



Government of the Virgin Islands of the United States
DEPARTMENT OF HUMAN SERVICES

Office of the Commissioner

January 18, 2023

Ms. Bonnie Brathwaite
SNAP Regional Division Director
USDA/FNS Northeast Regional Office #10
Causeway Street, Room 501
Boston, MA 02222

RE: USDA/FNS Emergency Allotment Request

Dear Director Brathwaite:

As part of the Virgin Islands Department of Human Services (VIDHS) Pandemic Contingency Plan, I am requesting approval of the attached request to provide an emergency allotment to bring all households up to the maximum benefit for the month of January 2023. On September 30, 2022, the VI DHS Agency Declaration to Extend the State of Emergency expired. Thus, the approved amendment to the VI DHS Agency Declaration to Extend the State of Emergency is in effect and attached.

As an essential agency, VIDHS is committed to providing our clients with the optimal level of service needed, while at the same time ensuring their safety and the safety of our employees. SNAP Certification offices remain accessible to the public via telephone and internet services. Customers are encouraged to download the application and change forms located on the DHS website.

Customers are encouraged to email, mail, fax documents or deposit them in a secure drop box located at each local office. The agency will expand telephone coverage to ensure responsive customer service. Frequent public service announcements will be done to inform the community of all program and procedural changes as well as appearances on radio broadcasts which will be available on our DHS Facebook page and DHS website, when at all possible. On behalf of my VIDHS SNAP staff, I would like to express our appreciation for the continued support and cooperation received from you and your staff at the Northeast Regional Office (NERO).

Sincerely,


Kimberley Causey- Gomez
Commissioner

cc: Michal Rhymer-Browne, Assistant Commissioner
Taetia Phillips- Dorsett, SNAP Assistant Administrator

Natalie L. Bailey, SNAP Administrator
Emmanueline Archer, SNAP Territorial Director

State Template – FFCRA SNAP Emergency Allotment Request

States must provide the following to their FNS Regional SNAP contact(s) for each month covered by this request.

State/Territory: Virgin Islands

1. [January] EA Issuance date(s): January 21, 2023
(Provide exact dates of planned EA issuance for the month or annotate above if the State will be providing EA benefits in accordance with the State’s regular issuance schedule.)

2. [January] estimate of the number of households and estimated EA amount:
Number of households receiving emergency allotment benefits: 11,083
Amount of emergency allotment benefits issued per month: \$ 2,147,255.00

Confirmation that one or more of the following conditions exists 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

And

The State’s emergency or disaster declaration remains active

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



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**AMENDMENT TO VI DHS AGENCY DECLARATION DECLARING A STATE OF EMERGENCY
IN RESPONSE TO THE COVID-19 CORONAVIRUS PANDEMIC
IN THE UNITED STATES VIRGIN ISLANDS**

WHEREAS, on March 13, 2020, the Governor Albert Bryan Jr. issued the Executive Order and Proclamation Declaring a State of Emergency in response to the Covid 19-CoronaVirus Pandemic (Declarations of a State of Emergency), and the Government has been coordinating the Territories' response and enforcing protective actions to address" COVID-19, a public health, safety, and welfare of residents and visitors located in the Virgin Islands


WHEREAS, approximately 21287 persons have been known to contract the coronavirus and have been identified in the United States Virgin Islands and 120 have died;

WHEREAS, the Department administers programs and supports to the Territories most vulnerable citizens and collaborates with community and health partners to meet the challenges posed by COVID-19 Virus;

WHEREAS, despite the progress that is continuing to be made by the Territory and there is a vaccine available to prevent the COVID virus, COVID 19 continues to be a public health risk and Virgin Islands residents continue to contract the Virus;

WHEREAS, in addition to liability protections, the state of emergency allows for the Department of Human Services and the United States Virgin Islands to continue to take part in and offer all flexibilities allowable under Federal and Territory law related to the COVID-19 pandemic that benefit or provide relief to the residents of the Territory;

THEREFORE, I, Commissioner Kimberley Causey Gomez, in consultation and with concurrence of the Honorable, Governor Albert Bryan Jr. hereby amend the VI DHS Agency Declaration to Extend the State of Emergency made on July 20, 2022 and extend the state of emergency that continues to exist throughout the United States Virgin Islands for the purposes of responding to COVID 19 effective through the Federal expiration date.



Kimberley Causey- Gomez
Commissioner
Virgin Islands Department of Human Services

09/15/2022

Date

P-SNAP (Emergency Allotment) Updated Schedule

- 01/02/2023 – Added January 2023 P-SNAP schedule

P-SNAP for November 2022		
1. Issue November 2022 P-SNAP to ongoing cases	November 19, 2022 10:00 AM – 11:30 AM CST	Completed
2. List of SNAP cases with less than \$10 benefits in November 2022	November 19, 2022 10:00 AM – 11:30 AM CST	Completed
3. Issue November 2022 P-SNAP to applications approved after November 19, 2022	December 17, 2022 10:00 AM – 11:30 AM CST	Completed
4. Issue November 2022 P-SNAP to applications approved after December 17, 2022	January 21, 2023 10:00 AM – 11:30 AM CST	Scheduled
5. EA run as requested	TBD	DFA will inform PSI if additional EA run is needed
P-SNAP for December 2022		
6. Issue December 2022 P-SNAP to ongoing cases	December 17, 2022 10:00 AM – 11:30 AM CST	Completed
7. List of SNAP cases with less than \$10 benefits in December 2022	December 17, 2022 10:00 AM – 11:30 AM CST	Completed
8. Issue December 2022 P-SNAP to applications approved after December 17, 2022.	January 21, 2023 10:00 AM – 11:30 AM CST	Scheduled
9. Issue December 2022 P-SNAP to applications approved after January 21, 2022	February 18, 2023 10:00 AM – 11:30 AM CST	Scheduled
10. EA run as requested	TBD	DFA will inform PSI if additional EA run is needed
P-SNAP for January 2023 (Waiting for Approval)		
11. Issue January 2023 P-SNAP to ongoing cases	January 21, 2023 10:00 AM – 11:30 AM CST	Scheduled
12. List of SNAP cases with less than \$10 benefits in January 2023	January 21, 2023 10:00 AM – 11:30 AM CST	Scheduled Cases need to be manually approved
13. Issue January 2023 P-SNAP to applications approved after January 21, 2023.	February 18, 2023 10:00 AM – 11:30 AM CST	Scheduled
14. Issue January 2023 P-SNAP to applications approved after February 18, 2023.	March 18, 2023 10:00 AM – 11:30 AM CST	Scheduled
15. EA run as requested	TBD	DFA will inform PSI if additional EA run is needed