

NYSOTOA  
STATE SUPPLEMENT PROGRAM  
PO BOX 1740  
ALBANY, NEW YORK 12201

New York State  
Office of Temporary  
and Disability Assistance



John Q Public  
123 Main Street  
Any Town, NY 12345

## SAMPLE SSP LETTER

Person 10 Number: 1004-7248

The purpose of this letter is to inform you of changes to the New York State Supplement Program (SSP) beginning in October 2014.

The monthly Supplemental Security Income (SSI) benefit which you currently receive from the Social Security Administration (SSA) includes both federal funds and a monthly New York State supplement. Beginning in October 2014 your same monthly SSI benefit will be issued as two separate payments. The federal government will issue the federal portion and New York State will issue the SSP portion. Your SSP payment will be made on or before the first day of each month.

This will not change your eligibility, the way you get your benefits, or the total amount of your monthly benefit.

Please read the Question and Answer sheet which provides more information about this change. If you have any additional questions please call the New York State SSP Customer Support Center at 1-855-488-0541 or visit the New York State website at [www.otda.ny.gov/programs/ss](http://www.otda.ny.gov/programs/ss).

If you would like information about other available human services benefit programs in New York State, please visit [www.myBenefits.ny.gov](http://www.myBenefits.ny.gov).

**If you are blind or visually impaired, and are having difficulty reading this notice, please contact us to learn about other formats by which you can receive notices from us.**



---

## Question and Answers for SSI Recipients

---

**What is an SSP Payment?** The Social Security Administration (SSA) currently sends you a monthly payment, part or all of which comes from money that New York State (NYS) provides. This is called the SSI State Supplement Program (SSP) payment. When SSA also makes a federal Supplemental Security Income (SSI) payment to you, they add these two amounts together, and they send to you as one payment.

**What will change on October 1st?** If you receive both SSI and SSP you will receive two payments, one from SSA and one from NYS. If you receive only SSP you will receive one payment from NYS.

**Will I continue to receive the same benefit amount? Yes.** NYS sending you your SSP payment will not change the total amount you receive.

**Do I need to do anything?** No, there is no need for you to do anything.

**Will I get information from SSA before October 1st? Yes.** You will receive a notice from SSA. This notice will tell you that your SSI payment is changing. This just means that the Social Security Administration will not be sending the SSP portion of your monthly payments starting in October, but NYS will be.

**How will I be able to identify my SSP direct deposit payment on my bank statement?** A notation will appear with an SSP direct deposit credit on your bank statement. If you receive a paper check in the mail, your SSP check will come from New York State.

**What if I have a Representative Payee?** If you have a Representative Payee for your SSI benefits, that person will automatically receive your state SSP benefits notices on your behalf.

**What if I have questions?** If you have any questions, please call the New York SSP Customer Support Center at 1-855-488-0541.