



Food and Nutrition Service

U.S. DEPARTMENT OF AGRICULTURE

DATE: May 29, 2024

SUBJECT: Supplemental Nutrition Assistance Program (SNAP) – Alter Procedures When Change of Address is Reported Administrative Waiver

TO: All SNAP State Agencies
All Regions

On April 2, 2024, the Department of Health and Human Services, Centers for Medicare & Medicaid Services, published the final rule [Medicaid Program; Streamlining the Medicaid, Children's Health Insurance Program, and Basic Health Program Application, Eligibility Determination, Enrollment, and Renewal Processes](#). This final rule adopts COVID-19 Public Health emergency unwinding policies requiring Medicaid State agencies to regularly obtain and act on updated address information.

In a continued effort to reduce administrative burden and simplify SNAP processes, the Food and Nutrition Service (FNS) is extending approval of the Alter Procedures When a Change of Address is Reported (Address Change) waiver beyond the unwinding period to support more effective and efficient program administration.¹ This waiver allows State agencies to adjust follow-up procedures on address changes when a household's address is updated but shelter costs are not provided.² Extending this waiver supports SNAP households in State agencies with integrated SNAP and Medicaid operations by limiting the risk of households' SNAP benefits decreasing for procedural reasons during the certification period due to an address change obtained through Medicaid.

FNS will approve this waiver for 2 years with the option for State agencies to request an extension. Please be advised that FNS reserves the right to approve this waiver with an alternate approval period in cases where the State agency demonstrates significant challenges in the successful implementation or operation of this waiver.

State agencies should contact their respective [regional office representatives](#) for assistance or with any questions.

Moira Johnston
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¹ 7 CFR 272.3(c)(1)(i)

² 7 CFR 273.12(c)(4)(i) and (iv)