



# Office of Temporary and Disability Assistance

KATHY HOCHUL  
Governor

DANIEL W. TIETZ  
Acting Commissioner

BARBARA C. GUINN  
Executive Deputy Commissioner

## General Information System (GIS) Message

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### Section 1

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| <b>Transmittal:</b>            | 22 TA/DC007<br>Upstate and New York City   |
| <b>Date:</b>                   | January 21, 2022   |
| <b>To:</b>                     | Subscribers  |
| <b>Suggested Distribution:</b> | SNAP Directors; TA Directors; CAP Coordinators; Staff Development Coordinators; TOP Coordinators                                   |
| <b>From:</b>                   | Valerie Figueroa, Deputy Commissioner<br>Employment and Income Support Programs  |
| <b>Subject:</b>                | Temporary Waiver of Periodic Reporting Requirements for Supplemental Nutrition Assistance Program (SNAP) Households                |
| <b>Effective Date:</b>         | Immediately  |
| <b>Contact Information:</b>    | SNAP Questions – SNAP Bureau (518) 473-1469 or<br><a href="mailto:otda.sm.cees.snap@otda.ny.gov">otda.sm.cees.snap@otda.ny.gov</a> |

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### Section 2

The United States Department of Agriculture, Food and Nutrition Service (FNS) has granted New York State a waiver to delay the processing of periodic reports for Supplemental Nutrition Assistance Program (SNAP) households due to return a periodic report during January, February and March. Unless a further waiver is granted, normal periodic report processing will resume for households due to return a report in April 2022. Districts choosing the waiver option must apply the waiver consistently to all SNAP cases.

The waiver approves a delay in processing, therefore, households that were due to submit a periodic report in January, February or March will not have to submit a periodic report, nor will one have to be processed for them before their next recertification, and no negative action may be taken against households that fail to return a completed report. This waiver does not interrupt the periodic mailer production schedule, and districts should evaluate any returned mailers for changes that would increase benefits and process these cases so that recipients will receive the increased benefits.

Districts that intend to utilize this waiver must notify their SNAP liaison.