

DATE: February 08, 2019

TO: Subscribers

SUGGESTED DISTRIBUTION: Commissioners, SNAP Directors, TA Directors, Employment Coordinators, and Staff Development Coordinators

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

SUBJECT: Release of Revised LDSS-4826B Interview/Verification Guide for the LDSS-4826 Supplemental Nutrition Assistance Program (SNAP) Application/Recertification

EFFECTIVE DATE: Immediately

CONTACT PERSON: Employment & Advancement Services Bureau at (518) 486-6106
SNAP Bureau at (518) 473-1469

The purpose of this GIS message is to inform social services districts (districts) that the [LDSS-4826B](#) "Interview/Verification Guide for the [LDSS-4826](#) Supplemental Nutrition Assistance Program (SNAP) Application/Recertification" (Rev. 1/19) has been revised to reflect the change to the SNAP durational sanction periods effective January 15, 2019.

[18-ADM-08](#) "Change to the Minimum Durational Sanction Periods for Supplemental Nutrition Assistance Program (SNAP) Employment Sanctions" informed districts of a change to the minimum durational sanction periods for SNAP employment sanctions. The information on page 6 of the LDSS-4826B related to the minimum sanction periods for SNAP durational employment sanctions has been revised to reflect "1 month and until compliance" for the 1st instance of noncompliance with work requirements, and "3 months and until compliance" for the 2nd instance of noncompliance with work requirements.

Forms Ordering Information

- The revised LDSS-4826B: "Interview/Verification Guide for the LDSS-4826 Supplemental Nutrition Assistance Program (SNAP) Application/Recertification" is printed by the New York State Office of Temporary and Disability Assistance.
- The above referenced document has been posted on the OTDA Intranet website at: http://otda.state.nyenet/ldss_eforms/default.htm and may be available for downloading by districts for reproduction locally, depending on print specifications.
- Upon the release of this GIS all previous versions of the "Interview/Verification Guide for the LDSS-4826 Supplemental Nutrition Assistance Program (SNAP) Application/Recertification" **must immediately be destroyed** and replaced with the revised 1/19 version.

- Any future requests for printed copies of the English version, should be submitted to the New York State Office of Temporary and Disability Assistance (OTDA) using either the OTDA 876EL (DOC) or OTDA 876 EL (PDF) available at the link above and either mail, fax or e-mail it to:

Office of Temporary and Disability Assistance
BMS Document Services and Operational Support
PO Box 1990
Albany, NY 12201
E-mail: forms.orders@otda.ny.gov

District online forms ordering system: <http://formorders/>
Fax: (518) 402-0084

- Questions concerning ordering forms should be directed to BMS Document Services at: (518) 474-9522.
- Any previously approved Local Equivalent of this form should be resubmitted, reflecting the current updates, to the email address below for review and approval.

otda.sm.Local.Equivalent.Requests@otda.ny.gov