

STATE OF CONNECTICUT  
DEPARTMENT OF SOCIAL SERVICES  
OFFICE OF LEGAL COUNSEL, REGULATIONS, AND ADMINISTRATIVE HEARINGS  
55 FARMINGTON AVE.  
HARTFORD, CT 06105-3725

██████████ 2021  
Signature Confirmation

Client ID ██████████  
Case ID ██████████  
Request # 169433

**NOTICE OF DECISION**

**PARTY**

██████████  
██████████  
██████████  
████████████████████

**PROCEDURAL BACKGROUND**

On ██████████ 2021, the Department of Social Services (the "Department") sent (the "Appellant") a Notice of Action ("NOA) discontinuing her benefits under the Supplemental Nutrition Assistance Program ("SNAP") effective ██████████ 2020.

On ██████████, 2020, the Appellant requested an administrative hearing to contest the Department's decision to discontinue such benefits.

On ██████████ 2020, the Office of Legal Counsel, Regulations, and Administrative Hearings ("OLCRAH") issued a notice scheduling the administrative hearing for ██████████, 2021.

On ██████████ 2021, in accordance with sections 17b-60, 17b-61 and 4-176e to 4-189 inclusive, of the Connecticut General Statutes, OLCRAH held an administrative hearing.

The following individuals were present at the hearing:

██████████, Appellant  
██████████ Witness for the Appellant  
Ferris Clare, Department Representative  
Melissa Miyasato, ITI Interpreters and Translators, LLC  
Lisa Nyren, Fair Hearing Officer

## **STATEMENT OF THE ISSUE**

The issue to be decided is whether the Department's decision to close the Appellant's benefits under the SNAP effective [REDACTED] 2020 was correct.

## **FINDINGS OF FACT**

1. The Department certified the Appellant's SNAP eligibility for a twenty-four (24) month period beginning [REDACTED] 2018 and ending [REDACTED] 2020. (Exhibit 1: Notice of Renewal of Eligibility)
2. The Appellant resided at [REDACTED] [REDACTED] ("former address") for seven years until she moved in [REDACTED] 2020 to [REDACTED] ("current address"). The Appellant resides in public housing and is awaiting receipt of her new lease scheduled to be signed at her recertification this month. (Appellant's Testimony)
3. On [REDACTED] 2019, the Department issued the Appellant a periodic report form ("PRF") to the Appellant which the Appellant received and completed on [REDACTED] 2019. The Department mailed the PRF to [REDACTED], [REDACTED] ("incorrect address"). (Exhibit 6: Periodic Report Form)
4. On [REDACTED] 2020, the Department issued the Appellant a Notice of Renewal of Eligibility ("renewal notice") to the Appellant. The renewal notice stated the Appellant must complete a renewal form or an online renewal and provide all required proofs by [REDACTED] 2020 or your SNAP benefits may stop. The Department mailed the renewal notice to the incorrect address. (Exhibit 1: Notice of Renewal)
5. The Appellant did not receive the renewal notice. (Appellant's Testimony)
6. On [REDACTED], 2020, the Department issued the Appellant a Warning Notice ("warning Notice") to the incorrect address. The warning notice states that the Department did not receive the Appellant's renewal document and instructed the Appellant to return the renewal form by [REDACTED] 2020 to continue to receive benefits without interruption. The Department will discontinue benefits effective [REDACTED] 2020 if the renewal process is not completed by [REDACTED] 2020. (Exhibit 2: Warning Notice)
7. The Appellant did not receive the warning notice. (Appellant's Testimony)
8. On [REDACTED] 2020, the Department issued the Appellant a Notice of Action ("NOA") to the incorrect address. The NOA states the Appellant not eligible for

benefits under the SNAP effective [REDACTED] 2020 for the following reasons: "Renewal form was not submitted, renewal process not completed, no household members are eligible for this program, [and] does not meet program requirements." (Exhibit 3: Notice of Action)

