

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

██████████ 2023
SIGNATURE CONFIRMATION

CASE # ██████████
CLIENT ID # ██████████
REQUEST# 224821

NOTICE OF DECISION

PARTY

██████████
██████████
██████████

PROCEDURAL BACKGROUND

On ██████████ 2023, the Department of Social Services (the “Department”) issued a Notice of Action (“NOA”) to ██████████ (the “Applicant”) approving her application for benefits under the Supplemental Nutritional Assistance (“SNAP”) for the benefit period beginning ██████████ 2023, through ██████████ 2023, respectively.

On ██████████ 2023, ██████████, (the “Appellant”) requested an administrative hearing to appeal the non-receipt of SNAP benefits effective ██████████ 2023 and ongoing.

On ██████████ 2023, the Office of Legal Counsel, Regulations, and Administrative Hearings (“OLCRAH”) issued a notice scheduling the Administrative Hearing for ██████████ 2023.

On ██████████ 2023, in accordance with sections 17b-60, 17-61 and 4-176e to 4-189 inclusive, of the Connecticut General Statutes, OLCRAH held an Administrative Hearing telephonically at the Appellant’s request.

The following individuals participated in the hearing by telephone:

██████████ Appellant
Shannon Shlash, Department's Representative
Jessica Gulianello, Hearing Officer

The hearing record was held open until the close of the same business day awaiting receipt of additional information from the Department. Additional documents were received, and the hearing record was closed accordingly.

STATEMENT OF THE ISSUE

The issue to be decided was whether the Department's calculation of the Applicant's amount of benefits under the SNAP was correct. The Appellant, however, testified that he is not disputing the Department's calculation of the SNAP for the benefit period beginning ██████████ 2023, through ██████████ 2023.

The Appellant testified that he is appealing the non-receipt of benefits under the SNAP effective ██████████ 2023, ongoing. Therefore, the issue to be decided is whether the Department's action to discontinue the Applicant's benefits under the SNAP effective ██████████ 2023, was correct.

FINDINGS OF FACT

1. On ██████████ 2023, the Applicant submitted an online application ("ONAP") to the Department requesting benefits under the SNAP and cash assistance for a household comprised of four (4) individuals: the Applicant (DOB: ██████████), the Appellant (DOB: ██████████), and their two minor common children (DOB: ██████████) and (DOB ██████████). (*Exhibit 1: ONAP dated ██████████ 2023, Exhibit 2: Case Notes – Details dated ██████████ 2023, Hearing Summary, Department's Testimony*)
2. On ██████████ 2023, the Department reviewed the ONAP and registered the Applicant's request for benefits under the SNAP in the Department's eligibility management system known as, ("ImpaCT"). (*Exhibit 2: Case Notes – Details dated ██████████ 2023, Hearing Summary, Department's Testimony*)
3. On ██████████ 2023, the Department conducted two cold calls in unsuccessful attempts to conduct the required interview by telephone for the SNAP. (*Exhibit 2: Case Notes – Details dated ██████████ 2023, Hearing Summary Department's testimony*)
4. On ██████████ 2023, the Department determined the household to be eligible for expedited benefits under the SNAP. The Department issued the Applicant an NOA advising that the household was determined to be eligible for benefits under the SNAP in the prorated amount of \$219.00 for the benefit period beginning ██████████

████ 2023, through █████ 2023, and \$939.00 for the benefit period beginning █████ 2023, through █████ 2023. (Exhibit 4: NOA dated █████ 2023, Hearing Summary, Department's testimony)

5. On █████ 2023, the Department determined that additional information was required to accurately determine the household's continued eligibility for benefits under the SNAP. The Department issued the Applicant a Proofs We Need, ("W-1348") form requesting the following verification required for the SNAP due by █████ 2023:

Household Member	Proofs Needed:	Acceptable Proofs:
████	Proof of your earnings	Most recent four weeks paystubs, letter signed by employer showing most recent four weeks of gross earnings and hours worked, DSS form W-35
████	Proof of Educational Aid meant for living expenses	Statement from school or bank, financial aid award letter
████	Proof of school attendance	School letter or records, financial aid statement
████	Last Date Worked	Letter from the employer stating the last date worked, the date and amount of the last pay and the reason the job ended.
████	Proof of loss of employment	Termination letter from employer, DSS form W-35
████	Proof of your earnings	Most recent four weeks paystubs, letter signed by employer showing most recent four weeks of gross earnings and hours worked, DSS form W-35

██████████	Proof of residency	Recent receipt, current lease, mortgage bill, condo fees bill, Section 8 contract, letter from landlord, recent mail sent to your address, post office records, letter from non-relative disinterested third party, DSS form W-1408
██████████	Last Date Worked	Letter from the employer stating the last date worked, the date and amount of the last pay and the reason the job ended.
██████████	Proof of loss of employment	Termination letter from employer, DSS form W-35

(Exhibit 2: Case Notes - Details dated ██████████ 2023, Exhibit 3: W-1348 dated ██████████ 2023, Hearing Summary, Department's Testimony)

6. On ██████████ 2023, the Department issued the Applicant an Interview Notice requesting that she contact the Department to conduct the required interview for the SNAP due by ██████████ 2023. *(Exhibit 2: Case Notes - Details dated ██████████ 2023, Exhibit 5: Interview Notice dated ██████████ 2023, Hearing Summary, Department's Testimony)*
7. On ██████████ 2023, the Department received the following documents from the Applicant: a Notice of Child Support Collections dated ██████████ 2023, concerning the Appellant, mail confirming the Applicant's address, identification card, social security cards, and a lease addendum. *(Exhibit 9: Case Notes – Details ██████████ 2023, Exhibit 6: Notice of Child Support Collections dated ██████████ 2023, Exhibit 16: ImpaCT Document Search Results / Documentation)*
8. On ██████████ 2023, the Department issued the Applicant a Notice of Missed Interview. The notice informed the Applicant that her application for SNAP would be denied on ██████████ 2023, if the required interview was not completed. *(Exhibit 7: Notice of Missed Interview dated ██████████ 2023, Hearing Summary, Department's Testimony)*
9. On ██████████ 2023, the Department reviewed the documentation and proofs that the Applicant had previously submitted. The Department attempted to contact the Applicant by phone in an unsuccessful attempt to conduct the required

interview. The Department reissued the Applicant a duplicate copy of the W-1348 originally issued on [REDACTED] 2023. (*Exhibit 9: Case Notes – Details [REDACTED] 2023, Exhibit 10: COPY W-1348 dated [REDACTED] 2023, Hearing Summary, Department’s Testimony*)

10. On [REDACTED] 2023, the OLCRAH received the Appellant’s request for a hearing. The hearing request stated, “SNAP benefits were cut because no paperwork on my unemployment.” The Appellant provided the Notice of Consolidated Work Requirements (“W-3033”) form pages 1-2 of 5, and an email dated [REDACTED] 2023, from the Department of Labor advising that the Appellant was up to date with his weekly unemployment filing for the claim week ending [REDACTED] 2023. (*Appellant’s Exhibits A-D and Department’s Exhibit 11: Hearing Request - signed [REDACTED] 2023, USPS post mark dated [REDACTED] 2023, Hearing Record*)
11. On [REDACTED] 2023, the Department reviewed the Applicant’s case in response to the Appellant’s request for a hearing. The Department determined that SNAP was in an unauthorized status in the eligibility management system (“ImpaCT”) which resulted in non-issuance, zero dollars (\$0.00) in benefits under the SNAP effective [REDACTED] 2023, and ongoing. (*Hearing Summary, Department’s Testimony*)
12. On [REDACTED], 2023, the Department contacted the Applicant and conducted the SNAP interview by telephone. (*Department’s Testimony*)
13. On [REDACTED] 2023, the Department issued the Applicant a notice entitled, Notification from Department of Social Services (“W-3016”) that stated, “SNAP fair hearing request received and you are scheduled [REDACTED] 2023 [REDACTED]am via phone. Reviewed case. Agency did not receive the following information: Student status and full financial aid from [REDACTED], last day of work from [REDACTED] [REDACTED] needed stating if you are out on paid or unpaid leave and duration of leave and expected return to work, last day of work from [REDACTED] needed from employer stating last day worked last day paid signed and dated, and last day of work from [REDACTED] stating last day worked last day paid from employer signed dated and contact information. Please provide this information within the next 10 days to honor your application for [REDACTED].” (*Exhibit 13: W-3016 dated [REDACTED] 2023, Hearing Summary, Department’s Testimony*)
14. On [REDACTED] 2023, the Department issued the Applicant a Worker Generated Request for Proofs (“W-1348M”) requesting the following information due by [REDACTED] 2023:

Household Member	Proofs Needed:	Acceptable Proofs:
[REDACTED]	Other	Please provide verification of student status and full

		financial aid from [REDACTED] [REDACTED] if no longer in school please provide verification
[REDACTED]	Other	Please provide verification of last day of work from [REDACTED] please provide letter stating you are out on leave and duration of leave and expected return date and if paid or unpaid leave
[REDACTED]	Other	Please provide last day worked from [REDACTED] [REDACTED] must be from the employer signed dated and contact information
[REDACTED]	Other	Please provide last day of work letter last day paid from [REDACTED] signed dated and contact information

(Exhibit 14: W-1348M dated [REDACTED] 2023, Hearing Summary, Department's Testimony)

15. On [REDACTED] 2023, the Department issued the Applicant a second W-1348M requesting the following proofs due by [REDACTED] 2023:

Household Member	Proofs Needed:	Acceptable Proofs:
[REDACTED]	Other	Please provide new hires letter from [REDACTED] including rate of pay and exact amount of hours you will work for company signed dated if you received paystubs please submit 4

		current paystubs if paid weekly or 2 if paid biweekly
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(Exhibit 15: W-1348M dated ██████████ 2023, Hearing Summary, Department's Testimony)

16. On ██████████ 2023, the Department received documentation from the Applicant including proof that she was no longer attending ██████████ ██████████ and proof of her new employment with ██████████. *(Exhibit 16: Verifications submitted via email on ██████████ 2023 from the Applicant to the Department, Department's Testimony)*
17. The ██████████ interface reflected that the Appellant had wages with ██████████ in the last visible work quarter (██████████ 2023). *(Exhibit 2: Case Notes – Details dated ██████████ 2023, Exhibit 19: ██████████ Interface, Department's Testimony)*
18. The Department testified that the Applicant failed to provide all required documentation within 60 days from the date of her application for SNAP, equivalent to ██████████ 2023. The Department declared that the deadline was further extended to ██████████ 2023; however, proof of the Appellant's current employment status with ██████████ and ██████████ remained unverified. *(Department's Testimony)*
19. On ██████████ 2023, the Department issued the Applicant a NOA advising SNAP closed effective ██████████ 2023, and ongoing citing the following reasons, "You did not return all of the required proofs by the date we asked", "You did not provide the proofs we needed in order to receive for a longer period of time", and "Does not meet program requirements". *(Exhibit 17: NOA dated ██████████ 2023, Department's Testimony)*
20. The issuance of this decision is timely under the Code of Federal Regulations § 273.15 which requires that a decision must be reached, and the household notified within 60 days of receipt of a requested fair hearing. The Appellant requested an administrative hearing on ██████████ 2023. This decision, therefore, was due no later than ██████████ 2023, and is timely. *(Hearing Record)*

CONCLUSIONS OF LAW

1. Section 17b-2(7) of the Connecticut General Statute provides as follows: “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.”

