



OFFICE OF POLICY, PROCEDURES, AND TRAINING

POLICY BULLETIN #22-14-OPE

(This Policy Bulletin replaces PB #22-03-OPE)

WAIVER OF PERIODIC REPORTING REQUIREMENTS FOR SNAP HOUSEHOLDS AND SIX-MONTH MAILER FOR CA HOUSEHOLDS

Date: February 24, 2022	Subtopic(s): Covid-19, Waivers
Revised	<p>Revisions to the Original Policy Bulletin</p> <p>This policy bulletin is being revised to inform staff that:</p> <ul style="list-style-type: none"> • Cash Assistance (CA) households that were due to return CA six-month mailers during January, February, and March 2022 will not be required to submit them. No negative actions will be taken for failure to return a CA six-month mailer that would have been due in January, February, or March 2022, until March 14, 2022. This is based on a waiver from the state. <p>Purpose</p> <p>The purpose of this policy bulletin is to inform staff that CA and Supplemental Nutrition Assistance Program (SNAP) households that were due to return SNAP periodic reports and CA six-month mailers during January, February, and March 2022 will not be required to submit them. Therefore, negative actions will not be taken for failure to return a completed SNAP Periodic Report or a CA six-month mailer that would have been due in January, February, or March 2022. This is based on a waiver received by the state.</p> <p>Note: No negative actions will be taken for failure to return a completed CA six-month mailer until March 14, 2022.</p> <p>For any Periodic Reports that have been submitted by SNAP households that were previously required to be returned in January, February, or March 2022, Mailer and Match Action Program (MMAP) staff must evaluate the submitted Periodic Report for changes that would increase SNAP benefits. If the submitted Periodic Report and accompanying documents or matches would lead to an increase in SNAP benefits, the action must be processed. MMAP must not</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?
Call 718-557-1313 then press 3 at the prompt followed by 1 or
send an e-mail to *FIA Call Center Fax* or fax to: (917) 639-0298

process any requests that would result in a loss of benefits unless the request is to close the case.

Effective Immediately

Reference:

22 TA/DC007

Related Items:

[PB #20-15-ELI](#) Case Processing Changes due to COVID-19
[CD #21-07](#) Cash Assistance Six-Month Mailer / SNAP
Periodic Report – Negative Actions Returning