

RHODE ISLAND DEPARTMENT OF HUMAN SERVICES

APPLICATION FOR ASSISTANCE (DHS-2)

General Instructions for Completing this Application

You can ask for help in completing this form. You can ask for the form and notices to be translated. If you have a disability or condition that makes it hard for you to understand or answer questions on this application, we can help. Please let us know by speaking with a DHS representative or calling the DHS Information Line at 462-5300.

If you would like to apply for Medicaid affordable health care coverage, you must complete a different application.

Health care coverage is available for families with income up to 133% of the Federal Poverty Level (FPL), children and pregnant women with income up to 250% of the FPL and childless adults age 19 to 64 with income up to 133% FPL. Adults with disabilities who do not need long term services and supports or adults who do not meet criteria for a disability determination or have too much money in the bank may apply for affordable health care coverage. **You can apply for health care coverage in the following ways:**

- online at www.healthyrhode.ri.gov
- calling the HRSI Contact Center at 1-855-840-4774
- in-person, at a local DHS Office
- mailing in a paper application. Applications can be found online at www.dhs.ri.gov under “What’s New?”

Answer All Questions

If you answer all the questions on the assistance application, we can determine if you are eligible for ALL programs. The program symbols below will appear next to each of the questions on the application. These symbols tell you which questions you must answer for each program. If the symbol for the program(s) you are applying for appears next to the question, you must answer that question.



RI Works (RIW) Cash Assistance: The RIW Program gives cash assistance for a limited number of months to families in need of support, as well as those who are unable to work, or in training or looking for a job. Applicants for RIW must be responsible for the support and care of a child under age 18, or between 18 and 19 if enrolled full-time in and expected to complete secondary school prior to their 19th birthday. RIW cash assistance requires an interview with an eligibility worker and a meeting with a Social Caseworker to complete an employment plan.



Supplemental Nutrition Assistance Program (SNAP): The SNAP program helps low income households buy the food needed to stay healthy. You may be able to get SNAP benefits within 7 days if your household has little or no income, your rent or housing costs are higher than your income/resources, or if you are a seasonal or migrant farmworker. All other households will receive an eligibility determination within 30 days of the application filing date. You will need to participate in an interview over the telephone or in the office before you can be granted SNAP benefits.



Medicaid: Long Term Services and Supports: Medicaid Long Services and Supports (LTSS) are available for individuals age 65 and older and for individuals with disabilities. You must meet both the financial and functional/clinical “level of care” need to qualify for eligible LTSS. The types of services available include Nursing Home Care or Home and Community Based Services. Services include but are not limited to homemaker/CNA services, Environmental modifications, Case Management, Assisted Living, Personal care services (self-directed care), respite, minor home modifications and shared living/RIte at Home. The type of services you receive depends on your level of care needs.



Medicaid/Health Coverage for Aged, Blind and Disabled (ABD) and Working Adults with Disabilities/Sherlock Plan: To qualify for Medicaid under the ABD category, an individual or member of a couple must be age 65 years or older, blind or disabled. Your income, resources and health needs will determine if you are eligible. Individuals who receive Retirement, Survivors and Disability Insurance (RSDI) or Supplemental Security Income (SSI) based on disability meet the criteria for disability. For all others, a disability review must be completed and determination of disability must be made before eligibility for Medicaid based on disability can be established. **Medicaid for Working People with Disabilities Program/Sherlock Plan:** People eligible under this category are entitled to the full scope of Medicaid benefits, home and community-based services, and services needed to facilitate and/or maintain employment. To be found eligible for this program, a person must be at least eighteen (18) years of age, meet the Medicaid requirements for eligibility based on a disability, have proof of active, paid employment and meet the income and resources standards.



General Public Assistance (GPA) Program: GPA is available for adults age 19-64 years of age who have very limited income and resources and have an illness or medical condition that keeps them from working. Sometimes, adults who have a current pending application for Supplemental Security Income (SSI) may be determined eligible for GPA benefits. A determination for Medicaid affordable care coverage must be completed prior to a determination of eligibility under a disability. GPA applicants can apply for affordable healthcare coverage by completing the UHIP LF-1, Application for Health Care Coverage or by applying online at www.healthsourceri.com.