The Department has the authority to administer the SNAP.

2. Title 7 of the Code of Federal Regulations (“C.F.R”) § Section 273.2(a)(2) provides as follows: Application processing. The application process includes filing and completing an application form, being interviewed, and having certain information verified. The State agency must act promptly on all applications and provide SNAP benefits retroactive to the month of application to those households that have completed the application process and have been determined eligible. States must meet application processing timelines, regardless of whether a State agency implements a photo EBT card policy. The State agency must make expedited service available to households in immediate need. Specific responsibilities of households and State agencies in the application process are detailed below.

7 C.F.R § 273.2(c)(1)(i) provides as follows: Households must file SNAP applications by submitting the forms to the SNAP office either in person, through an authorized representative, by mail, by completing an on-line electronic application, or, if available, by fax, telephone, or other electronic transmission.

The Department complied with Federal Regulations and correctly determined the Applicant filed an ONAP requesting benefits under the SNAP.

3. 7 C.F.R § 273.2(c)(1)(iv) provides as follows: Recording the filing date. The date of application is the date the application is received by the State agency. State agencies must document the application date on the application. If the application is received outside normal business hours the State agency will consider the date of application the next business day. For online applications, the date of application is the date the application is submitted, or the next business day if it is submitted after business hours. For telephonic applications, the date of application is the date on which the household member provides verbal assent.

The Department complied with the Federal Regulations and correctly determined the SNAP application date to be [REDACTED] 2023.

4. 7 C.F.R § 273.2(i)(1) provides as follows: Entitlement to expedited service. The following households are entitled to expedited service:
 - (i) Households with less than \$150 in monthly gross income, as computed in § 273.10 provided their liquid resources (i.e., cash on hand, checking or savings accounts, savings certificates, and lump sum payments as specified in § 273.9(c)(8)) do not exceed \$100;

(ii) Migrant or seasonal farmworker households who are destitute as defined in § 273.10(e)(3) provided their liquid resources (i.e., cash on hand, checking or savings accounts, savings certificates, and lump sum payments as specified in § 273.9(c)(8)) do not exceed \$100;

(iii) Households whose combined monthly gross income and liquid resources are less than the household's monthly rent or mortgage, and utilities (including entitlement to a SUA, as appropriate, in accordance with § 273.9(d)).

5. 7 C.F.R § 273.2(i)(3)(i) provides as follows: For households entitled to expedited service, the State agency shall post benefits to the household's EBT card and make them available to the household not later than the seventh calendar day following the date an application was filed. For a resident of a public institution who applies for benefits prior to his/her release from the institution in accordance with § 273.11(i) and who is entitled to expedited service, the date of filing of his/her SNAP application is the date of release of the applicant from the institution. Whatever systems a State agency uses to ensure meeting this delivery standard shall be designed to provide the household with an EBT card and PIN no later than the seventh calendar day following the day the application was filed.
6. 7 C.F.R § 273.2(i)(4)(iii) provides as follows: Households that are certified on an expedited basis and have provided all necessary verification required in paragraph (f) of this section prior to certification shall be assigned normal certification periods. If verification was postponed, the State agency may certify these households for the month of application (the month of application and the subsequent month for those households applying after the 15th of the month) or, at the State agency's option, may assign normal certification periods to those households whose circumstances would otherwise warrant longer certification periods. State agencies, at their option, may request any household eligible for expedited service which applies after the 15th of the month and is certified for the month of application and the subsequent month only to submit a second application (at the time of the initial certification) if the household's verification is postponed.

The Department complied with the Federal Regulations and correctly evaluated the Applicant's eligibility for expedited service under the SNAP.

The Department timely issued the Applicant a NOA on [REDACTED] 2023, advising that expedited benefits under the SNAP were being issued for the certification period beginning [REDACTED] through [REDACTED] 2023, respectively.

