

DATE: January 22, 2020

TO: Subscribers

SUGGESTED DISTRIBUTION: Social Services District Commissioners
Temporary Assistant & SNAP Directors
Welfare Management Systems (WMS) Coordinators

FROM: Jeffrey Gaskell, Deputy Commissioner
Employment and Income Support Programs

SUBJECT: SNAP Claims for Multi-Person Cases with Deceased Individual(s)

EFFECTIVE DATE: Immediately

CONTACT PERSON: SNAP Bureau (518) 473-1469

During a 2018 federal Recipient Integrity Management Evaluation (ME) review of the Supplemental Nutrition Assistance Program (SNAP) in a social services district in New York State (NYS), the United States Department of Agriculture (USDA), Food and Nutrition Services (FNS) found that the reviewed district did not consistently and routinely explore, establish and/or collect claims, as appropriate, when death matches reported the death of a SNAP household member and the deceased is a member of a multi-person SNAP household. As a required corrective action, OTDA was directed to remind districts of the requirement to explore, establish and/or collect SNAP overpayment claims, as appropriate and consistent with the household's reporting requirements, when a member of a multi-person SNAP household is reported as deceased on a SSA or other death match report.

The purpose of this directive is to remind districts of the requirement to explore and establish claims for multi-person households that fail to report the death of a household member, timely and consistent with the household's reporting requirements. See Section E of [04-ADM-01](#), *Establishing and Collecting Food Stamp Overissuance Claims*, for further information regarding reporting requirements and SNAP claims establishment.

Under the SNAP Simplified ("Six Month") Reporting rules, if a member of a multi-person household dies during the certification period, the household is not required to report the change in household circumstances until the next required case contact (Periodic Report or recertification), except in the unlikely circumstance that the death of the household member causes the household's income to exceed 130% of the federal poverty level for the current certified household size. In most instances, overpayments due to the death of the household member would not begin until after the first required case contact following the death of the household member.

Under the SNAP Change (10-day) Reporting rules, if a member of a multi-person household dies, the household must report the death by the 10th day of the month following the month of the death. The earliest any overpayment due to the death of the household member could occur would be the second month following the month of the household member's death.



Households in receipt of SNAP benefits under the Transitional Benefits Alternative (TBA) are not required to report any changes, including the death of a household member, during the transition period.