



Food and Nutrition
Service

October 2, 2020

1320 Braddock Place
Alexandria, VA
22314

Toni Blue Washington
Director, Division of Benefit Programs
Department of Social Services
801 East Main Street
Richmond, Virginia 23219

RE: SNAP - Virginia Request to Adjust Periodic Reporting Requirements Due to
COVID-19 – Initial - Approval

Dear Ms. Washington:

This letter transmits approval of the Virginia Department of Social Services (DSS) adjustment request (COV-207) to allow the City of Richmond to adjust periodic reporting requirements for ongoing Supplemental Nutrition Assistance Program (SNAP) households statewide. FNS is approving this request under authorization of the Families First Coronavirus Response Act (P.L. 116-127).

The Food and Nutrition Service (FNS) approves the State agency's request to adjust the periodic reporting requirements of section 6(c)(1)(D)(i) of the Food and Nutrition Act, and SNAP regulations at 7 CFR 273.10(f)(1) and 7 CFR 273.12(a)(5)(iii)(B) for ongoing households with periodic reports due November through December 2020.

The Food and Nutrition Service (FNS) is approving this adjustment under authorization of the Families First Coronavirus Response Act (P.L. 116-127) for a period of 2 month, effective November 1, 2020, through December 31, 2020. FNS has determined this adjustment to be consistent with what is practicable under actual conditions in areas affected by the COVID-19 Public Health Emergency. This approval is contingent upon the State agency's compliance with the conditions and data reporting components in item 10 of Enclosure 1 and are due 45 days after expiration. The detailed waiver response is enclosed.

In addition, the public health emergency declaration by the Secretary of Health and Human Services under section 319 of the Public Health Service Act and a state emergency order must be in place for this adjustment. The State agency will be able to maintain this adjustment through the expiration date of this approval or the end of the subsequent month following the expiration of the state emergency declaration if the State declaration expires before the end of the approval period (whichever comes sooner).

FNS is providing multiple waivers and flexibilities in its programs in its continued response to the COVID-19 pandemic. The Families First Coronavirus Response Act requires FNS to collect specific data elements from States. The CARES Act (P.L. 116-136) provides funding, which FNS will use to collect information in order to distribute funding. Please prepare the necessary data elements to collect and submit this data as described in this

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document. The public will be given the opportunity to comment on this data collection, including legislatively-mandated data collection through a future information collection process being submitted to the Office of Management and Budget.

Please note that this approval may differ from the State's request. 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

Enclosure

Enclosure 1

**ADJUST PERIODIC REPORTING REQUIREMENTS ADJUSTMENT
RESPONSE**

- 1. Adjustment serial number:** COV-207
- 2. Type of request:** Initial
- 3. Regulatory citation:** 7 CFR 273.12(a)(5)(iii)
- 4. State:** Virginia
- 5. Region:** Mid-Atlantic Regional Office
- 6. Regulatory requirements:** Supplemental Nutrition Assistance (SNAP) regulations at 7 CFR 273.12(a)(5)(iii) require an interim periodic report in the sixth month for households assigned to simplified reporting (SR), if the certification period exceeds 6 months.
- 7. Description of alternative procedures:** The State agency will eliminate the periodic reporting requirement for households with a period report due between November 1 and December 31, 2020.
- 8. Action and reason for approval or denial:** The Food and Nutrition Service (FNS) recognizes the need for State agency measures for effective and efficient program management. FNS is approving this request for 4 month, effective November 1, 2020.
- 9. Conditions and reasons:** Approval is contingent upon the following conditions:
 - The State must notify households impacted by this approval and continue to comply with the notice requirements at 7 CFR 273.10(f)(5).
 - SNAP Quality Control will review against the terms of this adjustment and in accordance with FNS Handbook 310.
 - The State agency will submit a request to FNS for approval if it wishes to extend this adjustment beyond the initial period.
- 10. Evaluation Data Requirements:** The State agency must provide to FNS the data and analysis listed below required for evaluation of this waiver.
 - Estimated number of households affected by this adjustment;
 - A narrative on the effect of program access and client satisfaction, including an analysis of any client or advocate complaints received related to the waived procedure;

- A narrative on the effect of providing timely and accurate benefits; and
- A narrative on the effect of any other aspects of the eligibility process including the ability to manage staff caseload growth and the impact on administrative efficiency.

11. Expiration date: December 31, 2020.

12. Quality control procedures: No special Quality Control (QC) procedures are required for cases subject to the provisions of this adjustment. Cases should be reviewed using standard review procedures contained in the FNS Handbook 310.

13. Anticipated implementation date (*notify FNS if actual date differs*):
Upon receipt of approval