

## 2023 Prenatal-to-3 State Policy Roadmap

### Methods and Sources

### Effective Strategies

## 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. (2021). Program recertification costs: Evidence from SNAP. *American Economic Journal: Economic Policy*, 13(4), 271–298. <https://pubs.aeaweb.org/doi/pdfplus/10.1257/pol.20190272>
- 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>
- N. Kenney, E., Soto, M., Fubini, M., Carleton, A., Lee, M., & Bleich, S. (2022). Simplification of Supplemental Nutrition Assistance Program Recertification Processes and Association With Uninterrupted Access to Benefits Among Participants With Young Children. *JAMA Network Open*. <http://doi.org/10.1001/jamanetworkopen.2022.30150>
- O. Fox, A., Feng, W., & Reynolds, M. (2022). The effect of administrative burden on state safety-net participation: Evidence from food assistance, cash assistance, and Medicaid. *Public Administration Review*. <http://doi.org/10.1111/puar.13497>
- P. Giannella, E., Homonoff, T., Rino, G., & Somerville, J. (2023). Administrative Burden and Procedural Denials: Experimental Evidence from SNAP. NBER Working Papers. <http://doi.org/10.3386/w31239>

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

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 and the detailed methodology can be found below. Because of how this policy is defined, many states make progress year to year through administrative changes.

We also performed an electronic search using Quorum State between September 15, 2022 and August 15, 2023 to assess legislative progress pertaining to SNAP certification intervals and income reporting requirements. For states that were still in legislative session on August 15, 2023, we continued to track their legislative progress until October 1, 2023. The main search strategy used combinations of keywords for proposals to change or legislate SNAP certification intervals (SNAP AND certification period, recertification AND SNAP, recertification WITHIN 10 OF SNAP, redetermination of eligibility WITHIN 10 OF SNAP, and recertification WITHIN 10 OF nutrition), combinations of keywords for proposals to change or legislate income reporting requirements for SNAP (SNAP AND simplified reporting, SNAP WITHIN 10 OF simplified reporting, SNAP AND semi-annual reporting, SNAP AND interim report, SNAP AND change reporting, and SNAP AND reporting requirements), and combinations of words for proposals to change or legislate availability of online applications (SNAP WITHIN 10 of

online application, and SNAP within 10 of application). Policy research staff conducted searches, analyzed results for relevant state legislation, and summarized the progress states made towards adopting and fully implementing certification periods of at least 12 months and adopting and fully implementing simplified reporting for families receiving SNAP. We reviewed legislation from all 51 states. The table below lists the states with relevant legislation from the 2023 legislative session. This component of legislative progress did not impact a state's rating this year but is presented in the individual state Roadmaps.

**Sources:**

State	Sources
Illinois	1. H.B. 2528, 103rd Leg., Reg. Sess., (Ill. 2023).
Indiana	1. H.B. 1161, 123rd Leg., Reg. Sess., (Ind. 2023).
Iowa	1. S.F. 494, 90th Leg., Reg. Sess., (Iowa 2023).
Minnesota	1. H.F. 466, 93rd Leg., Reg. Sess., (Minn. 2023). 2. S.F. 994, 93 <sup>rd</sup> Leg., Reg. Sess., (Minn. 2023).
Missouri	1. S.B. 106, 74th Leg., Reg. Sess., (Mo. 2023).
New York	1. A. 2645, 2023 Leg., Reg. Sess., (N.Y. 2023). 2. S. 2913, 2023 Leg., Reg. Sess., (N.Y. 2023).
Oklahoma	1. S.B. 567, 2023 Leg., Reg. Sess., (Okla. 2023).
Pennsylvania	1. H.B. 1445, 2023 Leg., Reg. Sess., (Pa. 2023).
Texas	1. H.B. 2836, 88th Leg., Reg. Sess., (Tex. 2023). 2. H.B. 4224, 88 <sup>th</sup> Leg., Reg. Sess., (Tex. 2023). 3. H.B. 4658, 88th Leg., Reg. Sess., (Tex. 2023). 4. S.B. 75, 88 <sup>th</sup> Leg., Reg. Sess., (Tex. 2023). 5. S.B. 1685, 88th Leg., Reg. Sess., (Tex. 2023).
Virginia	1. H.B. 1874, 2023 Leg., Reg. Sess., (Va. 2023).
West Virginia	1. H.B. 3024, 86th Leg., Reg. Sess., (W.Va. 2023). 2. S.B. 578, 86 <sup>th</sup> Leg., Reg. Sess., (W.Va. 2023).

