

Policy Clarification – SNAP

PFS-17665-506

Submitted: 08/2015

Agency: CAOs

Subject: Expedited SNAP Review for Households Currently Receiving SNAP

Question: Is it necessary to review every application for Expedited SNAP even if the household is already receiving SNAP and the purpose of the application is either to apply for a different benefit or to add on a new individual?

Response by: Division of Federal Programs

Date: 08/25/15

Every application is subject to a preliminary review, the first result of which should be to determine whether the application is from an **applicant or recipient household**.

An applicant household- *is a one- or multi-person household which has submitted an application requesting benefits the household currently does not receive. An applicant household must be screened for expedited SNAP.*

A recipient household- *is a household currently receiving SNAP, and is applying for a different benefit or adding on a new member to the SNAP benefit. A recipient household does not need to be screened for expedited SNAP.*

Example 1: Ms. H and her two children receive SNAP. They apply to add Mr. H to their SNAP benefits, as he recently returned to the household. A preliminary review determines this is not an applicant household, and no Expedited SNAP review is necessary.

Example 2: Ms. H and her two children receive SNAP. The CAO receives an application for Ms. H's adult cousin, Ms. T, and her child who recently moved in with Ms. H and her family. A preliminary review determines that Ms. T and her child are a separate household from Ms. H and constitute an applicant household. Ms. T's application must be reviewed for Expedited SNAP.

Note: Please remember to include the preliminary review of **recipient households** in the narrative, and include that an Expedited SNAP review was not applicable.