

**DSS ADMINISTRATIVE LETTER NO. ECONOMIC AND FAMILY SERVICES 2-2012  
(Work First)**

**TO:** COUNTY DIRECTORS OF SOCIAL SERVICES  
**ATTENTION:** Work First Program Administrators, Managers and Supervisors  
**DATE:** March 15, 2012  
**SUBJECT:** Federal Poverty Guidelines  
**EFFECTIVE DATE:** April 1, 2012

**I. GENERAL INFORMATION**

The purpose of this letter is to inform you of the 2012 Health and Human Services Poverty Guidelines. Each year the United States Department of Health and Human Services (HHS) issues poverty guidelines, which are published in the *Federal Register*. The 2012 HHS Poverty Guidelines are available. These guidelines were used to develop the income limits for the 150 and 200 percent income guidelines. See charts below:

**200% of Federal Poverty Guidelines for 2012 – (Monthly Income Limits)**

Family Size	1	2	3	4	5	6	7	8
200%	\$1,862	\$2,522	\$3,182	\$3,842	\$4,502	\$5,162	\$5,822	\$6,482

For each additional family member add \$660.

**150% of Federal Poverty Guidelines for 2012– (Monthly Income Limits)**

Family Size	1	2	3	4	5	6	7	8
150%	\$1,397	\$1,892	\$2,387	\$2,882	\$3,377	\$3,872	\$4,367	\$4,862

For each additional family member add \$495.

**II. IMPLEMENTATION PROCEDURES**

The DSS-8225, Eligibility Worksheet, is updated to reflect the above guidelines effective April 1, 2012.

### III. EFFECTIVE DATE

This policy is effective April 1, 2012. Should you need additional guidance, please contact your Work First Program Consultant.

Sincerely,

A handwritten signature in cursive script that reads "Dean Simpson".

Dean Simpson, Chief  
Economic and Family Services  
Division of Social Services

cc: Sherry S. Bradsher  
Jack Rogers  
Kathy Sommese  
Hank Bowers  
Kevin Kelley  
Work First Program Consultants  
Local Business Liaisons