**How and why do states vary in reduced administrative burden for SNAP?**

We previously included Reduced Administrative Burden for SNAP as an effective Roadmap policy, suggesting that there are distinct policy levers states can implement to increase participation in SNAP among eligible households. However, as rigorous research evolves, specific levers are less clear, such that though combinations of low-burden policies are effective in increasing participation in SNAP, the strength and interaction of levers individually and in combination with one another are difficult to parse out. As such, administrative burden is now defined as an effective Roadmap strategy, suggesting that reduced administrative burden for SNAP impacts PN-3 goals, but the research does not yet provide precise guidance for state legislative or regulatory action.

In the absence of one evidence-based state policy, we present several choices for low-burden policies choices that states can make to reduce administrative burden and thereby increase participation among eligible families. The policies included are those most commonly included in the research that assesses low-burden policies. Additionally, we leverage available data to assess state variation across a range of factors to

demonstrate what progress states are making relative to one another. We consider the progress of states reducing administrative burden for SNAP using the following levers:

1. A minimum of a 12-month certification period for all families with children;
2. Simplified income reporting for all families with children; and
3. The availability of online case management platforms

We also look at the percent of eligible families not receiving SNAP in each state. The datasets, calculations, and sources referenced for each state are listed below. This section also contains the sources for the information presented in the individual state Roadmaps.

**Measures 1 & 2: 12-month certification period is assigned to all families with children (measure 1), and simplified reporting assigned to all SNAP-eligible families with children (measure 2)**

**Measure 1 Definition:**

The state offers at least a 12-month certification period to all eligible families with children.

**Measure 2 Definition:**

The state assigns simplified income reporting to all eligible families with children.

**Notes for Measures 1 and 2:**

1. Measure 1 was reported as “variable” when there was not a clear standard certification period for most families or when the SNAP administrator had significant discretion in determining certification periods based on the household’s circumstances. The states with variable intervals in 2023 were Hawaii, Mississippi, New Hampshire, New York, and Wyoming.
2. While generally, SNAP recipients are identified by “households” or “units”, we use the term “family” interchangeably with both terms.
3. Transitional Benefit Alternative recipients were excluded when we determined certification periods and reporting requirements for all families in Measures 1 and 2. The Transitional Benefit Alternative is an option under federal SNAP rules, that allows states to continue SNAP benefits for up to 5 months for most families when they leave the Temporary Assistance for Needy Families (TANF) program.

**Sources for Measures 1 and 2:**

State	Sources
Alabama	1. Alabama Department of Human Resources. (n.d.). POE online manual. Retrieved on July 26, 2023, from <a href="https://apps.dhr.alabama.gov/POE/POEhome">https://apps.dhr.alabama.gov/POE/POEhome</a>
Alaska	1. Alaska Department of Health and Social Services, Division of Public Assistance. (2007). Alaska Supplemental Nutrition Assistance Program (SNAP) manual. Retrieved on July 26, 2023, from <a href="http://dpaweb.hss.state.ak.us/manuals/fs/fsp.htm">http://dpaweb.hss.state.ak.us/manuals/fs/fsp.htm</a> 2. Alaska Department of Health and Social Services, Division of Public Assistance, Director's Office. (2023). SNAP Certification and Interim Report Director's Letter 06.23. Retrieved on July 26, 2023 from <a href="https://health.alaska.gov/dpa/Documents/dpa/press/Director%27s-Letter-SNAP-Certification.pdf">https://health.alaska.gov/dpa/Documents/dpa/press/Director%27s-Letter-SNAP-Certification.pdf</a> .

