

SNAP ABAWD

Time Limit Checklist

Name:

SNAP case # or last 4 digits of SSN:

Address:

County:

Phone:

The federal SNAP time limits for able-bodied adults without dependents (ABAWDs) went back into effect January 1, 2016 in New York State. An individual considered an “ABAWD” may only receive SNAP benefits for a total of 3 full months within the 36-month period that started on January 1, 2016—unless s/he lives in a **waived county or jurisdiction**, meets an “**exemption**,” or is engaged in **qualifying work activities**. Use this form to help determine if SNAP time limit rules apply to an individual.

Check all that apply and follow the corresponding Client Action item to ensure that SNAP benefits will not be interrupted.

Waived County or Jurisdiction

Living in a waived area

Certain counties and jurisdictions in New York State will not reapply time limits because they still have high unemployment rates. If a person lives in one of the waived areas listed below, s/he is exempt from the time limits until December 31, 2017.*

Counties

These counties have been waived in their entirety. If you live anywhere in one of these counties, SNAP time limits do not apply.

Bronx	Kings
Broome	Lewis
Clinton	Montgomery
Delaware	Orleans
Essex	Oswego
Franklin	Richmond
Fulton	St. Lawrence
Greene	Schoharie
Hamilton	Schuyler
Herkimer	Steuben
Jefferson	Sullivan

Jurisdictions

*These towns, cities, and districts have been waived.** If you live in one of these areas, SNAP time limits do not apply.*

TOWNS/CITIES	DISTRICTS
Buffalo	Upper Manhattan
Elmira	Community Districts 9, 10, 11, and 12 (above West 110 th Street and East 96 th Street)
Gates	
Irondequoit	
Jamestown	
Lockport	Queens Community District 12 (zip codes 11412, 11433, 11436)
Niagara Falls	
Rochester	
Syracuse	
Tonawanda	
Utica	

*New waiver list available January 2018

**For more information on the addresses that fall into the waived areas, contact your local SNAP office.

CLIENT ACTION → Contact your local SNAP office to make sure they have your current address information (including zip code).

Exemptions

Under age 18 or 50 years or older

SNAP time limit rules only apply to those age 18-49.

CLIENT ACTION → Provide proof of your age to the local SNAP office.

Physically or mentally unable to work 20 hours per week

Many of those categorized as ABAWDs are not “able-bodied,” but the SNAP office may not be aware if the individual does not receive a federal or state disability benefit. An individual can be exempt from the three month time limit if s/he has a physical or mental condition that “*reduces their ability to work.*” Being determined to be unfit for work has a much lower standard of unfitness than SSI or Social Security Disability and does not require a specific diagnosis or submission of medical testing result.

CLIENT ACTION → Provide a letter from a medical or mental health provider stating that you are not able to work 20 hours per week to your local SNAP office. (Visit HungerSolutionsNY.org/ABAWD for a sample medical statement letter.) The letter should include the medical professional’s contact information, and can come from any of the following:

- Doctor
- Doctor’s assistant
- Representative of a doctor’s office
- Nurse or nurse practitioner
- Licensed or certified psychologist
- Social worker

In a substance abuse treatment program and unable to work 20 hours per week

CLIENT ACTION → Provide proof of your participation in a substance abuse treatment program and inability to work 20 hours per week to your local SNAP office. (Visit HungerSolutionsNY.org/ABAWD for a sample medical statement letter.)

Receiving disability benefits from a private or government source

Private benefits include, but are not limited to, Worker’s Comp (at 100%), disability insurance, certain disability retirement pensions, or other sick pay benefits. Government disability benefits include, but are not limited to, Social Security, SSI, VA benefits based on a disability, and disability benefits provided by the NYS Department of Vocational Rehabilitation Services.

CLIENT ACTION → Contact your local SNAP office and let them know what disability benefits you currently receive.

Receiving unemployment benefits or have applied for unemployment benefits

CLIENT ACTION → Contact your local SNAP office and let them know that you are receiving or have applied for unemployment benefits.

