



# Food Distribution National Policy Memorandum

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United States  
Department of  
Agriculture

Food and  
Nutrition  
Service

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**DATE:** August 21, 2008  
**POLICY NO.** FD-078: Food Distribution Program on Indian Reservations (FDPIR)  
**SUBJECT:** FDPIR Rounding Procedures

The purpose of this memorandum is to provide guidance regarding the rounding procedures to be used when determining the total resources and net monthly income of applicant households. Indian Tribal Organizations (ITO) and State agencies must use one of the following two rounding procedures. Whichever procedure is chosen by the ITO/State agency, it must be consistently applied to all households.

(1) Round down an amount that ends in 1 through 49 cents and round up an amount that ends in 50 through 99 cents; or

(2) Apply the rounding procedure that is currently in effect for the Tribe's/State's Temporary Assistance for Needy Families (TANF) program.

In regard to resources, rounding procedures would only be applied to the combined total of nonexempt resources of all household members (see paragraph 4420 of FNS Handbook 501). The rounded amount of total household resources would then be compared to the applicable resource standard listed in paragraph 4410 of FNS Handbook 501.

Paragraph 4640 of FNS Handbook 501 shows the steps for calculating an applicant household's net monthly income. The rounding procedures would only be applied to the final result of the calculation after following steps A through G of paragraph 4640. The rounded amount of net monthly income would then be compared to the applicable income standard for the household's size listed in Exhibit M of FNS Handbook 501.

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