7. 7 C.F.R § 273.2(e) provides as follows:

(1). Except for households certified for longer than 12 months, and except as provided in paragraph (e)(2) of this section, households must have a face-to-face interview with an eligibility worker at initial certification and at least once every 12 months thereafter. State agencies may not require households to report for an in-office interview during their certification period, though they may request households to do so. For example, State agencies may not require households to report en masse for an in-office interview during their certification periods simply to review their case files, or for any other reason. State agencies may not require an in person interview solely to take a photo. Interviews may be conducted at the SNAP office or other mutually acceptable location, including a household's residence. If the interview will be conducted at the household's residence, it must be scheduled in advance with the household. If a household in which all adult members are elderly or disabled is certified for 24 months in accordance with § 273.10(f)(1), or a household residing on a reservation is required to submit monthly reports and is certified for 24 months in accordance with § 273.10(f)(2), a face-to-face interview is not required during the certification period. The individual interviewed may be the head of household, spouse, any other responsible member of the household, or an authorized representative. The applicant may bring any person he or she chooses to the interview. The interviewer must not simply review the information that appears on the application, but must explore and resolve with the household unclear and incomplete information. The interviewer must advise households of their rights and responsibilities during the interview, including the appropriate application processing standard and the households' responsibility to report changes. The interviewer must advise households that are also applying for or receiving PA benefits that time limits and other requirements that apply to the receipt of PA benefits do not apply to the receipt of SNAP benefits, and that households which cease receiving PA benefits because they have reached a time limit, have begun working, or for other reasons, may still qualify for SNAP benefits. The interviewer must conduct the interview as an official and confidential discussion of household circumstances. The State agency must protect the applicant's right to privacy during the interview. Facilities must be adequate to preserve the privacy and confidentiality of the interview.

(2) Except for households certified for longer than 12 months, and except as provided in paragraph (e)(2) of this section, households must have a

face-to-face interview with an eligibility worker at initial certification and at least once every 12 months thereafter. State agencies may not require households to report for an in-office interview during their certification period, though they may request households to do so. For example, State agencies may not require households to report en masse for an in-office interview during their certification periods simply to review their case files, or for any other reason. State agencies may not require an in person interview solely to take a photo. Interviews may be conducted at the SNAP office or other mutually acceptable location, including a household's residence. If the interview will be conducted at the household's residence, it must be scheduled in advance with the household. If a household in which all adult members are elderly or disabled is certified for 24 months in accordance with § 273.10(f)(1), or a household residing on a reservation is required to submit monthly reports and is certified for 24 months in accordance with § 273.10(f)(2), a face-to-face interview is not required during the certification period. The individual interviewed may be the head of household, spouse, any other responsible member of the household, or an authorized representative. The applicant may bring any person he or she chooses to the interview. The interviewer must not simply review the information that appears on the application, but must explore and resolve with the household unclear and incomplete information. The interviewer must advise households of their rights and responsibilities during the interview, including the appropriate application processing standard and the households' responsibility to report changes. The interviewer must advise households that are also applying for or receiving PA benefits that time limits and other requirements that apply to the receipt of PA benefits do not apply to the receipt of SNAP benefits, and that households which cease receiving PA benefits because they have reached a time limit, have begun working, or for other reasons, may still qualify for SNAP benefits. The interviewer must conduct the interview as an official and confidential discussion of household circumstances. The State agency must protect the applicant's right to privacy during the interview. Facilities must be adequate to preserve the privacy and confidentiality of the interview.

The Department correctly determined an interview to be a requirement under the SNAP.

The Department properly informed the Applicant of the interview requirement.

The Applicant failed to complete the required interview by the designated due date. However, the hearing record reflects that the Applicant subsequently conducted the required interview by telephone on [REDACTED] 2023.

