

2021 Prenatal-to-3 State Policy Roadmap

Methods and Sources

Effective Policies

REDUCED ADMINISTRATIVE BURDEN FOR SNAP

What is administrative burden and why is it important?

All references for this section are provided in the Notes and Sources section at the bottom of each webpage. Additionally, search the [Prenatal-to-3 Policy Clearinghouse](#) for an ongoing inventory of rigorous evidence reviews, including more information on reduced administrative burden for SNAP (the Supplemental Nutrition Assistance Program).

What impact does reducing administrative burden for SNAP have?

The following studies meet standards of strong causal evidence to demonstrate the impacts reduced administrative burden for SNAP for the health and wellbeing of young children and their families:

- A. Dickert-Conlin, S., Fitzpatrick, K., Stacy, B., & Tiehen, L. (2020). The downs and ups of the SNAP caseload: What matters? *Applied Economic Perspectives and Policy*. Updated manuscript provided to the Prenatal-to-3 Policy Impact Center via email on February 12, 2021.
- B. Ganong, P., & Liebman, J. B. (2018). The decline, rebound, and further rise in SNAP enrollment: Disentangling business cycle fluctuations and policy changes. *American Economic Journal: Economic Policy*, 10(4), 153–176. <https://doi.org/10.1257/pol.20140016>
- C. Gray, C. (2019). Leaving benefits on the table: Evidence from SNAP. *Journal of Public Economics*, 179, 1–15. <https://doi.org/10.1016/j.jpubeco.2019.104054>
- D. Hardy, B., Smeeding, T., & Ziliak, J. P. (2018). The Changing Safety Net for Low-Income Parents and Their Children: Structural or Cyclical Changes in Income Support Policy? *Demography*, 55(1), 189–221. <https://doi.org/10.1007/s13524-017-0642-7>
- E. Ratcliffe, C., McKernan, S., & Finegold, K. (2008). Effects of food stamp and TANF policies on food stamp receipt. *Social Service Review*, 82(2), 291–334. <https://doi.org/10.1086/589707>
- F. Ribar, D. C., Edelhoch, M., & Liu, Q. (2008). Watching the clocks: The role of food stamp recertification and TANF time limits in caseload dynamics. *The Journal of Human Resources*, 43(1), 208–239. <https://doi.org/10.1353/jhr.2008.0018>
- G. Mabli, J., & Ferreros, C. (2010). *Supplemental Nutrition Assistance Program caseload trends and changes in measures of unemployment, labor underutilization, and program policy from 2000 to 2008*. Mathematica Policy Research, Inc. <https://www.mathematica.org/our-publications-and->

[findings/publications/supplemental-nutrition-assistance-program-caseload-trends-and-changes-in-measures-of-unemployment-labor-underutilization-and-program-policy-from-2000-to-2008](#)

- H. Ziliak, J. P. (2016). Why are so many Americans on food stamps? The role of the economy, policy, and demographics. In Ziliak, J. P., Bartfeld, J., Gundersen, C., Smeeding, T. (Eds.), *SNAP matters: How food stamps affect health and well-being* (pp. 18–48). Stanford University Press.
- I. Hanratty, M. J. (2006). Has the food stamp program become more accessible? Impacts of recent changes in reporting requirements and asset eligibility limits. *Journal of Policy Analysis and Management*, 25(3), 603–621. <https://doi.org/10.1002/pam.20193>
- J. Kabbani, N. S., & Wilde, P. E. (2003). Short recertification periods in the US food stamp program. *The Journal of Human Resources*, 38, 1112–1138. <https://doi.org/10.2307/3558983>
- K. Klerman, J. A., & Danielson, C. (2011). The transformation of the Supplemental Nutrition Assistance Program. *Journal of Policy Analysis and Management*, 30(4), 863–888. <https://doi.org/10.1002/pam.20601>
- L. Homonoff, T., & Somerville, J. (2019). *Program recertification costs: Evidence from SNAP*. New York University Wagner School of Public Service. https://wagner.nyu.edu/files/faculty/publications/Homonoff%20%26%20Somerville%20-%20April%202019_0_0.pdf
- M. Murphy, J. (2020). SNAP Take-Up and Transaction Costs: An Analysis Using the Food Security Survey (SSRN Scholarly Paper ID 3305961). Social Science Research Network. <https://doi.org/10.2139/ssrn.3305961>

What progress have states made in the last year to reduce administrative burden for SNAP?

