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**OWF/PRC Guidance Letter No. 37**

To: Directors, County Departments of Job and Family Services  
Directors, County Public Children Services Agencies  
Directors, Child Support Enforcement Agencies  
Regional Account Managers

FROM: Jo Ann Davidson, Interim Director

**SUBJECT: PRC: FEDERAL POVERTY GUIDELINE UPDATE**

The purpose of this guidance letter is to provide an update of the Health and Human Services (HHS) poverty guidelines for those county department of job and family services (CDJFS) who utilize the federal poverty guideline (FPG) measure in their Prevention, Retention, and Contingency (PRC) program. HHS has published the 2001 Federal Poverty Guidelines (FPG) in the Federal Register on February 16, 2001. These guidelines go into effect on the day they are published unless an office administering a program using the guidelines specifies a different effective date for that particular program. Therefore, if a county's PRC plan includes a specific date to apply the new FPG, adjustments should be made by that date.

A monthly guideline chart which reflects the new poverty guidelines is attached. The chart contains a range of percentages which CDJFS' may utilize. For those counties that use different percentage amounts than what is provided, the formula we used to compute the monthly amount is provided below.

$$\begin{aligned} \text{Annual FPG} \div 12 \text{ months (rounded up)} &= 100\% \text{ monthly FPG} \\ 100\% \text{ Annual FPG} \times \% \text{FPG (rounded up)} &= \text{Monthly Amount} / \text{AG size} \end{aligned}$$

This formula differs from the computation provided in OWF/PRC Guidance Letter 16A. However, it is consistent with the new methodology issued by HCFA for the Medicaid program. Because of the flexibility in the PRC program, counties may use either this methodology or any other reasonable methodology that they might develop.

Attachment  
JRS:dr

c:	County Commissioners Assoc.	Cheri Walter	Joel Potts	Stan Sells
	OHSDA	Deputy Directors	Bill Demidovich	
	PCSAO	John E. Schuster	Lou Ann Shy	
	Technical Assistance Managers	Regional Acct. Managers	Rick Smith	
	Deputy Acct. Managers	Bureau Chiefs/OWD	Wayne Sholes	