

February 20, 2003

OWF/PRC Guidance Letter No. 51

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

FROM: Tom Hayes, Director

SUBJECT: 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 (CDJFSs) who utilize the federal poverty guideline (FPG) measure in their Prevention, Retention, and Contingency (PRC) program. HHS has published the 2003 Federal Poverty Guidelines in the Federal Register on February 7, 2003. 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 CDJFSs 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.

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

Attachment

TH:dr

c: County Commissioners Assn.
OJFSDA
Lou Ann Shy
Deputy Directors
Stan Sells

Joel Potts
PCSAO
Fayetta Moore
Bureau Chiefs, Office of Family Stability