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**To:** [Fraley, Philip - FNS](#); [Kennedy, Cheryl - FNS](#); [Ferguson, Kathleen R. - FNS](#); [Edwards, Maureen - FNS](#); [Anderson, Tim - FNS](#); [Mardyla-Goddard, Kari - FNS](#); [Platin, Dana - FNS](#); [Bushman, Bart - FNS](#)  
**Cc:** [Hortin, Steve - FNS](#); [Kreh, Tim - FNS](#); [Opara, Felix - FNS](#); [Nichols, Nadine - FNS](#); [Shahin, Jessica - FNS](#); [Griffin, Laura - FNS](#); [Pierce, Shelly - FNS](#); [Silbermann, Lizbeth - FNS](#); [Balbes, Maribelle - FNS](#); [Gersten-Paal, Sasha - FNS](#); [Patyk, Karen - FNS](#); [DeLaCruz Kriviski, Eliot - FNS](#); [Maloney, Wayne - RD, Washington, DC](#); [Abelev, Melissa - FNS](#); [Hardison, Brooke - FNS](#); [Garcia, Kristin - FNS](#); [Lucas, Richard - FNS](#); [Muns, Tamiaka - FNS](#); [Billger, Hans - FNS](#); [Kaup, Glenn - FNS](#); [Mouw, Traci - FNS](#); [Carrasco, Rogelio - FNS](#); [Noble, John \(David\) - FNS](#); [Swezy, Shanta - FNS](#); [Carter, Scott - FNS](#); [Koster, Patrick - FNS](#); [Shelby, Carolyn - FNS](#); [Burr, David - FNS](#); [Greenwood, Lisa - FNS](#); [Pauley, Edward - FNS](#); [Gold, Andrea - FNS](#); [Castillo, Georgina - FNS](#); [Cline, Daniel - FNS](#); [Hughes, Sarah - FNS](#)  
**Subject:** COVID-19: ND Emergency Allotments Approval  
**Date:** Wednesday, April 1, 2020 4:06:18 PM  
**Attachments:** ND Emergency Allotment Waiver.pdf  
ND EA Cover Letter.pdf

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MPRO Team,

Please consider this FNS' approval of North Dakota's attached request to issue Emergency Allotments (EA) to all ongoing SNAP households in the State of North Dakota.

This approval will allow the State to issue EA to ongoing SNAP households for March and April 2020, increasing their current monthly allotment up to the maximum monthly allotment for a household of that size. The approval is for two months and any extension beyond that timeframe would require additional FNS approval. Ongoing SNAP households that already receive the maximum monthly allotment for their household size are not eligible for EA. All EA will be delivered on ongoing SNAP households' EBT cards.

Please ask the State to confirm receipt and REPLY ALL, upon notice of the State's confirmation of receipt. We would also ask the State to alert any contacts they may have in the retailer community of the emergency issuance and its timing, so stores can stock up in preparation.

Thanks, and please let us know if you have any questions.

Andrea

Andrea Gold-O'Connor  
Director  
SNAP, Retailer and Issuance Policy  
USDA, Food and Nutrition Service  
1320 Braddock Place, Room 518  
Alexandria, VA 22314  
<https://www.fns.usda.gov/disaster/pandemic/covid-19>

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March 31, 2020

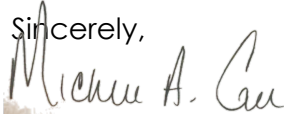
Dana Platin  
Regional Division Director  
USDA – Food & Nutrition Services  
1244 Speer Boulevard  
Denver, CO 80204

Dear Ms. Platin:

North Dakota is submitting the emergency allotment waiver to issue supplements to SNAP households for the benefit months of March and April. The anticipated issuance for the March supplements is April 10, 2020.

Please let me know if you have any questions or concerns regarding this waiver.

Sincerely,



Michele Gee  
Director of Economic Assistance

Cc: Phil Fraley  
Samantha O'Brien  
Deb Kramer  
JoAnna Lonski

**ECONOMIC ASSISTANCE DIVISION**

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## **Request to Provide Emergency Allotments (Supplements) to SNAP Households**

The contents of this document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

- 1. Type of Request:** Initial
- 2. Primary Citation:** Families First Coronavirus Response Act
- 3. State [specify]:** North Dakota
- 4. Proposed Alternative Procedures:**

The State proposes to provide an emergency allotment to address temporary food needs to households to bring all households up to the maximum benefit due to pandemic related economic conditions for up to 2 months. Contingent upon the availability of funding and ongoing need, USDA may approve additional months of emergency issuance with an extension request from the State.

These households are eligible for temporary emergency allotments because:

- There is a public health emergency declared by the Secretary of Health and Human Services and there is a State-wide emergency or disaster declaration (copy attached); and
- Due to Covid-19 [check all that apply]:
  - Residents of the State are confirmed to have contracted Covid-19
  - Some or all areas of the State are containment or quarantine zones
  - Businesses have closed or significantly reduced their hours
  - The State's residents have experienced economic impacts due to job suspensions or losses
  - The State's residents have been directed to practice social distancing

### **Issuing Emergency Allotments to Current SNAP Households:**

Supplemental emergency allotments would be issued in the following manner:

In March, 2020

- X On a single date [specify]: April 10, 2020
- Over a series of days as follows: \_\_\_\_\_
- Staggered as follows: \_\_\_\_\_
- Other [please explain]: \_\_\_\_\_

In subsequent months, emergency allotments should be provided in accordance with the State's regular issuance schedule. If a State wants to use a different schedule, explain:

North Dakota would prefer to issue supplements for April on April 20, 2020. Issuing the April supplements on a date separate from our regular issuance would avoid an undue burden on our retailers. Also, issuing April supplements on a date other than regular issuance will allow North Dakota to better track the supplements.

The State may provide the emergency allotment(s) without contacting the household. While individual notification is not required, States should notify clients consistent with SNAP requirements for mass changes, including notice that emergency allotments will be issued for up to 2 months. Should this schedule change and additional months are approved during the public health emergency, the State will provide a subsequent mass change notice at that time.

**Other Requirements:** [If applicable, STATE SHOULD ADDRESS ANY OTHER STATE-SPECIFIC NEEDS THEY MAY HAVE.]

All emergency allotments will be delivered on the household's EBT card.

The State's SNAP agency also agrees to complete the FNS-292 on a timely basis in accordance with requirements as well as all other normally recurring SNAP reporting included the FNS 46 and 388 reports, on a timely basis in accordance with requirements.

In addition, The State agency will submit weekly reports to FNS with the following information for the entire State:

- The value of EA issued.
- The average issuance amount per household.
- The number of households issued EA

**Justification for Request:** Coronavirus COVID-19, as provided by the Families First Coronavirus Response Act.

**5. Affected Caseload:**

**One month** estimates for existing SNAP households under these procedures:

- Number of households receiving emergency allotments benefits: 14,525
- Amount of emergency allotment benefits issued for one month: \$ 2,412,067
- Number of months requested (2 month limit) March and April

USDA reserves the right to withdraw or otherwise modify this approval subject to availability of funding

**6. Anticipated Implementation Date:** April 10, 2020

**7. Signature and Title of Requesting State Agency Official:**



Signature

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Michele Gee

Director of Economic Assistance

**8. Date of Request:** March 31, 2020