Living with a child under age 18 who is part of your SNAP household

This can be the SNAP recipient's own child, sibling, or the child of a family s/he lives with.

CLIENT ACTION → Contact your local SNAP office and let them know that you are currently living with a child who is under 18 and part of your SNAP household. Additional proof may be needed.

Pregnant

Women at any stage of pregnancy are not subject to SNAP time limits.

CLIENT ACTION → Contact your local SNAP office and let them know that you are pregnant. Proof of pregnancy must be provided. (Visit HungerSolutionsNY.org/ABAWD for a sample medical statement letter.)

Caring for a person with a disability or a frail senior

The person does not need to live with the SNAP recipient.

CLIENT ACTION → Contact your local SNAP office and let them know you are currently caring for a person with a disability or a frail senior. Additional proof may be needed.

A student:

- enrolled in high school and 18 years old or older, OR
- enrolled at least half-time in job skills training, college, or any other recognized institute of higher education and meeting the student eligibility criteria to receive SNAP

CLIENT ACTION → Contact your local SNAP office and let them know you are currently a student enrolled in one of the above educational settings. Provide proof of your enrollment. Additional information may be needed to determine if you are an eligible student under SNAP rules (does not apply to high school students).

Qualifying Work Activities

If a person is already working, participating in a qualifying work/training program, volunteering, or **any combination** of these activities, they may be meeting the work requirement under the time limit rule and should be able to continue to receive SNAP beyond the three month limit.

Working at least 20 hours per week on average, including self-employment, in-kind work (working for goods and/or services), or volunteering

CLIENT ACTION → Contact your local SNAP office and let them know you are currently working. You will need to provide one of the following:

- Last four weeks of pay stubs
- A signed and dated statement on employer's letterhead with anticipated weekly hours and pay per hour
- Proof of your self-employment
- A signed and dated statement concerning your in-kind/volunteer work, including the number of hours worked each week

☐ **In an eligible work-training program for at least 20 hours a week**

This may include job search, job readiness activities, skill training, and adult education and literacy activities under the NYS Department of Labor’s Job Zone.

CLIENT ACTION → Contact your local SNAP office and let them know you are currently in a work training program. You will need proof of your participation in the work-training program. This activity must be approved by the SNAP office.

☐ **Doing volunteer work at a public or non-profit organization, including faith-based organizations**

To calculate the number of required hours per month, divide the amount of your SNAP benefit by the number of adult SNAP recipients in the household. Then divide by the NYS minimum wage that is in effect in your area:

	<u>Through 12/31/17</u>	<u>Starting 1/1/18</u>
New York City	\$13.00	\$15.00
Long Island and Westchester	\$11.00	\$12.00
Rest of State	\$10.40	\$11.10

Volunteering at places like public schools, food pantries, and local churches may count as a work activity if approved by the SNAP office.

CLIENT ACTION → Contact your local SNAP office and let them know you are currently doing volunteer work. Provide a letter from the place where you do volunteer work. The letter must include:

- Name, phone number, and address of place where you volunteer
- Number of hours (on average) that you volunteer each month
- Signature of a staff person and the date

This activity must be approved by the SNAP office. Additional information may be required.

If none of the above apply

If a person does not meet an exemption and is not participating in work, a qualifying work activity, or a combination of these for at least 20 hours per week, then s/he will only be able to receive SNAP for 3 months in the 36 month period beginning January 1, 2016. People in this situation should contact their SNAP office right away for help with finding available work activities to meet the work requirement and continue to receive SNAP past three months.

Additional Resources

To find your local SNAP/HRA office:

Outside New York City, dial 800-342-3009

In New York City, dial 311

HungerSolutionsNY.org/ABAWD

This site houses an array of resources, including a webinar, powerpoint slides, policy updates, and a medical statement letter template.

Nutrition Outreach and Education Program (NOEP)

Clients who need additional assistance with SNAP or more information about SNAP time limits can be referred to their local NOEP Coordinator. To find a local NOEP Coordinator, go to FoodHelpNY.org.