



*Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Transitional Assistance*


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Commissioner

**Online Guide Transmittal 2018-85  
December 21, 2018**

**To: Department of Transitional Assistance Staff**  
**From:  Paul Sutliff, Assistant Commissioner for Programs and Field Operations**  
**Re: SNAP: Simplified Reporting - Elderly Disabled Simplified Application Project (EDSAP Reporting)**

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**Overview**

Simplified Reporting is a certification type that allows DTA to more efficiently administer SNAP and for clients to receive stable benefits. Massachusetts has been approved to expand Simplified Reporting through the Elderly Disabled Simplified Application Project (EDSAP). Currently clients on Simplified Reporting have a certification period of 12 or 24-months. EDSAP Reporting will provide eligible clients with a Simplified Reporting period of up to 36-months.

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**Purpose**

The purpose of this Online Guide Transmittal is to advise staff of the implementation of EDSAP Reporting and updates to the Online Guide. These updates include:

- EDSAP Reporting eligibility requirements
- EDSAP Reporting requirements
- Interim Report requirements for Simplified Reporting (Former-EDSAP)
- BEACON enhancements
- Clarifications and examples

**Implementation  
of EDSAP  
Reporting**

EDSAP Reporting will be implemented in two phases. Phase one is scheduled to be implemented on December 17, 2018. BEACON will convert eligible households that have been certified, recertified, or have had an Interim Report approved within the previous six months to EDSAP Reporting.

Households are eligible for this certification type when all household members are elderly, disabled, or children under 18 regardless of disability status. These households must have no earned income, but may have unearned income or no unearned income. Eligible households with outstanding PI Checklist items or available documents will be excluded from this initial Phase 1 conversion. The certification period for these households will be extended to reflect the balance of the new 36-month certification period based on the household's original date of certification. The household's Interim Report requirement will be waived under certain conditions and the household will have limited reporting requirements for the duration of their certification period.

Eligible households will continue to be converted to EDSAP Reporting at recertification. These households will be given a full 36-month certification period. The ongoing conversion to EDSAP Reporting will not include the Interim Reporting period.

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**Revised Online  
Guide Pages**

**Topic:** SNAP  
**Book:** Certification Types  
**Chapter:** Simplified Reporting  
**Page:** [Simplified Reporting Overview](#)

**Topic:** SNAP  
**Book:** Certification Types  
**Chapter:** Simplified Reporting  
**Page:** [Simplified Reporting During Case Maintenance](#)

**Topic:** SNAP  
**Book:** Certification Types  
**Chapter:** Simplified Reporting  
**Page:** [Simplified Reporting Interim Report](#)

**Topic:** SNAP  
**Book:** Certification Types  
**Chapter:** Simplified Reporting  
**Page:** [Simplified Reporting Examples](#)

**Topic:** Cross Programs  
**Book:** Verifications  
**Chapter:** Basic Veri Activities & Timelines  
**Page:** [Verifications at Case Maintenance](#)

**Questions**

If you have any policy or procedural questions, after conferring with the appropriate TAO personnel, please have your Systems Information Specialists or TAO management email the DTA Mailbox.

Systems issues should be directed to the Systems Support Help Desk.

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