State	Sources
	3. R. Lumbab, Alaska Department of Health and Human Services, Division of Public Assistance, personal communication, August 30, 2023.
Arizona	1. Arizona Department of Economic Security. (n.d.). CNAP manual. Retrieved on July 26, 2023, from <a href="https://dbmefaapolicy.azdes.gov/#page/FAA1/Background_and_Introduction.html#">https://dbmefaapolicy.azdes.gov/#page/FAA1/Background_and_Introduction.html#</a>
Arkansas	1. Arkansas Department of Human Services, Division of County Operations. (2023, April 20). SNAP policy manual. Retrieved on July 26, 2023, from <a href="https://humanservices.arkansas.gov/divisions-shared-services/county-operations/division-policies/">https://humanservices.arkansas.gov/divisions-shared-services/county-operations/division-policies/</a>
California	1. California Department of Social Services. (2022). Food Stamp manual. Retrieved on July 25, 2023, <a href="https://www.cdss.ca.gov/inforesources/letters-regulations/legislation-and-regulations/calworks-calfresh-regulations/calfresh-regulations">https://www.cdss.ca.gov/inforesources/letters-regulations/legislation-and-regulations/calworks-calfresh-regulations/calfresh-regulations</a> 2. California Department of Social Services. (2012, May 17). All County Letter No. 12-25. Retrieved on July 25, 2023, <a href="https://www.cdss.ca.gov/lettersnotices/entres/getinfo/acl/2012/12-25.pdf">https://www.cdss.ca.gov/lettersnotices/entres/getinfo/acl/2012/12-25.pdf</a> 3. C. Danielson, Public Policy Institute of California, personal communication, June 25, 2021. 4. C. Lao, CalFresh Policy and Employment Bureau, personal communication, June 29, 2021.
Colorado	1. Colo. Code Regs. 10 CCR § 2506-1. (2022).
Connecticut	1. Connecticut Department of Social Services. (2022). SNAP policy manual. Retrieved on July 25, 2023, from <a href="https://portal.ct.gov/DSS/SNAP/SNAP-Policy-Manual">https://portal.ct.gov/DSS/SNAP/SNAP-Policy-Manual</a>
Delaware	1. Del. Code tit. 16, § 9000. (2010).
District of Columbia	1. District of Columbia, Department of Human Services. (2019, January 9). Economic Security Administration policy manual. Retrieved on July 25, 2023, from <a href="https://dhs.dc.gov/sites/default/files/dc/sites/dhs/publication/attachments/ESA-Policy-Manual-Combined-Revised-2.pdf">https://dhs.dc.gov/sites/default/files/dc/sites/dhs/publication/attachments/ESA-Policy-Manual-Combined-Revised-2.pdf</a>
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Hawaii	1. Hawaii Administrative Rules Chapter 91 § 17-647. (n.d.). Retrieved on July 25, 2023, from <a href="https://humanservices.hawaii.gov/wp-content/uploads/2018/09/647.pdf">https://humanservices.hawaii.gov/wp-content/uploads/2018/09/647.pdf</a> 2. Hawaii Administrative Rules Chapter 91 § 17-650. (n.d.). Retrieved on July 25, 2023, from <a href="https://humanservices.hawaii.gov/wp-content/uploads/2018/09/650.pdf">https://humanservices.hawaii.gov/wp-content/uploads/2018/09/650.pdf</a>
Idaho	1. Idaho Admin. Code r. 16.03.04. (2020).
Illinois	1. Illinois Department of Human Services. (2020). Cash, SNAP, and medical manual. Retrieved on July 25, 2023, from <a href="https://www.dhs.state.il.us/page.aspx?item=13473">https://www.dhs.state.il.us/page.aspx?item=13473</a>
Indiana	1. Indiana Family and Social Services Administration. (2022). Program policy manual for TANF (cash assistance) and SNAP (food assistance). Retrieved on July 25, 2023, from <a href="https://www.in.gov/fssa/dfr/forms-documents-and-tools/policy-manual/">https://www.in.gov/fssa/dfr/forms-documents-and-tools/policy-manual/</a>
Iowa	1. Iowa Department of Human Services. (2022). Income maintenance. Retrieved on July 25, 2023, from <a href="https://dhs.iowa.gov/policy-manuals/income-maintenance">https://dhs.iowa.gov/policy-manuals/income-maintenance</a>
Kansas	1. Kansas Department for Children and Families. (2023, July). The Kansas Economic and Employment Services Manual (KEESM). Retrieved on July 25, 2023, from <a href="http://content.dcf.ks.gov/ees/KEESM/Current/Home.htm">http://content.dcf.ks.gov/ees/KEESM/Current/Home.htm</a>

