

P-2202 TIME LIMITS (continued)

P-2202B Break in Benefits (Reach Up rule 2238.2) **(20-08)**

A household who does not follow through with Reach Up Services (case management) will not be eligible for two months after their Reach Up grant closes. Reach Up Supervisors or Case Managers will start the break and place a WARN and CATN in ACCESS listing the dates the household will not be eligible.

If it is a 2-parent family the break in benefits follows the parent who did not comply.

See Reach Up Services procedures [2349A](#) and [2349B](#) for more details about Time Limit requirements.

Impact on 3SVT and Supplemental Fuel Benefits

If the household also receives 3SVT and/or Supplemental Fuel benefits, continue to count the benefit amount they would have received in Reach Up during the break in the 3SVT and/or Supplemental Fuel budgets. Enter a UNEA panel for the amount of the Reach Up benefit the household would have received. This should be coded as countable for 3SVT and Seasonal Fuel only (FS and SF).

Reapplying after a Break in Benefits

The household must reapply if the Reach Up case was closed. Households can apply up to 30 days before their break in benefits period ends.

Benefits will not be approved until:

- the two-month break in benefits due to non-compliance has passed;
- all required paperwork and verification is received;
- the household has met with a Reach Up case manager; and
- the household has met the family work requirement for two consecutive weeks, but no later than the 30th day following the date of application (unless the processing date is extended due to department delay or good cause); **or**
- the household has provided verification of a deferment and meets the criteria for the deferment.

Applying within 30 days of last closure

ACCESS will automatically deny an application if a household applies within 30 days of last closure for someone who is in a 2-month break in benefits due to non-compliance with Reach Up services.

BPS Support

See guidance [Time Limits Closures and Breaks in Benefits Chart](#).

Counting Reach Up benefit in 3SVT and SF budgets

See Standard Operating Procedure ([SOP](#)) 2238 for details on what to do in ACCESS to make sure the 3SVT and Supplemental Fuel budget are correct if a household closes with a two month break in benefits.

STAT C UNEA

```
10/25/17 14:07 UNEARNED INCOME      QUESTION 28 ( UNEA . 01 )
                                     (LAST UPDATED:  /  /  :  ; ASPAFI  )
                                     AVG MONTHLY
NAME OF PERSON                       INCOME AMT  RECEIPT DATE
RECEIVING UNEARNED INCOME           $$$$ ¢¢   MO DA YEAR  TYPE  REC
FRED FARQUAR                         00650 00   10 01 2017  24   Y
                                     **DESCRIPTION**
                                     60+ Sanction

UNEARNED INCOME TYPES:
01 SSA                                09 MILITARY ALLOTMENT    17 RETIREMENT
02 SSI-AABD                          10 GENERAL ASSISTANCE    18 COUNT FOR ALL PROGRAMS
03 VT UNEMPLOYMENT COMP              11 VA PENSION           19 NOT COUNT ANY PROGRAM
04 CHILD SUPPORT                    12 GIFTS, PRIZES, INHERIT 20 COUNT RUFA, RUFA-ME, TCC
05 WORKMANS COMP                    13 STRIKE BENEFITS      21 COUNT FS
06 RAILROAD RETIREMENT              14 FOSTER CARE          22 COUNT SSI-ME
07 DIVIDENDS                        15 PUBLIC ASSISTANCE     23 COUNT SF
08 VA COMPENSATION                  16 LUMP SUM              24 COUNT FS AND SF
                                     25 JTPA STIPEND
```

On the UNEA panel enter the following information:

- INCOME AMT: Reach Up benefit household was entitled to prior to break in benefits
- TYPE: code 24 (Count for 3SVT and Fuel)
- REC (recurring): Y (Yes)
- **DESCRIPTION**: 60+ Sanction

