

Operations Bulletin 2015-13: Verification of Citizenship for SNAP Clients (Issued 10/15/2015)

A client's signature on a SNAP application certifies that all information provided is true under penalty of perjury. This signature is acceptable to declare and verify citizenship status.

A case manager must not ask a SNAP client for additional verification of citizenship unless the information provided is questionable. Information is considered questionable if it is inconsistent with statements made by the client or information known to the Department.

For a client previously known as a non-citizen who reports a new status, the Systematic Alien Verification for Entitlements (SAVE) program should be used as the primary source of verification. Clients should only be asked to provide additional verification if SAVE yields information contradictory to the client's statement.

Staff should refer to the Online Guide for current procedures regarding citizenship.