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Kentucky	1. Kentucky Division of Family Support. (2019, April 1). Supplemental Nutrition Assistance Program. Retrieved on July 25, 2023, from <a href="https://chfs.ky.gov/agencies/dCBS/dfs/Documents/OMVOLIII.pdf">https://chfs.ky.gov/agencies/dCBS/dfs/Documents/OMVOLIII.pdf</a>
Louisiana	1. Louisiana Department of Children & Family Services. (2013). Family Supports Chapter 4 - Economic Stability (ES). Retrieved on July 25, 2023, <a href="https://public.powerdms.com/LADCFS/tree">https://public.powerdms.com/LADCFS/tree</a>
Maine	1. Maine. Department of Health and Human Services. (2023, March). Supplemental Nutrition Assistance Program (SNAP) rules. Retrieved on July 25, 2023, <a href="https://www.maine.gov/sos/cec/rules/10/144/144c301.docx">https://www.maine.gov/sos/cec/rules/10/144/144c301.docx</a>
Maryland	1. Maryland Department of Human Resources. (2022). Supplemental Nutrition Assistance Program (SNAP) manual. Retrieved on July 25, 2023, from <a href="https://dhs.maryland.gov/food-supplement-program/food-supplement-program-manual/">https://dhs.maryland.gov/food-supplement-program/food-supplement-program-manual/</a> 2. M. Williams, Maryland Department of Human Services Office of Nutrition Assistance Programs, personal communication, September 7, 2022.
Massachusetts	1. Department of Transitional Assistance. (2022). Supplemental Nutrition Assistance Program (SNAP). Retrieved on July 25, 2023, from <a href="https://www.mass.gov/lists/departement-of-transitional-assistance-regulations#supplemental-nutrition-assistance-program-(snap)-">https://www.mass.gov/lists/departement-of-transitional-assistance-regulations#supplemental-nutrition-assistance-program-(snap)-</a>
Michigan	1. Michigan Department of Health and Human Services. (2023, July 3). Bridges administrative manual. Retrieved on July 25, 2023, from <a href="https://dhhs.michigan.gov/OLMWeb/ex/BP/Public/BAM/000.pdf#pagemode=bookmarks">https://dhhs.michigan.gov/OLMWeb/ex/BP/Public/BAM/000.pdf#pagemode=bookmarks</a>
Minnesota	1. Minnesota Department of Human Services. (2023). Combined manual. Retrieved on July 25, 2023, from <a href="https://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&amp;RevisionSelectionMethod=LatestReleased&amp;dDocName=CombinedManual">https://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&amp;RevisionSelectionMethod=LatestReleased&amp;dDocName=CombinedManual</a>
Mississippi	1. Mississippi Department of Human Services. (2022, March 15). Part 14: Supplemental Nutrition Assistance Program (SNAP) policy manual. Retrieved on July 25, 2023, from <a href="https://www.sos.ms.gov/adminsearch/ACCode/00000331c.pdf">https://www.sos.ms.gov/adminsearch/ACCode/00000331c.pdf</a>
Missouri	1. Missouri Department of Social Services. (n.d.). Supplemental Nutrition Assistance Program (SNAP) manual. Retrieved on July 25, 2023, from <a href="https://dssmanuals.mo.gov/food-stamps/">https://dssmanuals.mo.gov/food-stamps/</a>
Montana	1.
Nebraska	1. Nebraska Department of Health and Human Services. (2020, July 4). Title 475 Supplemental Nutrition Assistance Program (SNAP). Retrieved on July 25, 2023, from <a href="http://dhhs.ne.gov/Pages/Title-475.aspx">http://dhhs.ne.gov/Pages/Title-475.aspx</a>
Nevada	1. Nevada Department of Health and Human Services Division of Welfare and Supportive Services. (2022). Eligibility and payments information manual. Retrieved on July 25, 2023, from <a href="https://dwss.nv.gov/Home/Features/eligibility/Eligibility-N-Payment-Info-Manual/">https://dwss.nv.gov/Home/Features/eligibility/Eligibility-N-Payment-Info-Manual/</a>
New Hampshire	1. New Hampshire Department of Health and Human Services. (n.d.). Food Stamp manual. Retrieved on July 25, 2023, from <a href="https://www.dhhs.nh.gov/fsm_htm/newfsm.htm">https://www.dhhs.nh.gov/fsm_htm/newfsm.htm</a> 2. B. Dukette, New Hampshire Department of Health and Human Services, personal communication, August 22, 2023.
New Jersey	1. N.J. Admin. Code § 10:87. (2019).
New Mexico	1. N.M. Admin. Code, tit. 8 § 139. (2017).
New York	1. New York State Office of Temporary and Disability Assistance. (n.d.) Supplemental Nutrition Assistance Program (SNAP) source book. Retrieved on July 25, 2023, from <a href="http://otda.ny.gov/programs/snap/SNAPSB.pdf">http://otda.ny.gov/programs/snap/SNAPSB.pdf</a>

