



Food and Nutrition
Service

1320 Braddock Place
Alexandria, VA
22314

May 13, 2020

Rebecca McAtee
FoodShare Director
Bureau of Enrollment and Policy Systems
Division of Health Care Access and Accountability
Wisconsin Department of Health Services
One West Wilson Street
Madison, Wisconsin 53701-0309

RE: SNAP – Wisconsin Request to Allow Community Partners to Sign
Applications to Establish a Filing Date Due to COVID-19 – Denial

Dear Ms. McAtee:

This letter transmits the Food and Nutrition Services (FNS) denial of the Wisconsin Department of Health Services (DHS) request to adjust the signature requirements to allow community partners to sign and submit SNAP applications without a signature from a household member or authorized representative in order to establish a filing date.

As you may be aware, the Families First Coronavirus Response Act (FFCRA; P.L. 116-127) allows the U.S. Department of Agriculture (USDA), at the request of State agencies, to provide certain adjustments for flexibilities in SNAP. Adjustments must align with what is practicable with actual conditions in areas affected by the COVID-19 Public Health Emergency, and are limited to issuance methods and application and reporting requirements under the Food and Nutrition Act of 2008, as amended (FNA). However, FNS has determined that altering the signature requirements to establish a filing date would not be appropriate at this time.

The State may wish to consider requesting or using other adjustments that are allowable under the FFCRA. For example, States may request to alter the telephonic signature requirements if the State does not have the capability to make an audio recording of the applicant's verbal assent. States may also request to allow community partners and advocates to serve as authorized representatives based on an applicant's verbal consent for the purpose of signing the application on behalf of a client. FNS guidance for States in response to COVID-19 is available at <https://www.fns.usda.gov/disaster/pandemic/covid-19>. Requests, approvals, and denials for waivers and adjustments will also be posted to this webpage.

FNS is ready to provide technical assistance to State agencies as they seek to maintain operations and serve clients during the current Public Health Emergency. If you have any questions or need additional information, please contact your respective Regional Office representative.

Sincerely,

Sasha Gersten-Paal
Director
Program Development Division
Supplemental Nutrition Assistance Program