To assess progress in reducing administrative burden for SNAP, we have developed a ranking methodology that gives states credit for implementing multiple evidence-based policies to reduce administrative burden for SNAP for families with children:

1. A 12-month recertification period;
2. Simplified income reporting; and
3. The availability of online services, including the initial application, change reporting, and renewal.

In our ranking methodology, the recertification period took the highest priority, as it allows eligible families with children an uninterrupted period of benefits. Next in priority was the determination of simplified income reporting, as it reduces the burden for recipient families to provide information in between recertification intervals. Finally, we examined whether states had any of three benefits services available online. The number and combination of these policies implemented by a state was assigned a ranking on a scale of 0 to 10, according to the below schema.

Progress assessment methodology: Has a state assigned 12-month recertification and simplified reporting to all eligible families with children, and offered online services, including at minimum, an online application?

Progress		Detail
Yes	10	
	9	Yes, the state assigns 12-month recertification intervals and simplified reporting to all eligible families with children, and offers all online services (initial application, change reporting, and renewal).
	8	
	7	Yes, the state assigns 12-month recertification intervals and simplified reporting to all eligible families with children, and offers some online services (initial application, change reporting, and/or renewal).
Some Progress	6	No, the state assigns 12-month recertification intervals to all eligible families with children, only assigns simplified reporting to some eligible families with children, and offers all online services (initial application, change reporting, and renewal).
	5	No, the state assigns 12-month recertification intervals to all eligible families with children, only assigns simplified reporting to some eligible families with children, and offers some online services (initial application, change reporting, and/or renewal).
	4	No, the state assigns 12-month recertification intervals to some eligible families with children, assigns simplified reporting to at least some eligible families with children, and offers any or no combination of online services (initial application, change reporting, and/or renewal).
No	3	No, the state does not assign 12-month recertification intervals to any eligible families with children, but does assign simplified reporting to all eligible families with children, and offers any or no combination of online services (initial application, change reporting, and/or renewal).
	2	No, the state does not assign 12-month recertification intervals to any eligible families with children, but the state does assign simplified reporting to some eligible families with children, and offers any or no combination of online services (initial application, change reporting, and/or renewal).
	1	No, the state does not assign 12-month recertification intervals or simplified reporting to any eligible families with children, and offers any or no combination of online services (initial application, change reporting, and/or renewal).
Regressive	0	

Due to additional evidence on how states can effectively reduce administrative burden for SNAP, the 2021 Roadmap is considered to be a new baseline year. The changes in the methodology for assessing state progress towards reducing administrative burden for SNAP mean that changes in policy adoption and

implementation over the last year are not assessed for this policy, as they are for the other four effective policies.

SNAP administrative manuals, SNAP websites, and personal communication with SNAP administrators were used as the source for our understanding of the current status of states progress towards reducing administrative burden. The sources for each individual state are listed below.

We also performed an electronic search using Quorum State between July 1, 2020 and August 15, 2021 to assess legislative progress pertaining to SNAP recertification intervals. The main search strategy used combinations of keywords for proposals to change or legislate SNAP recertification intervals (SNAP OR recertification AND SNAP OR recertification WITHIN 10 OF SNAP OR redetermination of eligibility WITHIN 10 OF SNAP OR recertification WITHIN 10 OF nutrition). Research staff conducted searches, analyzed results for relevant state legislation, and summarized the progress states made towards adopting and fully implementing recertification intervals of at least 12 months for families receiving SNAP. This component of legislative progress did not impact a state's rating, but rather is included in the narrative description of state progress during the past year.

Sources:

State	Sources
All States	1. Center on Budget and Policy Priorities. (April 23, 2020). <i>SNAP Online: A Review of State Government SNAP Websites</i> . Retrieved on March 21, 2021 from https://www.cbpp.org/research/food-assistance/snap-online-a-review-of-state-government-snap-websites
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New Jersey	<ol style="list-style-type: none"> 1. Connect EBT. (n.d.). <i>New Jersey electronic benefit transfer</i>. Retrieved on August 6, 2021, from https://www.connectebt.com/njebtclient/ 2. N.J. Admin. Code § 10:87. (2017). 3. New Jersey Human Services. (2017, February 6). <i>New Jersey Supplemental Nutrition Assistance Program (NJ SNAP) manual</i>. Retrieved on June 22, 2021, from https://www.nj.gov/humanservices/providers/rulefees/regs/NJAC%2010_87%20New%20Jersey%20Supplemental%20Nutrition%20Program.pdf 4. NJHelps. (n.d.). <i>NJHelps welcome</i>. Retrieved on August 6, 2021, from https://www.njhelps.org/NJHelpsHomePage 5. NJOneApp. (n.d.). <i>Welcome to New Jersey oneapp</i>. Retrieved on August 6, 2021, from https://oneapp.dhs.state.nj.us/default.aspx
New Mexico	<ol style="list-style-type: none"> 1. N.M. Admin. Code, tit. 8 § 139. (2017). 2. Yes New Mexico. (n.d.). <i>Welcome to yesnm</i>. Retrieved on August 6, 2021, from https://www.yes.state.nm.us/yesnm/home/index
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Oregon	<ol style="list-style-type: none"> <li data-bbox="402 1430 1474 1503">1. Oregon. (n.d.). <i>Online application for SNAP benefits</i>. Retrieved on August 6, 2021, from https://apps.state.or.us/onlineApplication/ <li data-bbox="402 1503 1474 1619">2. Oregon Department of Human Services. (n.d.). <i>Oregon programs eligibility notebook (OPEN)</i>. Retrieved on August 31, 2021, from https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/de2818.pdf
Pennsylvania	<ol style="list-style-type: none"> <li data-bbox="402 1619 1474 1766">1. Compass. (n.d.). <i>Welcome to COMPASS general information on health and human services</i>. Retrieved on August 6, 2021, from https://www.compass.state.pa.us/Compass.Web/MenuItems/SeeAllBenefits.aspx?Language=EN <li data-bbox="402 1766 1474 1913">2. Pennsylvania Department of Human Services. (2020). <i>Supplemental Nutrition Assistance Program (SNAP) handbook</i>. Retrieved on June 22, 2021, from http://services.dpw.state.pa.us/oimpolicymanuals/snap/SNAP_Handbook.htm#TitlePage.htm
Rhode Island	<ol style="list-style-type: none"> <li data-bbox="402 1913 1474 1948">1. R.I Gen. Laws § 218-RICR-20-00-1. (2020).

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South Carolina	<ol style="list-style-type: none"> 1. Benefits Portal. (n.d.). <i>DSS Portals</i>. Retrieved on August 6, 2021, from https://benefitsportal.dss.sc.gov/#/login 2. South Carolina Department of Social Services. (n.d.). <i>Assistance programs frequently asked questions</i>. Retrieved on August 6, 2021, from https://dss.sc.gov/assistance-programs/snap/faq/ 3. South Carolina Department of Social Services. (n.d.). <i>Assistance programs report a SNAP/TANF change</i>. Retrieved on August, 6, 2021, from https://dss.sc.gov/assistance-programs/report-a-snaptanf-change/ 4. South Carolina Department of Social Services. (2020, April). <i>Supplemental Nutrition Assistance Program (SNAP) policy manual</i>. Retrieved on June 19, 2021, from https://dss.sc.gov/media/1468/snap-manual-vol-33.pdf
South Dakota	<ol style="list-style-type: none"> 1. DSS South Dakota. (n.d.). <i>DSS South Dakota get started</i>. Retrieved on August 6, 2021, from https://apps.sd.gov/SS36SNAP/Web/Portal/Default.aspx 2. South Dakota Department of Social Services. (n.d.). <i>Supplemental Nutrition Assistance Program (SNAP) policy and procedure manual</i>. Retrieved on June 22, 2021, from https://dss.sd.gov/docs/economicassistance/snap/snapmanual.pdf
Tennessee	<ol style="list-style-type: none"> 1. Tennessee Dept. of Human Services. (2017, July 13). <i>Supplemental Nutrition Assistance Program (SNAP) policy manual</i>. Retrieved on June 22, 2021, from https://www.tn.gov/content/dam/tn/human-services/documents/SNAP_Manual_07142017_revision.pdf 2. TN Department of Human Services. (n.d.). <i>SNAP applying for services</i>. Retrieved on August 6, 2021, from https://www.tn.gov/humanservices/for-families/supplemental-nutrition-assistance-program-snap/applying-for-services.html
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Washington	<ol style="list-style-type: none"> Washington Connection. (n.d.). <i>Washington Connection welcome</i>. Retrieved on August 6, 2021, from https://www.washingtonconnection.org/home/ Washington State Department of Social and Health Services. (n.d.). <i>Eligibility A-Z manual</i>. Retrieved on June 22, 2021, from https://www.dshs.wa.gov/esa/manuals/eaz
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How do states vary in administrative burden for SNAP?

Data were collected for 5 different measures to assess how states vary in their policies to reduce administrative burden for SNAP. The datasets, calculations, and sources referenced for each state are listed below.