STAT D MEMB

Check to see if participant has had a two-month break in benefits.

```
04/28/14 13:19  HOUSEHOLD MEMBER QUESTION 01 ( MEMB . 01 )
                  (LAST UPDATED: 04/28/14 11:44 | ASPADA )

NAME                ASSIST ASKED      BIRTH DATE
** FIRST ** I **** LAST      MO DA YEAR  *** SSN *** S

*PR
*** RELATION *** REL RU
SELF              01  2

RUFA              REACH
DEDUCT CODE CAT P
81               TEL
WORK READY CODE
EP

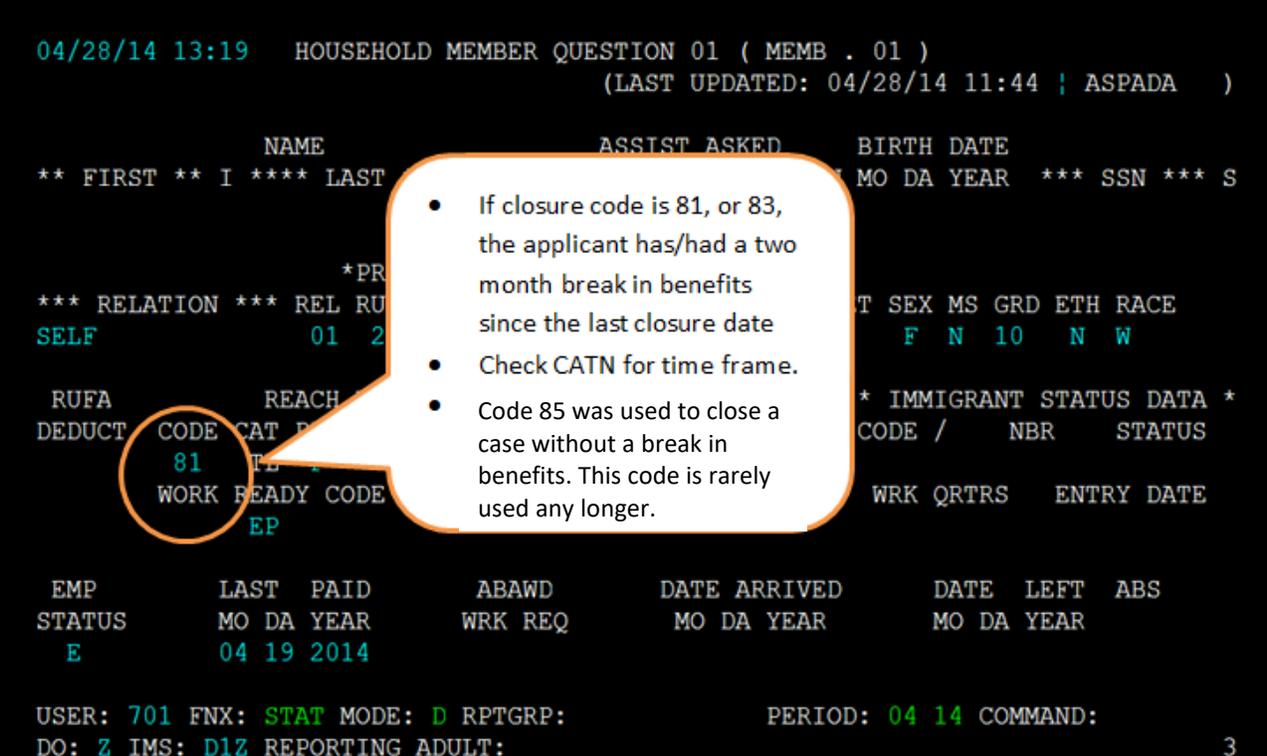
* IMMIGRANT STATUS DATA *
CODE /  NBR  STATUS
WRK QRTS  ENTRY DATE

EMP      LAST PAID      ABAWD      DATE ARRIVED      DATE LEFT  ABS
STATUS   MO DA YEAR      WRK REQ      MO DA YEAR        MO DA YEAR

E        04 19 2014

USER: 701 FNX: STAT MODE: D RPTGRP:      PERIOD: 04 14 COMMAND:
DO: Z IMS: D1Z REPORTING ADULT:

3
```



- If closure code is 81, or 83, the applicant has/had a two-month break in benefits since the last closure date
- Check CATN for time frame.
- Code 85 was used to close a case without a break in benefits. This code is rarely used any longer.

Auto Denial not working

The auto-denial for the first 30 days after closure during break in benefits does not require approval in ELIG C. Check CASE D to make sure that the case has been denied. If it is still active, turn the case around with STAT C TRANS. If it is still active, go into ELIG C RUFA and approve the denial.

Guidelines for re-APPLing cases that have received over 60 months

Date application or required information is received	Reason for previous closure	When to re-APPL	Must meet 60 month application requirements before granting?
Before closure date	Non-coop - Eligibility reasons (failure to complete review, provide requested documentation, etc.) and they do not have a code 81 in PERS D HIST	Day after closure date	No
	Non-compliance with Reach Up services (codes 83 or 81) – 2 month break in benefits	Day application is received	N/A – ACCESS is programmed to automatically deny these cases.
After closure date	Non-coop - Eligibility reasons (failure to review, provide requested documentation, etc.)	Day required information is received	Yes
	Non-compliance with Reach Up services (codes 83 or 81) – 2 month break in benefits	Day application is received	If APPL is entered within 30 days of closure with code 81 or 83 ACCESS will automatically deny. If APPL is entered in 2 nd month after closure with code 81 or 83 ACCESS will allow it to remain pending so that it can be approved when the break in benefits is over.