8. 7 C.F.R. § 273.2(c)(5) provides as follows: *Notice of Required Verification*. The State agency shall provide each household at the time of application for certification and recertification with a notice that informs the household of the verification requirements the household must meet as part of the application process. The notice shall also inform the household of the State agency's responsibility to assist the household in obtaining required verification provided the household is cooperating with the State agency as specified in (d)(1) of this section. The notice shall be written in clear and simple language and shall meet the bilingual requirements designated in § 272.4(b) of this chapter. At a minimum, the notice shall contain examples of the types of documents the household should provide and explain the period of time the documents should cover.

7 CFR § 273.2(f) provides the following: verification is the use of documentation or a contact with a third party to confirm the accuracy of statements or information. The State agency must give households at least 10 days to provide required verification. Paragraph (i)(4) of this section contains verification procedures for expedited service cases.

7 C.F.R § 273.2(h)(1)(i)(C) provides as follows: In cases where verification is incomplete, the State agency must have provided the household with a statement of required verification and offered to assist the household in obtaining required verification and allowed the household sufficient time to provide the missing verification. Sufficient time shall be at least 10 days from the date of the State agency's initial request for the particular verification that was missing.

The Department complied with the Federal Regulations and issued the Applicant a W-1348 on [REDACTED] 2023. The designated due date of [REDACTED] 2023, afforded the Applicant ten (10) days to provide the requested documentation.

The Department determined the documentation as received to be incomplete. The Department correctly issued the Applicant a W-3016 notification that outlined the outstanding information as well as two (2) W-1348M Request for Proofs notifying the Applicant of the required documentation due no later than [REDACTED] 2023.

9. 7 C.F.R § 273.2(f)(2)(i) provides as follows: the State agency shall verify, prior to certification of the household, all other factors of eligibility which the State agency determines are questionable and affect the household's eligibility and benefit level. The State agency shall establish guidelines to be followed in determining what shall be considered questionable information. These guidelines shall not prescribe verification based on race, religion, ethnic background, or national origin. These guidelines shall not target groups such as migrant farmworkers or American Indians for more intensive verification under this provision.
10. C.F.R § 273.2(f)(5)(i) provides the following: The household has primary responsibility for providing documentary evidence to support statements on the application and to resolve any questionable information. The State agency must assist the household in obtaining this verification provided the household is cooperating with the State agency as specified under paragraph (d)(1) of this section. Households may supply documentary evidence in person, through the mail, by facsimile or other electronic device, or through an authorized representative. The State agency must not require the household to present verification in person at the SNAP office. The State agency must accept any reasonable documentary evidence provided by the household and must be primarily concerned with how adequately the verification proves the statements on the application. However, the State agency has primary responsibility for verifying fleeing felon and parole or probation violator status in accordance with § 273.11(n). If a SNAP applicant's attestation regarding disqualified felon status described in § 273.2(o) is questionable, the State agency shall verify the attestation. Each element of a questionable attestation - that the individual has been convicted of a crime listed at § 273.11(s), and that the individual is not in compliance with the terms of their sentence - shall be verified by the State agency. The State agency shall determine whether an attestation is questionable based on the standards established under § 273.2(f)(2)(i). In conducting verifications of questionable attestations under this paragraph, the State agency shall establish reasonable, consistent standards, evaluate each case separately, and document the case file accordingly.
11. 7 C.F.R § 273.2(i)(4)(iii)(B) provides as follows: For households applying after the 15th of the month, the State agency may assign a 2-month certification period or a normal certification period of no more than 12 months. Verification may be postponed until the third month of participation, if necessary, to meet the expedited timeframe. If a two-month certification period is assigned, the notice of eligibility may be combined with the notice of expiration or a separate notice may be sent. The notice of eligibility must explain that the household is obligated to satisfy the verification requirements that were postponed. For subsequent months, the household must reapply and satisfy the verification requirements which were postponed or be certified under normal processing standards. If the household does not satisfy the postponed verification requirements and does not attend the interview, the State agency does not need to contact the household again. When

a certification period of longer than 2 months is assigned and verification is postponed, households must be sent a notice of eligibility advising that no benefits for the third month will be issued until the postponed verification requirements are satisfied. The notice must also advise the household that if the verification process results in changes in the household's eligibility or level of benefits, the State agency will act on those changes without advance notice of adverse action.