Child Care Assistance Program (CCAP): Child Care Assistance is only available to families with earnings up to 180% of the federal poverty level for your family size and only available to cover hours of employment or short-term training. Families may be required to pay a co-payment based on their family size, income level, and number of children. For parents that participate in the Rhode Island Works Program, there is no income limit for child care because if a family is eligible for RI Works, they already meet the income requirements for the Child Care Assistance Program (CCAP). For families not participating in the RI Works Program, eligibility for child care assistance is based on working at least 20 hours per week at or above Rhode Island's minimum wage.



Medicare Premium Payment Program (MPP): Eligibility for the Medicare Premium Payment Program (MPP) is based on income and helps adults over age 65 and disabled adults pay all or some of the costs of Medicare Part A and Part B premiums, deductibles and co-payments. Medicare Part A is hospital insurance coverage and Medicare Part B is for physician services, durable medical equipment and outpatient services.



RI SSI State Supplemental Payment Program (SSP): The State of Rhode Island supplements the Federal SSI benefit rate for eligible persons. Supplemental Security Income (SSI) is a federal program that provides monthly benefits to people who are age 65 or older, blind or disabled and who have low income and limited resources. Authorization of the monthly SSP for current SSI recipients will be completed automatically. New applicants who are eligible for the Federal SSI will be automatically authorized for the SSP when they apply at the SSA. Applicants for SSP who have been denied through SSA for excess income will need to meet the income, resource, age and/or disability standards (age 65 or older, disabled or blind). If an applicant is eligible based on income and is claiming a disability which has not been reviewed or determined by the SSA, the SSP Unit will send a referral to the Medical Assistance Review Team (MART) for a disability determination.



Katie Beckett: Katie Beckett provides Medicaid/health insurance coverage to children under age 19 who have long-term disabilities or complex medical needs. Katie Beckett enables children to be cared for at home instead of in an institution. With Katie Beckett, only the child's income and resources, not the parents', are used to determine eligibility. **If you are applying for Katie Beckett, you only need to provide information for the applicant child—you do not need to fill in information about other household members.**

This form consists of 38 questions. Except for Question 1, each is followed by a section of boxes used for filling in the required information. Respond to each question by indicating either YES or NO with a check mark in the box next to the question.

IF the answer is YES []

Supply the requested information by writing in the space available or in the yellow-boxed area beneath the question. Do not write in the blue shaded areas. You must provide the information asked for EVERY household member whether or not you are requesting assistance for her or him.

IF the answer is NO []

THE QUESTION DOES NOT APPLY TO YOU OR ANYONE IN YOUR HOUSEHOLD. With the exception of Question 38, leave the yellow box blank, and move on to the next question.

IF you need more space to answer questions

"SEE PAGE 26" if you run out of space. Turn to page 26, where there are boxes to write in additional information. Indicate in one of the boxes, which question you are referring with its number. You may also attach separate sheets of paper, if necessary.

Read pages 27-30

These pages contain important information about your Rights and Responsibilities.

About the Interview

Page 3 of the instructions has a list of "Things You May Need to Provide for Your Interview or Submit for Benefit Approval".

About the Questions

Question 1.

List yourself on the first line providing all the requested information. Then list all persons who live with you, one person per line. Indicate how each person is related to you (for example "son", "cousin", etc.) in the "Relationship" block. You must list each person who lives in your home REGARDLESS OF WHETHER OR NOT YOU ARE SEEKING ASSISTANCE FOR THAT PERSON.

Question 1a. through 13.

Complete the information in the yellow areas for each person requesting assistance. These questions follow the list of household members (Question 1.) and ask for personal information about everyone listed in Question 1. If the answer to any of these questions is YES [] complete the information asked for in the yellow shaded area. When doing so, write the names of household members exactly as they appear in Question 1.

Question 14. through 19.

These questions ask about the financial assets (such as bank accounts) of all household members. If the answer to any of these questions is YES [], complete the information asked for in the yellow shaded area. When doing so, write the name of household members exactly as they appear in Question 1.

Questions 20. through 28.

These questions ask about the income of all household members. If the answer to any of these questions is YES [], complete the information asked for in the yellow shaded area. When doing so, write the names of household members exactly as they appear in Question 1.

Questions 29. through 38.

