229 North Sycamore Street
Petersburg, Virginia 23803
804-862-1100 or 800-868-1012
Fax: 804-861-4311

103 E Water St, Suite 201/202
Charlottesville, Virginia 22902
434-296-8851 or 800-390-9983
Fax: 434-296-5731

## Supplemental Nutrition Assistance Program (formerly Food Stamps) - 2023

## What is the Supplemental Nutrition Assistance Program (SNAP)?

This is a federal program that gives households benefits that can be used just like money to buy food. Benefits are given in a card by electronic benefit transfer (EBT). In Virginia, the EBT card is called the "Cardinal Card." Benefits are given to a household - a group of people who buy and prepare food together. They do not have to be related to each other or share their income. Parents and their children under age 22 who live together always will be a household.

## Who can get SNAP benefits?

Households must have low resources (property) and low income to get SNAP benefits. All households can have up to $\$ 2,750$ in countable resources. Households of two or more can have up to $\$ 4,250$ in countable resources, if at least one person is elderly ( 60 or older) or disabled. Your home you live in, household goods, furniture, clothing, and motor vehicles are not counted.

## What are the income limits to get SNAP benefits?

Income limits depend on household size. The more people in the household, the more the monthly income limit. Households with an elderly or disabled member must have net income after deductions at or below $100 \%$ of poverty. Households without an elderly or disabled member must have gross income before deductions at or below $130 \%$ of poverty and net income after deductions at or below $100 \%$ of poverty.

## What are the deductions?

To figure monthly net income, households add up income and subtract deductions. There are six possible deductions. Deduction amounts change over time. From October 1, 2022 through September 30, 2023 these are the deductions.

1. Standard - \$193/month, if 1-4 in household, $\$ 225 /$ month if 5 in household, $\$ 258 /$ month if 6 or more in household
2. Work - 20 percent of wages from a job.
3. Medical - Household members who are 60 or older, or who get Social Security or SSI benefits, can deduct their out-of-pocket medical expenses greater than $\$ 35$ per month.
4. Child Care - Expenses to care for a child or other dependent so a household member can work.
5. Legally owed child support payments.
6. Shelter - Housing and utility expenses greater than 50 percent of income after all other deductions are subtracted. The maximum amount of shelter expenses that can be deducted is $\$ 624 /$ month, unless the household has an elderly or disabled member. For households where all members are homeless, deduct $\$ 166.81 /$ month.

## What can I buy with SNAP benefits?

You can use SNAP benefits to buy food or seeds and plants to grow food in your home garden. You cannot use SNAP benefits to buy these items:

- Alcoholic beverages or tobacco.
- Hot foods ready for immediate consumption or foods to be eaten on the store premises.
- Pet foods.
- Soap or paper products or other non-food items.
- You cannot use SNAP benefits to pay back grocery bills.

At the checkout counter, tell the cashier beforehand that you will pay with the Cardinal Card. You may need to separate the items you can pay for with SNAP benefits from other items. You will not be charged sales tax on food items or meals purchased with SNAP benefits.

## How do I apply for SNAP benefits?

You apply for SNAP benefits at your county or city's Department of Social Services (DSS). You have the right to apply the same day you go into the office. DSS may ask for written proof (verification) only about your income, liquid resources (checking or savings account), medical costs, utility costs and Social Security numbers. DSS may not ask for written proof of anything else unless they have a good reason to question it.

People eligible for SNAP benefits, must get them within 30 days after application. Those who are "destitute" must get SNAP benefits within 7 days after application. (Destitute means either 1) gross monthly income less than $\$ 150$ and liquid resources less than $\$ 100$, or 2 ) gross monthly income plus liquid resources are less than monthly shelter expenses.)

## How do I appeal a decision about SNAP benefits I disagree with?

If SNAP benefits are denied, reduced or ended, or if you disagree with any action taken on your SNAP benefits case, you may file an appeal by asking DSS for a fair hearing. You may ask for this orally, but it is better if you to do it in writing. You must file an appeal within 90 days of the action. In a SNAP benefits termination case, if you appeal within 10 days, you may be able to keep getting SNAP benefits on appeal.

Authorized by Steve Dickinson, Esq., Executive Director, P.O. Box 12206, Richmond, VA 23241

## Supplemental Nutrition Assistance Program (SNAP) Computation Worksheet for Household with no Elderly ( 60 or older) or Disabled Members

I. Find Gross Income Eligibility

Gross Earned Income per Month Add Other Income

Gross Income per Month
$+\$$
$+\underline{\$}$
$=\$$ Compare Gross Income (\#1) to Chart (If gross income is higher than chart, $130 \%$ of poverty, household is not eligible.)


## II. Find Adjusted Income

Gross Earned Income per Month
Subtract 20\% of Earned Income
Subtotal
Add Other Income
Subtotal $\qquad$
Subtract standard deduction (\$193 for 1-4 in
HH, \$225 for 5, \$258 for 6+ )
Subtotal
Subtract dependent care

- \$
$=\$$
Subtotal
- \$

Subtract legally owed child support payments
Adjusted Income
$=\$$

- \$
$=\$$
(\#2)


## III. Find Excess Shelter Costs

a. Rent or mortgage
b. Add home insurance
c. Add property taxes on home
d. Phone (basic cost of one phone)
e. Home heating
f. Electricity
g. Gas
h. Water/sewer +
i. Septic tank maintenance $\quad+$
j. Garbage +
k. Total utilities ( d through j )

