



STATE OF NEW MEXICO
Human Services Department
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David R. Scrase, M.D., Cabinet Secretary
Angela Medrano, Deputy Cabinet Secretary
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Karmela Martinez, Director ISD

March 19, 2020

Dwight Crudup
Regional Director
Southwest Region US DA/FNS
110 Commerce Street, Room 5-C-30
Dallas, Texas 75242

Subject: SNAP Recertification Extension Waiver

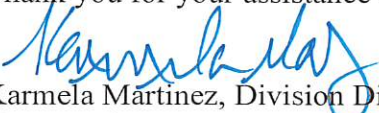
Dear Mr. Crudup:

New Mexico, like many of its surrounding states, is operating under a State of Emergency relating to the public health crisis caused by the coronavirus. There are currently over 1,300 cases in the United States. These include cases in NM with 21 Positive Tests for COVID-19. It is also expected that since testing is relatively new, the number of positive cases is set to increase exponentially. Social distancing is the primary non-hygiene related preventative measure identified to prevent the spread of this communicable disease.

This waiver will allow for a temporary, 3-month extension of certification months beyond 12 or 24 months for any households that are subject to a recertification. Additionally, any interim report forms otherwise due within the 3-month waiver period would be waived. ISD will continue to process any recertification application received by the end of the certification period and if not received by the last day of the certification due month, will be automatically extended by 3 months to ensure that case closures do not occur because of a client's inability to go into an ISD office or otherwise submit paperwork to complete recertification requirements. Interim report forms will still be issued but will not be required to be sent back prior to this 3-month period.

If additional information is needed, your staff may contact Gavino Archuleta, SNAP Program Manager, at 505-827-7244 or via e-mail at Gavino.Archuleta@state.nm.us.

Thank you for your assistance in processing this request.


Karmela Martínez, Division Director
New Mexico Human Services Department Income
Support Division

NM Demonstration Request- New Mexico

Type of request: Initial

Primary regulation citation: 7 CFR 273.10(t), 7 CFR 273.10(t)(5), 7 CFR 273.12(a)(5)(iii)(B), 7 CFR 273.14(a)

State: New Mexico

Region: Southwest

Regulatory requirements: 7 CFR 273.10(t) states households must be certified for a definite period of time, not to exceed 12 months unless the household is elderly/disabled or residing on a reservation, in which certification periods cannot exceed 24 months. Regulations at 7 CFR 273.10(t)(S) specifically indicate that SNAP certification periods may not be lengthened to exceed 12 months, unless the household contains an elderly/disabled member, in which certification periods may not exceed 24 months. 7 CFR 273.12(a)(5)(iii)(B) indicates that a periodic report form must be filed by the end of month 3 for households that are subject to a 12-month certification period, or that a periodic report must be submitted by the end of month 12 for a 24-month certification period. 7 CFR 273.14(a) forbids households participating beyond the expiration of the certification period assigned.

Description of alternative procedures: This waiver will allow for a temporary, 3-month extension of certification months beyond 12 or 24 months for any households that are subject to a recertification. Additionally, any interim report forms otherwise due within the 3-month waiver period would be waived. ISD will continue to process any recertification application received by the end of the certification period and if not received by the last day of the certification due month, will be automatically extended by 3 months to ensure that case closures do not occur because of a client's inability to go into an ISD office or otherwise submit paperwork to complete recertification requirements. Interim report forms will still be issued but will not be required to be sent back prior to this 3-month period.

Due to this 3-month extension, all cases impacted by the extended certification period will be required to complete a recertification by the end of month three as long as a recertification was due prior to or by the 3rd month. All households who are still within their original certification period but would have otherwise been required to file a interim report during the waiver period will be required to complete a periodic report by the end of month 3 and will maintain their previous certification period. If a recertification application is received by the last day of the original certification period, the case will be certified and if eligible will be certified for another 12 or 24 month certification period.

NM will maintain mandatory reporting requirements that take place in between certification periods. However, households will not be required to file an interim report or recertification application nor be subject to those additional reporting requirements during this 3- month waiver period.

Justification for request:

Pilot or demonstration projects are designed to test program changes that might increase the efficiency of the Supplemental Nutrition Assistance Program (SNAP) and improve the delivery of SNAP benefits to eligible households.

NM is experiencing unique and unprecedented circumstances with the onset of COVID-19. As of 3/16/20, in NM, 21 individuals have tested positive for COVID-19, which is over double the number of positively tested in NM on 3/13/20. Due to the rapid transmission of the virus, NM wants to ensure that individuals and families that are affected by COVID-19, through transmission or lifestyle impacts, are able to maintain their SNAP benefits without undue burden. NM wants to ensure as few barriers as possible to food access during this period of uncertainty. NM is also looking to limit the amount of individuals coming in to the local ISD offices, which could accelerate the spreading of this virus. By extending certification periods and waiving interim report requirements for 3 months, NM will ensure that fewer individuals enter service centers and risk the spread of the virus. Furthermore, by waiving the interim report and extending certification periods, NM will prioritize new applications coming into the state agency. Many businesses and agencies are closing for an unexpected period to prevent the unnecessary spread of COVID-19. This may bring about a loss of wages that may require families to apply for SNAP when they have a limited or no other source of income. In order to ensure the timeliness of a projected influx in new applications during this time of temporary unemployment, NM is requesting to temporarily waive the interim report and extend certification periods in order to direct attention to initial application processing. This waiver will also prepare NM for administrative burdens during times where NM itself may lose a portion of the workforce due to urgent childcare needs or staff illness. NM wants to ensure that they are meeting application timeliness requirements and by temporarily waiving the interim report and automatically extending certification periods out 3 months, provide active clients with SNAP benefits while focusing on determining eligibility for any newly eligible applicants.

Anticipated impact on households and State Agency operations: New Mexico believes this will improve the public health response to the spread of COVID-19. This will also reduce the number of staff and SNAP recipients potentially exposed to COVID-19, minimizing its spread as well as a possible workforce shortage in the State Agency. As a response to unexpected unemployment, it will also allow newly eligible households to apply and be certified in a timely manner to ensure benefits are provided quickly and efficiently.

Caseload information, including percent of caseload and description of population expected to be affected by this waiver: For January 2020, the NM caseload included 446,003 people in 223,228 SNAP households. Of these numbers, 17,360 were aged 60+ elderly and an additional 184,230 were children. For the month of January 2020 an average of 9,317 recertifications/PRFs were processed for the month.

Time Period for which Waiver is needed: We are requesting approval as soon as possible and will implement the 3-month certification extension as soon as approval is received.

Proposed Quality Control Review Procedures: We are requesting that Quality Control be held harmless for the extension in certification procedures and waiver of the periodic report, including reporting requirements at these two touchpoints. Quality Control will still assess for mandatory

reporting requirements during this period. However, NM is requesting that the state be held harmless for any untimely processing of changes reported as there may be a limited workforce and NM wants to focus on ensuring all newly eligible applicants receive priority and have access to food.

Signature and Title of Requesting Official:



Karmela Martinez, Director, New Mexico Department of Human Services
Email for transmission of response: Karmela.Martinez@state.nm.us

Date of Request: March 19, 2020