9. The Appellant did not receive the NOA. (Appellant's Testimony)
10. On [REDACTED] 2020, the Department discontinued the Appellant's benefits under the SNAP effective [REDACTED] 2020 for failure to complete the renewal process. (Hearing Record)
11. On [REDACTED], 2020, the Appellant contacted the Department via telephone to inquire on her SNAP benefits. The Department informed the Appellant her SNAP benefits closed for failure to complete the renewal process. The Department informed her a renewal document must be completed and received by the Department by [REDACTED] 2020 or she will need to reapply for benefits. (Exhibit 4: Case Notes)
12. On [REDACTED] 2020, the Appellant contacted the Department via telephone to inquire on status of her renewal document. The Appellant reported she moved to to her current address. (Exhibit 4: Case Notes)
13. The Appellant did not complete a renewal document because she did not receive the renewal notice containing the renewal document, the warning notice, or the NOA. (Appellant's Testimony)

### **CONCLUSIONS OF LAW**

1. Section 17b-2(7) of the Connecticut General Statutes provides that the Department of Social Services is designated as the state agency for the administration of the supplemental nutrition assistance program pursuant to the Food and Nutrition Act of 2008.
2. Title 7 of the Code of Federal Regulations ("C.F.R") § 273.10(f) provides as follows:

*Certification periods.* The State agency must certify each eligible household for a definite period of time. State agencies must assign the longest certification period possible based on the predictability of the household's circumstances. The first month of the certification period will be the first month for which the household is eligible to participate. The certification period cannot exceed 12 months except to accommodate a household's transitional benefit period and as specified in paragraphs (f)(1) and (f)(2) of this section.

Federal regulation provides as follows:

*Households in which all adult members are elderly or disabled.* The State agency may certify for up to 24 months households in which all adult members are elderly or disabled. The State agency must have at least one contact with each household every 12 months. The State agency may use any method it chooses for this contact.

7 C.F.R. § 273.10(f)(1)

3. Federal regulation provides as follows:

The State agency must develop an application to be used by households when applying for recertification. It may be the same as the initial application, a simplified version, a monthly reporting form, or other method such as annotating changes on the initial application form. A new household signature and date is required at the time application for recertification. The recertification process can only be used for those households which apply for recertification prior to the end of their current certification period, except for delayed applications as specified in paragraph (e)(3) of this section. The process, at a minimum, must elicit from the household sufficient information that, when added to information already contained in the case file, will ensure an accurate determination of eligibility and benefits. The State agency must notify the applicant of information which is specified in § 273.2(b)(2) and provide the household with a notice of required verification as specified in § 273.2(c)(5).

7 C.F.R § 273.14(b)(2)

Federal regulation provides as follows:

*Application for recertification.* Eligibility for recertification shall be determined based on circumstances anticipated for the certification period starting the month following the expiration of the current certification period. The level of benefits for recertifications shall be based on the same anticipated circumstances, except for retrospectively budgeted households which shall be recertified in accordance with §273.21(f)(2). If a household, other than a migrant or seasonal farmworker household, submits an application after the household's certification period has expired, that application shall be considered an initial application and benefits for that month shall be prorated in accordance with paragraph (a)(1)(ii) of this section. If a household's failure to timely apply for recertification was due to an error of the State agency and therefore there was a break in participation, the State agency shall follow the procedures in §273.14(e). In addition, if the household submits an application for recertification prior to the end of its certification period but is found ineligible for the first month following the end of the certification period, then the first month of any subsequent participation shall be considered an initial month. Conversely, if the household submits an application for recertification prior to the end of its certification period and is found

eligible for the first month following the end of the certification period, then that month shall not be an initial month.

7 C.F.R. § 273.10(a)(2)

4. Federal regulation provides as follows:

No household may participate beyond the expiration of the certification period assigned in accordance with § 273.10(f) without a determination of eligibility for a new period. The State agency must establish procedures for notifying households of expiration dates, providing application forms, scheduling interviews, and recertifying eligible households prior to the expiration of certification periods. Household must apply for recertification and comply with interview and verification requirements.

