

Action Request Transmittal Office of Self-Sufficiency Programs



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Manager

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Number: SS-AR-19-017

Issue date: 12/13/2019

Update date: 02/25/2021

Due date: 12/13/2019

Update date: 02/01/2021

Topic: Food Benefits

Subject: US Census Income

Applies to (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Type B | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental
Disabilities Services (ODDS) |
| <input checked="" type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In
Home Services |
| <input type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): 5503 |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Action required:

This transmittal reflects the extended period for this waiver and includes the ONE System guidance.

The State of Oregon SNAP program has requested to continue participating in a federal waiver related to US Census Income. Under this waiver, the SNAP program will **exclude** the income of a temporary employee of the US Census Bureau (employed to assist in Census Bureau's Post-Enumeration Survey (PES) operations from February 1, 2021, through October 31, 2021).

Note: Except HSD (MAGI) medical, all other programs (ERDC, TANF, REF, REFM, DSNAP, TA-DVS and APD medical) exclude this income, see OAR [461-145-0130](#). HSD medical programs count this income for both the monthly and annual income calculations, see OAR [410-200-0015](#) (54).

ONE Coding:

There is no income type of “census income” in the ONE system. For that reason, you must use the following coding to ensure the income is treated appropriately for all programs.

On the **Earned Income Details** screen:

- Select “*Wages*” for the **Earned Income Category** and
- Select “*Wages*” for the **Earned Income Type**

On the **Earned Income Details and Verification** screen:

- Add an **unavailable record** and choose the reason “*Income intended to be used to care for someone outside the household*”.

To comply with waiver requirements for SNAP, the number of cases with excluded census income must be tracked. To ensure the system can track this, enter the following case note:

- Choose **case note type** - *Disaster SNAP Expenses*
- **Case note** should say: “*Census income type not in the system. Income type Wages with unavailable reason (Income Intended to be used to care for someone outside the household) was used for census income for tracking and so the system would be treated correctly for all programs*”.

Choosing this case note type and entering the text as shown will enable the ONE system to identify which cases were updated using this IBP.

Other program specific instructions:

- ERDC is excluding census income; however, verified census income can be used to allow families authorized child care hours. Follow normal verification process.
- TANF is excluding census income: however, for JOBS eligible TANF participants, a work (WO) step can be added, and support services provided. Verification of work hours must be verified in accordance with the JOBS Activity Guide (JAG) to enter WO attendance.
- JPI/JP2 – employment hours for census income may also be counted to determine eligibility for JPI/JP2. The ONE system automatically issues JPI benefits.

For additional program specific guidance not included here, please contact the policy box for that specific program.

Reason for action: The Food and Nutrition Service (FNS) supports the use of the Census waiver by states to encourage SNAP participants to accept temporary census work without having a negative impact in their benefit levels.

Field/stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s): SNAP policy or individual programs	
Phone:	Fax:
Email: SNAP.POLICY@dhsosha.state.or.us	