

EXPEDITED (EMERGENCY) FOOD STAMPS (SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM, “SNAP”)

1. WHAT ARE EXPEDITED (EMERGENCY) FOOD STAMPS?

Expedited (emergency) food stamps are available faster than regular food stamps. If you qualify, they must be in your hand seven calendar days following the date you apply. If the seventh calendar day falls on a weekend or Monday holiday, food stamps must be available on the previous Friday.

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2. WHO CAN GET EXPEDITED (EMERGENCY) FOOD STAMPS?

You and your household must be eligible for regular food stamps and meet one of the following requirements:

- (1) Your *gross income* (income before taxes are taken out) for the month is less than \$150.00. You must have *less than \$100* in cash on hand, in checking or savings accounts, in savings certificates, or in cash payments for the month; or
- (2) Your monthly *gross income* together with your cash on hand (or in the bank) is *less than your rent or mortgage plus your utilities*; or

- (3) A member of your household is a migrant or seasonal farmworker and:
 - (a) Your household has less than \$100.00 in resources; and
 - (b) A household person was paid the month before you applied for food stamps but they are no longer being paid; or
 - (c) Someone in your household is starting a new job but will not receive more than \$25.00 within ten days from the date you apply for benefits.

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If you meet these guidelines, you can get expedited food stamps *so long as*:

- (1) You turn in a completed food stamp application.
- (2) You prove your identity with a document or with a statement from someone who knows you.
- (3) You may have to certify that you did not get food stamps from another state in the same month you apply for benefits. If you did get food stamps from another state you must agree not to use them and turn them into the Department of Human Services (DHS). (See Question 6 below.)

OAR 461-115-0690

Legal Aid Services of Oregon and Oregon Law Center

Public Benefits Hotline – 1-800-520-5292

This pamphlet is for general educational use ONLY. It is not a substitute for individual legal advice. Consult an attorney for more information or advice. Please remember the law is always changing.

www.oregonlawhelp.org

3. WHAT DO I NEED TO DO TO GET EXPEDITED (EMERGENCY) FOOD STAMPS?

- **If you are elderly or disabled**, go to a DSO (Disability Services) office or the office in your county that helps seniors and people with disabilities. Tell the person behind the counter you want to apply for **expedited** food stamps. The person should give you a **DHS Form 415F (Application for Services.)** Fill out **DHS Form 415F** right away and turn it in. Fill out the form they give you right away and turn it in. The date you file the application determines when you can get your food stamps. *Ask for a receipt to prove you turned in the form. A receipt is very important because once you meet the expedited food stamp guidelines DSO or DHS must have your food stamps to you by the seventh day.*
- **If you are not elderly or disabled**, go to a Department of Human Services (DHS) office. Tell the person behind the counter you want to apply for **expedited** food stamps. The person should give you a **DHS Form 415F (Application for Services.)** Fill out **DHS Form 415F** right away and turn it in. The date you file the application determines when you can get your food stamps. *Ask for a receipt to prove you turned in the form. A receipt is very important because once you meet the expedited food stamp guidelines DSO or DHS must have your food stamps to you by the seventh day.*
- Along with your application, include other papers that prove the information on your application. Make copies of the originals and turn in the copies (*keep the originals.*) Do not worry if you do not have proof of everything. *You can still get expedited food*

stamps if you have proof of your identity and you meet the expedited food stamps guidelines.

- Ask the person at the counter for an appointment with a food stamp worker to review your application. **Remind the person at the counter you are applying for expedited (emergency) food stamps.** *Your appointment should be for that day or within the next few days.*
- Wait at the office if you can if DSO or DHS is trying to fit you in for an appointment that day. If you cannot wait, tell the person at the counter why you cannot wait and ask the person to give you a scheduled appointment within seven days.
- If DSO or DHS does not give you an appointment within seven days, ask to speak to the Operations Manager or the District Manager. If you still do not get an appointment, request a hearing. Ask the person at the counter for **DHS Form 443 (Administrative Hearing Request.)** To find out about your hearing rights, call the Public Benefits Hotline (1-800-520-5292) or your local Legal Aid office for possible advice or representation. Go to www.oregonlawhelp.org for a directory of legal aid programs.
- After you have turned in the application, call or visit the DSO or DHS office and ask if your food stamp application is being handled as an expedited food stamp application or as a regular food stamp application. *You have the right to know, so ask.*

Remember, you must keep all appointments with your caseworker. Otherwise, the agency will not treat your application as a request for expedited food stamps.

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4. HOW MANY TIMES CAN I GET EXPEDITED FOOD STAMPS?

There is no limit to the number of times you can get expedited food stamps. However, you must provide verification of your eligibility in order to continue to receive food stamps or to receive expedited food stamps a second time.

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5. WHEN DO I NEED TO PROVIDE INCOME VERIFICATION FOR ELIGIBILITY FOR FOOD STAMPS?

DHS cannot hold up your initial application for expedited food stamps because of income verification. But, you must provide verification to continue getting food stamps. *If you apply before the 15th of the month*, you must provide all verification before the end of the same month. *If you apply after the 15th of the month*, you must provide verification before the end of the next month.

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6. WHAT HAPPENS IF I WAS RECEIVING FOOD STAMPS IN ANOTHER STATE?

You cannot get food stamps from more than one state in the same month. If you moved to Oregon before you received your food stamps from the other state your worker will verify this by contacting the other state.

You may be asked to sign a statement that you did not receive benefits from another state. You will be asked to promise to not use benefits from another state if you receive them and to tell your

caseworker if and when you receive benefits from another state. You will need to turn benefits received from another state in to your caseworker within 5 days after receiving them.

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7. WHAT IF DHS OR DSO WILL NOT GIVE ME EXPEDITED (EMERGENCY) FOOD STAMPS?

*Remember, to get expedited food stamps you must qualify for food stamps **and** meet the expedited food stamp guidelines.*

- If the food stamp office says you do not meet the guidelines for expedited food stamps and you believe you do, ask to speak with the Operations Manager or the District Manager. If you still can't get expedited food stamps, then request a hearing. Ask the person at the counter for **DHS Form 443 (Administrative Hearing Request)**. Write on the hearing request form your name, address, that you were not given expedited food stamps, and that you want an **expedited hearing**. An expedited hearing is held by telephone within 5 working days of the receipt of your request. Turn in **DHS Form 443 (Administrative Hearing Request)** at the food stamp counter. *Ask for a receipt to prove you turned in the form*

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To find out about your hearing rights, call the Public Benefits Hotline (1-800-520-5292) or your local Legal Aid office for possible advice or representation. Go to www.oregonlawhelp.org for a directory of legal aid programs.

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