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Ohio	1. Ohio Department of Job and Family Services. (2022). Family assistance –cash/food assistance. Retrieved on July 25, 2023, from <a href="http://emanuals.ifs.ohio.gov/CashFoodAssist/">http://emanuals.ifs.ohio.gov/CashFoodAssist/</a>
Oklahoma	1. Oklahoma Human Services. (2022). Supplemental Nutrition Assistance Program OAC340-050. Retrieved on July 25, 2023, from <a href="https://oklahoma.gov/okdhs/library/policy/current/oac-340.html">https://oklahoma.gov/okdhs/library/policy/current/oac-340.html</a>
Oregon	1. Oregon Department of Human Services. (2023). Oregon Programs Eligibility Notebook (OPEN). Retrieved on July 25, 2023, from <a href="https://sharesystems.dhsoha.state.or.us/DHSForms/Served/de2818.pdf">https://sharesystems.dhsoha.state.or.us/DHSForms/Served/de2818.pdf</a>
Pennsylvania	1. Pennsylvania Department of Human Services. (2023). Supplemental Nutrition Assistance Program (SNAP) handbook. Retrieved on July 25, 2023, from <a href="http://services.dpw.state.pa.us/oimpolicymanuals/snap/index.htm#t=535_Employment_and_Training_Requirements%2FTitle_Page.htm">http://services.dpw.state.pa.us/oimpolicymanuals/snap/index.htm#t=535_Employment_and_Training_Requirements%2FTitle_Page.htm</a>
Rhode Island	1. R.I Gen. Laws § 218-RICR-20-00-1. (2020).
South Carolina	1. South Carolina Department of Social Services. (2023). Supplemental Nutrition Assistance Program (SNAP) policy manual. Retrieved on July 25, 2023, from <a href="https://dss.sc.gov/media/4566/snap-manual-volume-58-final.pdf">https://dss.sc.gov/media/4566/snap-manual-volume-58-final.pdf</a>
South Dakota	1. South Dakota Department of Social Services. (2022, October). Supplemental Nutrition Assistance Program (SNAP) policy and procedure manual. Retrieved on July 25, 2023, from <a href="https://dss.sd.gov/docs/economicassistance/snap/snapmanual.pdf">https://dss.sd.gov/docs/economicassistance/snap/snapmanual.pdf</a>
Tennessee	1. Tennessee Department of Human Services. (2017, July 13). Supplemental Nutrition Assistance Program (SNAP) policy manual. Retrieved on July 25, 2023, from <a href="https://www.tn.gov/content/dam/tn/human-services/documents/SNAP%20Manual.pdf">https://www.tn.gov/content/dam/tn/human-services/documents/SNAP%20Manual.pdf</a> 2. Tennessee Department of Human Services. (2022, January 1). SNAP continued responsibilities. Retrieved on July 25, 2023, from <a href="https://www.tn.gov/content/dam/tn/human-services/documents/24.25%20SNAP%20Continued%20Responsibilities.pdf">https://www.tn.gov/content/dam/tn/human-services/documents/24.25%20SNAP%20Continued%20Responsibilities.pdf</a>
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Utah	1. Utah Department of Workforce Services. (2023, July). DWS financial/SNAP/child care eligibility manual. Retrieved on July 25, 2023, from <a href="https://jobs.utah.gov/Infosource/eligibilitymanual/Eligibility_Manual.htm">https://jobs.utah.gov/Infosource/eligibilitymanual/Eligibility_Manual.htm</a>
Vermont	1. Vermont Agency of Human Services. (2023, April 26). 3SquaresVT program manual. Retrieved on July 25, 2023, from <a href="https://www.ahsnet.ahs.state.vt.us/Public/3sVT/index.htm#t=Application.htm%23Certification_Periods">https://www.ahsnet.ahs.state.vt.us/Public/3sVT/index.htm#t=Application.htm%23Certification_Periods</a>
Virginia	1. Virginia Department of Social Services. (2022). SNAP manual. Retrieved on July 25, 2023, from <a href="https://www.dss.virginia.gov/benefit/snap/manual.cgi">https://www.dss.virginia.gov/benefit/snap/manual.cgi</a>

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West Virginia	1. West Virginia Department of Health and Human Resources. (n.d.). WV income maintenance manual. Retrieved on July 25, 2023, from <a href="https://dhhr.wv.gov/bcf/services/familyassistance/Documents/Binder4.pdf">https://dhhr.wv.gov/bcf/services/familyassistance/Documents/Binder4.pdf</a>
Wisconsin	1. State of Wisconsin Department of Health Services. (2023). FoodShare Wisconsin handbook. Retrieved on July 25, 2023, from <a href="http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm">http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm</a>
Wyoming	1. Wyoming Department of Family Services. (2023). SNAP and POWER policy manual. Retrieved on July 25, 2023, from <a href="https://dfs.wyo.gov/about/policy-manuals/snap-and-power-policy-manual/">https://dfs.wyo.gov/about/policy-manuals/snap-and-power-policy-manual/</a>