Measure 1: Length of recertification interval (months) specified in state's SNAP manual

Definition:

The recertification interval (in months) that the state SNAP manual outlines for eligible-households with children (e.g., that are not in the following categories: able bodied without dependents (ABAWD), elderly, and with disability and unable to work).

Notes:

While generally, SNAP recipients are identified by “households”, given our focus on the reporting schedule assigned to eligible households with children, we use the term “family” interchangeably with “household”.

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Alaska	1. Alaska Department of Health and Social Services, Division of Public Assistance. (2007). <i>Alaska Supplemental Nutrition Assistance Program (SNAP) manual</i> . Retrieved on June 21, 2021, from http://dpaweb.hss.state.ak.us/manuals/fs/fsp.htm
Arizona	1. Arizona Department of Economic Security. (n.d.). <i>CNAP manual</i> . Retrieved on June 21, 2021, from https://dbmefaapolicy.azdes.gov/#page/FAA1/Background_and_Introduction.html#
Arkansas	1. Arkansas Department of Human Services, Division of County Operations. (2021, January 15). <i>Food Stamp certification manual</i> . Retrieved on June 21, 2021, from https://humanservices.arkansas.gov/divisions-shared-services/county-operations/division-policies/
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Delaware	1. Del. Code tit. 16, § 9000. (2010).
District of Columbia	1. District of Columbia, Department of Human Services. (n.d.). <i>Economic Security Administration policy manual</i> . Retrieved on June 21, 2021, from https://dhs.dc.gov/sites/default/files/dc/sites/dhs/publication/attachments/ESA-Policy-Manual-Combined-Revised-2.pdf
Florida	1. Florida Department of Children and Families. (n.d.). <i>ACCESS Florida program policy manual for application processing</i> . Retrieved on June 21, 2021, from https://www.myflfamilies.com/service-programs/access/docs/esspolicymanual/600.pdf 2. Florida Department of Children and Families. (n.d.). <i>ACCESS Florida program policy manual for ongoing case processing</i> . Retrieved on June 21, 2021, from https://www.myflfamilies.com/programs/access/docs/esspolicymanual/800.pdf
Georgia	1. Georgia Department of Human Services. (n.d.). <i>MAN3420 –Food Stamps</i> . Retrieved on June 21, 2021, from https://odis.dhs.ga.gov/General
Hawaii	1. Hawaii Administrative Rules Chapter 91 § 17-610. (n.d.). Retrieved on June 21, 2021, from https://humanservices.hawaii.gov/wp-content/uploads/2018/09/610.pdf 2. Hawaii Administrative Rules Chapter 91 § 17-647. (n.d.). Retrieved on June 21, 2021, from https://humanservices.hawaii.gov/wp-content/uploads/2018/09/647.pdf 3. Hawaii Administrative Rules Chapter 91 § 17-650. (n.d.). Retrieved on June 21, 2021, from https://humanservices.hawaii.gov/wp-content/uploads/2018/09/650.pdf
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Illinois	1. Ill. Admin. Code tit. 89 § 121. (2020).
Indiana	1. Indiana Family and Social Services Administration. (n.d.). <i>ICES program policy manual</i> . Retrieved on June 21, 2021, from https://www.in.gov/fssa/dfr/files/2200.pdf
Iowa	1. Iowa Department of Human Services. (2019, April 19). <i>Food Assistance Application Processing</i> . Retrieved on June 21, 2021, from https://dhs.iowa.gov/sites/default/files/7-B.pdf?011220210117
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Louisiana	1. Louisiana Department of Children & Family Services. (2013). <i>C-0650 SNAP Eligibility Dates and Benefit Amounts</i> . Retrieved on June 21, 2021, https://public.powerdms.com/LADCFS/tree/documents/399408 2. Louisiana Department of Children & Family Services. (2013). <i>S-0110 SNAP Introduction</i> . Retrieved on June 21, 2021, https://public.powerdms.com/LADCFS/tree/documents/394421 3. Louisiana Department of Children & Family Services. (2013). <i>S-0210 SNAP Who is Included</i> . Retrieved on June 21, 2021, https://public.powerdms.com/LADCFS/tree/documents/394904

