

**From:** [Platin, Dana - FNS](#)  
**To:** [Janelle Harper](#)  
**Cc:** [REDACTED]; [Shannon Connell](#); [Fraleay, Philip - FNS](#); [Anderson, Tim - FNS](#); [Morrison, Star - FNS](#); [Mardyla-Goddard, Kari - FNS](#); [Wilson, Corey - FNS](#); [Imker, Chad - FNS](#); [McGinn, Patricia - FNS](#); [Jones, Elaine - FNS](#); [Brand, Gina - FNS](#); [Edwards, Maureen - FNS](#); [SM.FN.SNAP-PDD-COVID](#)  
**Subject:** Kansas Adjustment Request– Extension Approval  
**Date:** Wednesday, July 22, 2020 4:48:03 PM  
**Attachments:** [2020-05-26-Proclamation.pdf](#)  
[summary\\_hb\\_2016\\_2020special.pdf](#)

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Dear Janelle Harper,

Thank you for your email on July 22, 2020. Your request to extend the following adjustments has been approved August 1- 31, 2020.

- Initial Certification and Recertification Interviews *COV # 096*

All terms and conditions outlined within the previously approved adjustment(s) apply. Please note, the evaluation report deadline remains 45 days after the end of the adjustments. Data only needs to be provided once per adjustment, regardless of the duration of the waiver.

As noted in our previous email, FNS will approve extensions beyond August on an extremely limited basis. In order to receive an extension beyond August, a State must have an emergency order that extends into the month in which the State is requesting the adjustment and provide data that demonstrates that the adjustment continues to be warranted given the current circumstances in the State. FNS expects requests include data on substantial increases in new applications in recent months (e.g. July and August for September adjustment), sizable increases in a backlog of case actions or applications, or a significant decrease in staffing capacity due to COVID-19, among other supporting information. States are expected to reasonably adjust to changing circumstances, including caseload growth, and FNS will not approve requests where the data is merely comparable with the State agency's data from non-COVID-19 circumstances in which FNS was working with the State under a corrective action plan. These requests should also include plans to return to a new normal in a short time frame. States must submit these requests by the 10th day the month before the adjustment would take effect with a response due back from FNS to the State by the 15<sup>th</sup>. Because approvals for adjustments beyond August will be extremely limited, States should make arrangements to ensure they are able to return to their new normal by September 1, 2020.

We stand ready to provide technical assistance and answer any of your questions.

Thank you,  
Dana Platin

**Dana Platin** | SNAP Division Director | USDA Food and Nutrition Service  
Mountain Plains Region | 1244 Speer Blvd. #903 | Denver, CO 80204



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**From:** Janelle Harper [DCF] [REDACTED]  
**Sent:** Wednesday, July 22, 2020 1:04 PM  
**To:** Fraley, Philip - FNS [REDACTED]  
**Cc:** Platin, Dana - FNS [REDACTED]; Mardyla-Goddard, Kari - FNS [REDACTED];  
[REDACTED]; Imker, Chad - FNS [REDACTED]; Anderson, Tim - FNS  
[REDACTED]; Morrison, Star - FNS [REDACTED]; McGinn, Patricia - FNS  
[REDACTED]; Jones, Elaine - FNS [REDACTED]; Edwards, Maureen - FNS  
[REDACTED]; Sandra Kimmons [DCF] [REDACTED]; Shannon  
Connell [DCF] [REDACTED]; Rachel Katuin [DCF] [REDACTED]; Nancy  
Caudle [DCF] [REDACTED]; Candice Liston [DCF] [REDACTED]; Julie Waddle  
[DCF] [REDACTED]  
**Subject:** RE: State emails for waiver extension

Hi Phil,

The current Emergency Disaster Declaration for Kansas is attached. Also attached is a copy of House Bill 2016 which was signed by Governor Kelly 06/08/20 indicating the current declaration is extended through September 15, 2020.

I am available the rest of the day for a call on my cell 785-221-5483 or if you would like to set up a conference call and I can see who I can gather on the state side on such short notice.

Thanks!

*Janelle Harper*

Food Assistance Program Manager  
Kansas Department for Children and Families  
555 S. Kansas Ave. 4<sup>th</sup> floor  
Topeka, KS 66603

[REDACTED]  
[REDACTED]  
[REDACTED]

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**From:** Janelle Harper [DCF] [REDACTED]  
**Sent:** Wednesday, July 22, 2020 12:44 PM  
**To:** Fraley, Philip - FNS [REDACTED]  
**Cc:** Platin, Dana - FNS [REDACTED]; Mardyla-Goddard, Kari - FNS [REDACTED];  
[REDACTED]; Imker, Chad - FNS [REDACTED]; Anderson, Tim - FNS  
[REDACTED]; Morrison, Star - FNS [REDACTED]; McGinn, Patricia - FNS  
[REDACTED]; Jones, Elaine - FNS [REDACTED]; Edwards, Maureen - FNS

[REDACTED]; Sandra Kimmons [DCF] [REDACTED]; Shannon  
Connell [DCF] [REDACTED]; Rachel Katuin [DCF] [REDACTED]; Nancy  
Caudle [DCF] [REDACTED]; Candice Liston [DCF] [REDACTED]; Julie Waddle  
[DCF] [REDACTED]

**Subject:** RE: State emails for waiver extension

**Importance:** High

Hi Phil,

Kansas requests to use the adjustment to waive interviews at application and recertification through August, the agency was previously denied.

