



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


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Secretary

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Commissioner

Operations Memo 2014-53
August 21, 2014

To: Department of Transitional Assistance Staff

From:  Anne O'Sullivan, Acting Assistant Commissioner for Policy, Program and External Relations

Re: **SNAP: Notices to Households Approved on Day-30**

Overview

Currently when a SNAP case is approved on day-30, the benefit is issued and an initial EBC approval notice is generated with a brief certification period. On the next day, BEACON extends the household's certification period to the usual 12 or 24 months, but the household does not receive another notice.

Purpose of Memo

With BEACON Build 46.4, scheduled for August 25, 2014, the initial EBC approval notice has been revised, and a second notice will be generated and sent to the household on day-31 that explains the ongoing issuance of benefits and the regular certification period.

Day-30 Notice

The initial notice that will be mailed to households approved on day-30 informs the household:

- that the case has been approved;
 - of the monthly benefit amount;
 - of the initial certification period;
 - that the initial SNAP benefit amount may be different from the monthly benefit amount; and
 - that a second notice will inform the household of the full certification period.
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**Day-31 Notice
and Ongoing
Certification**

On day-31 or on the next business day, a second notice will be mailed to households approved on day-30. This notice will inform the household of the monthly benefit amount and the full certification period. In addition, the notice will include all the standard features of a SNAP approval notice.

Ongoing Certification

On day-31 or on the next business day, BEACON will assign a 12-month or 24-month certification period, whichever is appropriate, to households approved on day-30. The certification period that is assigned will include the initial period for which SNAP benefits were approved on day-30.

This functionality is not new. It is outlined here to explain the two notices that households will receive when a case is approved on day-30

Questions

If you have any questions, please have your Hotline designee call the Policy Hotline.
