



TO: Regional Directors, County Department of Family and Children Services, OFI Field Operations Staff and OFI State Office Staff

FROM: Tom C. Rawlings
Division Director

DATE: July 1, 2021

RE: Food Stamp Program Manual Transmittal 65

The purpose of this transmittal is to provide policy updates, clarifications and revisions to the Food Stamp Program's Verification, Assistance Units, Lawbreakers, Work Registration, ABAWDs and Reviews sections of the manual. Third party verification requirements were added for the school enrollment work registration exemption. Language was added in the Assistance Units section concerning individuals convicted of specific felonies after February 7, 2014 being excluded in food stamps if in violation of the terms and conditions of their probation and parole. A clause was added to the Work Registration section indicating that verification of school enrollment may be required for the student exemption. The ABAWDs section was updated with the current 36-month period and the new statewide waiver dates. The Reviews section was renamed to Recertifications (Renewals), the word "review(s)" was replaced with "renewal(s)" when referring to the recertification process and guidance was added for processing timely reviews when the current POE falls on a weekend or holiday.

This transmittal also includes updates to Appendix F Forms. Appendix F Forms was updated to reflect new revision dates for the forms 47, 74, 297A, 298, 830, 830SP and 846. The numbering was corrected on the Form 74 and the ADA/Section 504 Rights was updated on the other noted forms.

The policy revisions include:

- Section 3035 – Verification – This section is updated to reflect Third Party Source (TPS) is required for verification of school enrollment for work registration.
- Section 3205 – Assistance Units – This section is updated to add requirement to exclude individuals convicted of specific felonies after February 7, 2014, that are not in compliance with the terms of their probation or parole.

- Section 3310 – Lawbreakers – This section is updated to expand the definition of a lawbreaker to include individuals convicted as adults of specific felonies after February 7, 2014.
- Section 3350 – Work Registration – This section is updated to add a clause to the note on page 4 that verification of school enrollment and educational assistance may be required for student exemption from work requirements.
- Section 3355 – Able Bodied Adults Without Dependents (ABAWDs)– This section is updated with the current 36 – month period and the new statewide waiver period.
- Section 3710 – Reviews – The name of the section was renamed to Recertifications (Renewals). The word “review(s)” was replaced with “renewal(s)” when referring to the recertification process. This section is also updated with language added to Chart 3710.1 for processing timely reviews when the end of the current POE falls on a weekend or holiday.
- Appendix F – Forms – Updated the revision date for Forms 47, 74, 297A, 298, 830, 830SP and 846 (Rev. 07/21).

The form changes include:

- Form 47 Food Stamp Program in Georgia (Rev. 07/21) - This form has been translated in the following 15 languages: Arabic, Bosnian, Burmese, Chinese, Farsi, French, Gujarati, Hindi, Japanese, Korean, Nepali, Portuguese, Russian, Spanish and Vietnamese. Updated the ADA/Section 504 Rights with current websites and mailing address for Katie Beckett.
- Form 74 Food Stamp Program Budget Sheet (Rev. 07/21) – Corrected the numbering beginning with number 14.
- Form 297A Rights and Responsibilities (Rev. 07.21) - This form has been translated in the following 15 languages: Arabic, Bosnian, Burmese, Chinese, Farsi, French, Gujarati, Hindi, Japanese, Korean, Nepali, Portuguese, Russian, Spanish and Vietnamese. Updated the ADA/Section 504 Rights with current websites and mailing address for Katie Beckett. Updated the IPV chart on page A-4 to include those individuals convicted as adults of violent/sexual felonies
- Form 298 Senior SNAP Application (Rev. 07.21) - Applicant/household member question added to address adult convictions for specific violent felonies after February 7, 2014 and updated ADA/Section 504 Rights with current websites and mailing address for Katie Beckett. (English and Spanish)

- Form 830 Food Stamp Work Requirements Fact Sheet (Rev. 07.21) - updated the ADA/Section 504 Rights with current websites and mailing address for Katie Beckett. (English and Spanish)
- Form 846 Change Report (Rev. 07.21) - This form has been translated in the following 15 languages: Arabic, Bosnian, Burmese, Chinese, Farsi, French, Gujarati, Hindi, Japanese, Korean, Nepali, Portuguese, Russian, Spanish and Vietnamese. Updated the ADA/Section 504 Rights with current websites and mailing address for Katie Beckett.

This manual transmittal is effective July 1, 2021.