Total shelter costs ( $\mathbf{a}+\mathbf{b}+\mathbf{c}+\mathbf{k}$ )
Subtract $1 / 2$ of Adjusted Income (\#2)
Excess shelter costs*

$$
\begin{aligned}
& \text { \$ } \\
& +\$ \\
& +\$
\end{aligned}
$$


$\$$ Utility Allowance, if HH responsible for heating/cooling expense, \$374 for 1-3 in HH $\$ 473$ for 4+ in HH )
$+\$$
$=\$$

- \$
$=\$$
*If result is negative, enter $\$ 0.00$. If result exceeds $\$ 624.00$, enter $\$ 624.00$.
IV. Find Net Income

Take the figure for Adjusted Income (\#2) $=\$$
Subtract excess shelter costs (\#4) (\$624 max) - \$
Net Income $=\$$ (\#5)
V. Find Amount of SNAP Benefits

Compare Net Income (\#5) to Chart
(If net income is higher than chart, $100 \%$ of poverty, household is not eligible.)

Multiply household's Net Income (\#5) by 0.30 \$
Find Adjusted SNAP Benefits Income: round down to next whole dollar if answer ends in 1-49ф, round up to next whole dollar if answer ends in 50-99ф \$
Subtract Adjusted SNAP Benefits Income (\#6) from the figures in the Chart below:


Maximum SNAP Benefits Amount (from Chart)
Subtract Adjusted SNAP Benefits Income (\#6) - \$

| $-\$$ |
| :--- |
| $\$$ |$(\# 6)$

If the number of people in the household is three or more, and the answer to $\# 7$ is $\$ 1, \$ 3$ or $\$ 5$, round up $\$ 2, \$ 4$ or $\$ 6$
$\$$

If the number of people in the household is one or two, the household is entitled to at least $\$ 23$ in SNAP benefits.
$\$$
Amount of SNAP Benefits household is eligible to receive: Use \#7 (or \#8 or \#9, if they apply). \$

REVISED EFFECTIVE: 10/01/22 through 09/30/23 - Household with no Elderly or Disabled

## Supplemental Nutrition Assistance Program (SNAP) Computation Worksheet for Household with Elderly (60 or older) or Disabled Members

## I. Find Adjusted Income

Gross Earned Income per Month
Subtract 20\% of Earned Income
Subtotal
Add Other Income
Subtotal


Subtract standard deduction (\$193 for 1-4 in HH, \$225 for 5, \$258 for 6+ )
Subtotal
Subtract dependent care
Subtotal
Subtract legally owed child support payments
Subtotal

- \$
$=\$$
- \$
$=\$$
- \$
$=\$$
If medical costs over $\$ 35$ per month, subtract
$\$ 200$, or actual costs if more than $\$ 235 /$ mo
Adjusted Income

$$
\text { - } \$
$$

$$
=\$
$$

## II. Find Excess Shelter Costs

a. Rent or mortgage
b. Add home insurance
c. Add property taxes on home
d. Phone (basic cost of one phone)
e. Home heating
f. Electricity
g. Gas
h. Water/sewer
i. Septic tank maintenance

$+\$$ $+\$$
$+\quad \$$
$+\$$
$+$
j. Garbage
k. Total utilities ( d through j )

Total shelter costs ( $\mathbf{a}+\mathbf{b}+\mathbf{c}+\mathbf{k}$ )
Subtract $1 / 2$ of Adjusted Income (\#2)
Excess shelter costs
(if result is negative, enter $\$ 0.00$ )

## III. Find Net Income

Take the figure for Adjusted Income (\#1) $=\$$
Subtract excess shelter costs (\#3) (no max) - \$
Net Income $=\$$ $\square$ (\#4)

## IV. Find Amount of SNAP Benefits

Compare Net Income (\#4) to Chart (If net income is higher than chart, $100 \%$ of poverty, household is not eligible.)

Multiply household's Net Income (\#4) by 0.30 \$
Find Adjusted SNAP Benefits Income: round down to
next whole dollar if answer ends in 1-49 $¢$, round up
to next whole dollar if answer ends in 50-99ф
$\$$
Subtract Adjusted SNAP Benefits Income (\#5)
from the figures in the Chart below:


Maximum SNAP Benefits Amount (from Chart) \$
Subtract Adjusted SNAP Benefits Income (\#5) - \$
$\qquad$
$\qquad$
$\$$
If the number of people in the household is three or more, and the answer to $\# 6$ is $\$ 1, \$ 3$ or $\$ 5$, round up $\$ 2, \$ 4$ or $\$ 6$
$\$$
If the number of people in the household is one or two, the household is entitled to at least $\$ 23$ in SNAP benefits.
$\$$
Amount of SNAP Benefits household is eligible to receive: Use \#6 (or \#7 or \#8, if they apply). \$

REVISED EFFECTIVE: 10/01/22 through 09/30/23 - Household with Elderly or Disabled
Note: If this is a separate household due to special circumstances, the gross income limits for the remaining household members, $165 \%$ of poverty, are:

Household Size
Max Gross Income

$$
\frac{\mathbf{1}}{\$ 1,869} \underset{\$ 2,518}{\frac{\mathbf{2}}{\$ 3,167}} \frac{\mathbf{4}}{\$ 3,816} \underset{\$ 4,465}{\frac{\mathbf{5}}{\$ 5,1} 14} \frac{\mathbf{7}}{\$ 5,763} \frac{\mathbf{8}}{\$ 6,412} \frac{+\mathbf{1}}{\$ 649}
$$