12.7 C.F.R § 273.10(g)(1)(i)(B) provides as follows: In cases where a household's application is approved on an expedited basis without verification, as provided in § 273.2(i), the notice shall explain that the household must provide the verification which was waived. If the State agency has elected to assign a longer certification period to some households certified on an expedited basis, the notice shall also explain the special conditions of the longer certification period, as specified in § 273.2(i), and the consequences of failure to provide the postponed verification.

13.7 C.F.R § 273.10(g)(1)(i)(C) provides as follows: For households provided a notice of expiration at the time of certification, as required in § 273.14(b), the notice of eligibility may be combined with the notice of expiration or separate notices may be sent.

14.7 CF.R § 273.10(g)(1)(ii) provides as follows: Notice of denial. If the application is denied, the State agency shall provide the household with written notice explaining the basis for the denial, the household's right to request a fair hearing, the telephone number of the SNAP office (a toll-free number or a number where collect calls will be accepted for households outside the local calling area), and, if possible, the name of the person to contact for additional information. If there is an individual or organization available that provides free legal representation, the notice shall also advise the household of the availability of the service. A household which is potentially categorically eligible but whose SNAP application is denied shall be asked to inform the State agency if it is approved to receive PA and/or SSI benefits or benefits from a State or local GA program. In cases where the State agency has elected to use a notice of denial when a delay was caused by the household's failure to take action to complete the application process, as provided in § 273.2(h)(2), the notice of denial shall also explain: The action that the household must take to reactivate the application; that the case will be reopened without a new application if action is taken within 30 days of the date the notice of denial was mailed; and that the household must submit a new application if, at the end of the 30-day period, the household has not taken the needed action and wishes to participate in the program. If the State agency chooses the option specified in § 273.2(h)(2) of reopening the application in cases where verification is lacking only if household provides verification within 30 days of the date of the initial request for verification, the State agency shall include on the notice of denial the date by which the household must provide the missing verification.

15.7 CFR § 273.10(g)(1)(iii) provides as follows: Notice of pending status. If the application is to be held pending because some action by the State is necessary

to complete the application process, as specified in § 273.2(h)(2), or the State agency has elected to pend all cases regardless of the reason for delay, the State agency shall provide the household with a written notice which informs the household that its application has not been completed and is being processed. If some action by the household is also needed to complete the application process, the notice shall also explain what action the household must take and that its application will be denied if the household fails to take the required action within 60 days of the date the application was filed. If the State agency chooses the option specified in § 273.2(h) (2) and (3) of holding the application pending in cases where verification is lacking only until 30 days following the date verification was initially requested, the State agency shall include on the notice of pending status the date by which the household must provide the missing verification.

The hearing record reflects that the Department did not receive proof of the Appellant's employment status with [REDACTED] and [REDACTED].

The Department correctly discontinued the benefits under the SNAP effective [REDACTED], and issued the Applicant a NOA on [REDACTED], 2023.

DECISION

The Appellant's appeal is DENIED.

Jessica Gulianello

**Jessica Gulianello
Hearing Officer**

CC: Shannon Shlash,
Tim Latifi, Sarah Chmielecki, Ralph Filek – SSOM's (DO [REDACTED])

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 §4-1181a (a) of the Connecticut General Statutes.

Reconsideration requests should include specific grounds for the request: for example, indicate what error of fact or law, 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 06105-3725.

RIGHT TO APPEAL

The appellant has the right to appeal this decision to Superior Court with 45 days of the mailing of this decision, or 45 days after the agency denies 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 06105-3725. 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 her 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.