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Ohio	1. Ohio Department of Job and Family Services. (n.d.). <i>Family assistance –cash/food assistance</i> . Retrieved on June 22, 2021, from http://emanuals.jfs.ohio.gov/CashFoodAssist/
Oklahoma	1. Oklahoma Human Services. (2020). <i>Supplemental Nutrition Assistance Program OAC340-050</i> . Retrieved on June 22, 2021, from https://oklahoma.gov/okdhs/library/policy/current/oac-340.html
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South Carolina	1. South Carolina Department of Social Services. (2020, April). <i>Supplemental Nutrition Assistance Program (SNAP) policy manual</i> . Retrieved on June 19, 2021, from https://dss.sc.gov/media/1468/snap-manual-vol-33.pdf
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Vermont	1. Vermont Agency of Human Services. (2019, October 1). <i>3SquaresVT program manual</i> . Retrieved on June 19, 2021, from https://www.ahsnet.ahs.state.vt.us/Public/3sVT/index.htm#t=Application.htm%23Certification_Periods
Virginia	1. Virginia Department of Social Services. (2017). <i>Manuals</i> . Retrieved on June 22, 2021, from https://www.dss.virginia.gov/files/division/bp/fs/manual/P4.pdf
Washington	1. Washington State Department of Social and Health Services. (n.d.). <i>Eligibility A-Z manual</i> . Retrieved on June 22, 2021, from https://www.dshs.wa.gov/esa/manuals/eaz

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Wisconsin	<ol style="list-style-type: none"> 1. State of Wisconsin Department of Health Services. (2021). <i>FoodShare Wisconsin handbook</i>. Retrieved on June 22, 2021, from http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm
Wyoming	<ol style="list-style-type: none"> 1. Wyoming Department of Family Services. (2020). <i>SNAP and POWER policy manual</i>. Retrieved on June 22, 2021, from https://dfs.wyo.gov/about/policy-manuals/snap-and-power-policy-manual/

Measure 2: 12-month recertification interval is assigned to all families with children

Definition:

The typical recertification interval assigned to all eligible families with children (e.g., that are not in the following categories: able bodied without dependents (ABAWD), elderly, and with disability and unable to work).

Notes:

While generally, SNAP recipients are identified by “households”, given our focus on the reporting schedule assigned to eligible households with children, we use the term “family” interchangeably with “household”.

Sources:

State	Sources
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Measure 3: Reporting schedule assigned to SNAP-eligible families with children

Definition:

The typical reporting interval assigned to SNAP-eligible households with children that are not in the following categories: able bodied without dependents (ABAWD), elderly, and with disability and unable to work.

Notes:

While generally, SNAP recipients are identified by “households”, given our focus on the reporting schedule assigned to eligible households with children, we use the term “family” interchangeably with “household”.

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Measure 4: Online availability of SNAP-specific application services

Definition:

The online availability of three of the more frequently used application/reporting services: the initial SNAP application; the process for reporting income/eligibility changes; and the renewal of SNAP benefits.

Notes:

(none)

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Measure 5: Percentage of eligible families with children under age 18 not receiving SNAP

Definition:

The percentage of families with children under 18 who are eligible for SNAP benefits but did not receive them.

Notes:

1. **Numerator:** The number of SNAP-eligible families with at least one child under age 18 who did not report receiving SNAP during the prior calendar year.
2. **Denominator:** The number of SNAP-eligible families with at least one child under age 18.
3. These data are the pooled TRIM3 model adjusted values based on the Census Bureau's Current Population Survey Annual Social and Economic Supplement (CPS ASEC) 2018, 2017, and 2016 datasets. The model adjusts Census data, based on program eligibility requirements and program administrative data on recipients, to account for underreporting of benefit receipt. The TRIM3 project microdata uses the actual date of the data. For example, as the 2018 CPS ASEC survey questioned respondents about activities and benefits from 2017, the TRIM3 model refers to these data as the 2017 input files. **No subsequent years of data were available as of August 1, 2021.**
4. All estimates (national and state-level) were calculated in Stata 16 using family-level weights. To improve data quality and accuracy of state-level estimates, per US Census Current Population Survey guidance, estimates were calculated using the three most recent years of CPS ASEC data and family-level

population weights were adjusted by three to account for the multi-year dataset.¹ The US Census Bureau recommends using a 90% confidence interval for evaluating the accuracy of estimates using CPS data. All state-level estimates fell within this recommended 10% margin of error.

5. Information presented here is derived in part from the Transfer Income Model, Version 3 (TRIM3) and associated databases. TRIM3 requires users to input assumptions and/or interpretations about economic behavior and the rules governing federal programs. Therefore, the conclusions presented here are attributable only to the authors of this report.

Source:

TRIM3. (2016-2018). *Transfer Income Model, Version 3* [Data set]. Retrieved on May 10, 2020, from <https://trim3.urban.org>

¹ US Census Bureau (n.d.). *Which data source to use*. As of March 20, 2018. Retrieved on April 28, 2020 from <https://www.census.gov/topics/income-poverty/poverty/guidance/data-sources.html>