7 C.F.R. § 273.14(a)

5. The Department correctly discontinued the Appellant's benefits under the SNAP effective [REDACTED] 2020 because the Appellant's twenty-four (24) month certification period under the SNAP expired on [REDACTED], 2020 and the Appellant failed to submit an application for recertification. Federal regulation stipulates that no household may participate beyond the expiration of the certification period assigned without a determination of eligibility for a new period. The Appellant's 24-month certification period that began on [REDACTED] 2018 expired on [REDACTED] 2020. Without a new eligibility determination for SNAP, benefits must end.
6. On [REDACTED], 2020, the Department correctly issued the Appellant a Notice of Action informing the Appellant that her benefits under the SNAP would close effective [REDACTED] 2020 for the reasons: "renewal form was not submitted, renewal process not completed, no household members are eligible for this program, and does not meet program requirements."

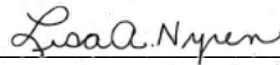
### **DISCUSSION**

The Appellant testified she did not receive the SNAP renewal notices issued by the Department because the apartment number was incorrect. However, there is no record of mail issued by the Department as returned by the United States Post Office and past mail issued to the incorrect address was received by the Appellant, specifically the periodic report form issued in [REDACTED] 2019. In addition, the Appellant testified her sister with the same name lives in the same housing complex but in a different apartment. Based on the hearing record, the Appellant did not report a change of address until [REDACTED] 2020. Federal regulation stipulates that no household may participate beyond the expiration of the certification period assigned without a

determination of eligibility for a new period, therefore the Department's action to discontinue the Appellant's SNAP benefits is correct.

**DECISION**

The Appellant's appeal is denied.



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Lisa A. Nyren  
Fair Hearing Officer

CC: Rachel Anderson, DSS RO #20  
Cheryl Stuart, DSS RO #20  
Lisa Wells, DSS RO #20  
Ferris Clare, DSS RO #20

### **RIGHT TO REQUEST RECONSIDERATION**

The appellant has the right to file a written reconsideration request within **15** days of the mailing date of the decision on the grounds there was an error of fact or law, new evidence has been discovered or other good cause exists. If the request for reconsideration is granted, the appellant will be notified within **25** days of the request date. No response within 25 days means that the request for reconsideration has been denied. The right to request a reconsideration is based on § 4-181a (a) of the Connecticut General Statutes.

Reconsideration requests should include specific grounds for the request: for example, indicate what error of fact or law, what new evidence, or what other good cause exists.

Reconsideration requests should be sent to: Department of Social Services, Director, Office of Administrative Hearings and Appeals, 55 Farmington Avenue Hartford, CT 06105.

### **RIGHT TO APPEAL**

The appellant has the right to appeal this decision to Superior Court within **45** days of the mailing of this decision, or **45** days after the agency denies a petition for reconsideration of this decision, provided that the petition for reconsideration was filed timely with the Department. The right to appeal is based on § 4-183 of the Connecticut General Statutes. To appeal, a petition must be filed at Superior Court. A copy of the petition must be served upon the Office of the Attorney General, 165 Capitol Avenue, Hartford, CT 06106 or the Commissioner of the Department of Social Services, 55 Farmington Avenue Hartford, CT 06105. A copy of the petition must also be served on all parties to the hearing.

The 45 day appeal period may be extended in certain instances if there is good cause. The extension request must be filed with the Commissioner of the Department of Social Services in writing no later than 90 days from the mailing of the decision. Good cause circumstances are evaluated by the Commissioner or the Commissioner's designee in accordance with § 17b-61 of the Connecticut General Statutes. The Agency's decision to grant an extension is final and is not subject to review or appeal.

The appeal should be filed with the clerk of the Superior Court in the Judicial District of New Britain or the Judicial District in which the appellant resides.