### Measure 3: Online availability of online SNAP case management services.

#### Definition:

State offers an online portal where SNAP recipients can log in to access their case information, apply for benefits, report changes, and upload documents. Specific case management services available through these portals differ between states and may include tools such as appointment scheduling, appealing decisions, and saving incomplete applications.

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Wyoming	1. Wyoming Department of Family Services. (n.d.). <i>SNAP: How to Apply and Frequently Used Forms</i> . Retrieved on July 27, 2023, from <a href="https://dfs.wyo.gov/assistance-programs/food-assistance/supplemental-nutrition-assistance-program-snap/snap-how-to-apply-and-frequently-used-forms/">https://dfs.wyo.gov/assistance-programs/food-assistance/supplemental-nutrition-assistance-program-snap/snap-how-to-apply-and-frequently-used-forms/</a>

#### Measure 4: Percentage of eligible SNAP units with children under age 18 not receiving SNAP

##### Definition:

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

##### Notes:

1. **Numerator:** The number of eligible SNAP units with at least one child under age 18 who did not report receiving SNAP during the prior calendar year.
2. **Denominator:** The number of eligible SNAP units with at least one child under age 18.
3. The sample was limited to eligible SNAP units with children under age 18. 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, 2019, and 2020 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.
4. Race/ethnic groups based on the SNAP unit's reference person's race and ethnicity were calculated using the Hispanic origin and 6-race category variables. From these two variables, four mutually exclusive race/ethnic groups were created. The race/ethnic group of the family's reference person was assigned to all members of the family. If the reference person was identified as Hispanic, then the family was categorized as Hispanic. Next, reference persons were identified as Black, non-Hispanic, then White, non-Hispanic. The fourth group was created from all other non-Hispanic reference persons (Asian, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or all other races). The race/ethnic group of the family reference person was then assigned to the whole family.

1. All estimates (national and state-level) were calculated in Stata 18 using the person-level weight of the head of the SNAP unit. 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 person-level population weights were adjusted by three to account for the multi-year dataset.<sup>1</sup>
2. For previous Roadmaps, we reported the percent of SNAP-eligible *families* with children under age 18 not receiving SNAP. Following guidance from TRIM3, we now report the percent of eligible *SNAP units* with children under age 18 not receiving SNAP.<sup>2</sup> Although there is considerable overlap between a “family” and “SNAP unit,” persons apply for SNAP benefits as a *SNAP unit*, and the TRIM3 model is designed to estimate the eligibility and benefits of a SNAP unit, not a family. In general, a SNAP unit is “an individual living alone; an individual living with others, but customarily purchasing food and preparing meals for home consumption separate and apart from others; or a group of individuals who live together and customarily purchase food and prepare meals together for home consumption.”<sup>3</sup> Estimates run at the family-level should not be compared to estimates run at the SNAP unit-level.
5. The percent of eligible SNAP units with a child under age 18 not receiving SNAP jumped noticeably between the 2017 and 2018 data files. For example, 11.6% of eligible SNAP units with a child under age 18 did not receive SNAP in the 2017 file, while 19.2% did not receive SNAP in the 2018 file. This is largely due to TRIM3 changing their methodology for defining SNAP units beginning with the 2018 TRIM3 file. This new methodology increases the number of eligible units, and therefore decreases the participation rate. This new methodology yields participation rates in line with those published by the USDA.<sup>4</sup>
6. The US Census Bureau recommends using a 90% confidence interval for evaluating the accuracy of estimates using CPS data. New Hampshire was the only state with a confidence interval wider than the recommended 10% with a 10.4% confidence interval.
7. 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. (2017-2019). *Transfer Income Model, Version 3* [Data set]. Retrieved on June 13, 2023, from <https://trim3.urban.org>

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<sup>1</sup> 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>

<sup>2</sup> L. Wheaton, TRIM3, personal communication, June 14, 2023.

<sup>3</sup> 7 CFR § 273.1

<sup>4</sup> USDA Food and Nutrition Service. (n.d.). *SNAP Participation Rates by State, All Eligible People (FY2018)*. <https://www.fns.usda.gov/usamap>