Please let me know if you need anymore information or have questions. Also, I will be out of the office tomorrow and Friday please include Shannon Connell and Sandra Kimmons in any correspondence while I am out.

Thank you!

*Janelle Harper*

Food Assistance Program Manager  
Kansas Department for Children and Families  
555 S. Kansas Ave. 4<sup>th</sup> floor  
Topeka, KS 66603

[REDACTED]  
[REDACTED]  
[REDACTED]

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**From:** Fraley, Philip - FNS [REDACTED]

**Sent:** Tuesday, July 21, 2020 12:05 PM

**To:** Maraccini - CDHS, Karla [REDACTED]; Chasten - CDHS, Teri

[REDACTED]; Janelle Harper [DCF] [REDACTED]; Beem, Gwendolyn J

[REDACTED]; Melissa Weyer [REDACTED]; Christie

Twardoski [REDACTED] Mayer, Alex [REDACTED] Kramer, Deborah

[REDACTED] Marianne Kerzman [REDACTED]

**Cc:** Platin, Dana - FNS [REDACTED] Mardyla-Goddard, Kari - FNS [REDACTED]

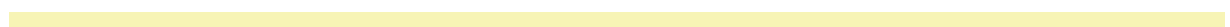
[REDACTED]; Imker, Chad - FNS [REDACTED]; Anderson, Tim - FNS

[REDACTED]; Morrison, Star - FNS [REDACTED]; McGinn, Patricia - FNS

[REDACTED]; Jones, Elaine - FNS [REDACTED]; Edwards, Maureen - FNS

[REDACTED]

**Subject:** State emails for waiver extension



**EXTERNAL:** This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Dear State Directors,

While the number of SNAP applications are starting to return to levels similar to before the onset of COVID-19, some States have shared with FNS their ongoing difficulties in handling their increased caseload sizes and reduced operational capacity. These States are struggling to maintain their responsibility for the administrative functions of operating the program responsibly. FNS strongly believes that it is of the utmost importance to ensure the program is administered appropriately so families receive the proper benefits in a timely fashion and that SNAP program integrity is consistently maintained to ensure public confidence in SNAP administration and use of taxpayer resources.

For States that are struggling, each corresponding regional office continues to provide tailored customer service. To best serve recipients, please do not hesitate to call on our team or your fellow States for best practices and solutions in this dynamic and unprecedented situation.

Based on the recent feedback from some States, combined with the recent spike in COVID-19 cases in some parts of the country, FNS is providing an additional opportunity to seek approval for adjustments to extend certification periods or eliminate the interview, including States agencies that were previously denied for July. FNS hopes that approval of these adjustments during July and August will assist the State as it transitions to its new normal in the fall. State agencies should continue to plan appropriately and make necessary systems changes to return to normal processing.

**If your State was previously denied for a July adjustment, or did not apply and is now interested, please respond to the FNS regional office within 3 business days and indicate which adjustments your State is seeking. FNS will respond to your request within 3 business days.**

In order to request an extension, your State must have an emergency order that extends into the month in which you are requesting the adjustment or waiver. For example, in order to receive an extension for the month of August, the emergency order must extend into some part of August.

Looking ahead, requests for extensions beyond August will be approved on an extremely limited basis. In order to receive an extension beyond August, a State must have an emergency order that extends into the month in which the State is requesting the adjustment and provide data that demonstrates that the adjustment continues to be warranted given the current circumstances in the State. States must submit these requests by the 10th day the month before the adjustment would take effect with a response due back from FNS to the State by the 15<sup>th</sup>.

FNS expects that requests include data on substantial increases in new applications in recent months (e.g. July and August for September adjustment), sizable increases in a backlog of case actions or applications, or a significant decrease in staffing capacity due to COVID-19, among other supporting information. States are expected to reasonably adjust to changing circumstances, including caseload growth, and FNS will not approve requests where the data is merely comparable with the State agency's data from non-COVID-19 circumstances or where FNS was working with the State under a corrective action plan unrelated to COVID-19. These requests should also include plans to return to a new normal in a reasonably short time frame. Because approvals for adjustments beyond August will be extremely limited, States should make arrangements to ensure they are able to return to

their new normal by September 1, 2020.

We stand ready to provide technical assistance and answer any of your questions. Please send requests to all on this email so we can assist going forward and let us know if you have any questions.

Philip Fraley  
Operations Branch Chief



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