union Street
11 State House Station
Augusta, Maine 04333-0011
Tel.: (207) 624-4168; Toll-Free: (800) 442-6003
TTY: Dial 711 (Maine Relay); Fax: (207) 287-3455

Bonnie Brathwaite
Regional Division Director
Supplemental Nutrition Assistance Program
Northeast Regional Office, FNS/USDA

Director Brathwaite:

Enclosed, please find Maine's request to provide emergency SNAP allotments to eligible SNAP households for a minimum of two months in accordance with H.R. 6201 and the attached Emergency Allotment Guidance template. Also included please find a copy of an Executive Order signed by State of Maine Governor, Janet T. Mills, dated March 18, 2020: EO 14; An Order to Protect Public Health. Please contact Ian Miller, Senior Food Supplement Program Manager, at ian.miller@maine.gov or (207) 242-5950 if you have any questions. Thank you for considering this request.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Anthony Pelotte'.

Anthony Pelotte, Director
Office for Family Independence

Cc: Dan Cohen, Chief Operating Officer
Liz Ray, Associate Director of Policy and Programs
Jeff Farnsworth, Associate Director of Regional Operations
Jamie Pruett, Associate Director of Business Technology
Amber McAllister, Assistant Director of Business Technology
Julian Baer, Senior TANF and ASPIRE Program Manager
Lea Studholme, Senior MaineCare Program Manager
Esther Bullard, MaineCare Program Manager
Alexandria Lauritzen, TANF Program Manager
Rene Bernard, Training Program Manager
Don Ellis, Overpayment/EBT Manager

Request to Provide Emergency Allotments (Supplements) to SNAP Households

The contents of this document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

1. Type of Request: Initial

2. Primary Citation: Families First Coronavirus Response Act

3. State: Maine

4. Proposed Alternative Procedures:

The State proposes to provide an emergency allotment to address temporary food needs to households to bring all households up to the maximum benefit due to pandemic related economic conditions for up to 2 months. Contingent upon the availability of funding and ongoing need, USDA may approve additional months of emergency issuance with an extension request from the State.

These households are eligible for temporary emergency allotments because:

- There is a public health emergency declared by the Secretary of Health and Human Services and there is a State-wide emergency or disaster declaration (copy attached); and
- Due to Covid-19 [check all that apply]:
 - Residents of the State are confirmed to have contracted Covid-19
 - Some or all areas of the State are containment or quarantine zones
 - Businesses have closed or significantly reduced their hours
 - The State's residents have experienced economic impacts due to job suspensions or losses
 - The State's residents have been directed to practice social distancing

Issuing Emergency Allotments to Current SNAP Households:

Supplemental emergency allotments would be issued in the following manner:

In March, 2020

- On a single date [specify]: _____
- Over a series of days as follows: _____
- Staggered as follows: _____

Other: The first supplement will be issued in April during our normal issuance cycle (the 10th through the 14th). The second will be issued in May during our normal issuance cycle.

In subsequent months, emergency allotments should be provided in accordance with the State's regular issuance schedule. If a State wants to use a different schedule, explain:

The State may provide the emergency allotment(s) without contacting the household. While individual notification is not required, States should notify clients consistent with SNAP requirements for mass changes, including notice that emergency allotments will be issued for up to 2 months. Should this schedule change and additional months are approved during the public health emergency, the State will provide a subsequent mass change notice at that time.

Other Requirements: [If applicable, STATE SHOULD ADDRESS ANY OTHER STATE-SPECIFIC NEEDS THEY MAY HAVE.]

All emergency allotments will be delivered on the household's EBT card.

The State's SNAP agency also agrees to complete the FNS-292 on a timely basis in accordance with requirements as well as all other normally recurring SNAP reporting included the FNS 46 and 388 reports, on a timely basis in accordance with requirements.

In addition, The State agency will submit weekly reports to FNS with the following information for the entire State:

- The value of EA issued.
- The average issuance amount per household.
- The number of households issued EA

Justification for Request: Coronavirus COVID-19, as provided by H.R. 6201 - 116th Congress (2019-2020): Families First Coronavirus Response Act

5. Affected Caseload:

One month estimates for existing SNAP households under these procedures:

- Number of households receiving emergency allotments benefits: 59,799
- Amount of emergency allotment benefits issued for one month: \$11,508,646
- Number of months requested (2 month limit) two

USDA reserves the right to withdraw or otherwise modify this approval subject to availability of funding

6. Anticipated Implementation Date: April 10th

7. Signature and Title of Requesting State Agency Official:


Signature

Anthony Pelotte, Director, Office for Family Independence
Print Name and Title

8. Date of Request: 3/27/20