These questions ask about shelter and miscellaneous expenses and medical coverage of all household members. If the answer to any of these questions is YES [], complete the information asked for in the yellow shaded area. When doing so, write the name of household members exactly as they appear in Question 1. If you report and provide proof of your expenses as listed in questions 29 - 38, it may help you get more benefits from SNAP. If you do not report an expense or provide proof, then we will assume that you do not want this expense to be counted. You can ask for assistance in getting documentation of the deductions and/or expenses from your DHS worker.

Appointing an Authorized Representative: If you would like to appoint an authorized representative to act on behalf of the household in applying for program benefits or using the benefits you may do so on pages 1 and/or 29.

This document should be filled out by you or an adult member of your household, or a relative, friend or authorized representative who knows the financial situation of all household members.

On the following pages list all members of your household. If you answer “Yes” to a question, your answers must be complete, clear and correct before your application will be processed. If they are not, additional information may be requested. If you do not understand a question, please call for assistance. If you need more space to report information, use page 26 titled, “**For Client Use Only**”.

ELECTRONIC BENEFIT TRANSFER (EBT) CARD

RIW cash assistance and SNAP benefits are issued through the Electronic Benefit Transfer (EBT) process. You can get your benefits by using your EBT card. You will receive more information about this process from your local office.

DOCUMENTS YOU MAY NEED TO PROVIDE FOR YOUR INTERVIEW OR SUBMIT FOR BENEFIT APPROVAL

- Birth Certificate for all household members
- Photo ID
- Passport or Certificate of Naturalization or other documentation to prove Citizenship and Identity
- Death certificate of deceased parent for any dependent child for whom you may be applying or for any deceased Medicaid applicant
- Proof of pregnancy, if pregnant
- Social Security numbers for all household members and absent parents
- If not a U.S. Citizen, proof of Immigration status
- Proof of identity (driver’s license, rent receipt, etc.)
- Life insurance policies and Burial contracts
- Proof of health and or dental insurance coverage and premium amount paid
- Veteran’s claim number
- Pay stubs, pay envelopes, earnings statement and/or proof of last date worked and last pay
- Self-employed persons: Federal tax return, bookkeeping records, or sales and expenditures records
- Proof of income from rental property
- Pensions and any other unearned income
- Award letters or proof of Social Security, SSI, UCB, TDI, Worker’s Compensation, etc.
- Bank statements for checking accounts, savings accounts, certificates of deposit, credit union accounts, or stocks and bonds
- Trust documents, complete annuity contract and promissory notes
- Deeds for any home or property
- Rent receipt/mortgage payment (including home insurance, taxes, and other shelter expenses)
- Proof of medical expenses such as: medications, hospital bills, doctor bills, or insurance premiums
- Child care receipts
- Copy of child support orders, proof of child support and/or alimony payments, divorce decree, marriage license
- Utility receipts
- Vehicle registration (s)
- Copy of Power of Attorney or guardianship
- Public Assistance/MA/SNAP closing notice from another state

SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)

Your SNAP application will be considered from the date the signed form is received. If you are found eligible for SNAP benefits, those benefits will be determined from the date your signed application is received by the agency. You will be sent a written request for any verification missing from your application. Your application will be denied if the missing verification is not received within ten (10) days of the written request

FINANCIAL ASSISTANCE (RIW) (GPA) (CCAP)(SSP)

If you are applying for RIW GPA, CCAP or SSP and are determined eligible for benefits, those benefits will be determined from the date the signed application is received.

MEDICAID

Medical benefits for adults may be provided for up to three (3) months prior to the month in which the signed application is received provided all factors of eligibility are met for each month.



**DO NOT WRITE IN
BLUE SHADED AREAS**



**WRITE IN YELLOW
SHADED AREAS ONLY**

Your DHS Office Depends On Where You Live and Which Benefits You Have Requested:

OFFICE	ADDRESS	TELEPHONE
Cranston Adult Service/Long Term Services and Supports Office Serves: Adult/LTSS for Cranston, Charlestown, Coventry, East Greenwich, Exeter, Foster, Hopkinton, Johnston, Narragansett, New Shoreham, North Kingstown, Richmond, Scituate, South Kingstown, Warwick, West Greenwich, West Warwick, Westerly	Bldg. #55, Howard Avenue, Cranston, RI 02920	462-5182 Office 462-6675 Referrals
Child Care Assistance Program (Statewide)	Providence Regional Family Center 206 Elmwood Avenue, Providence, RI 02907	415-8459
DHS Information Line (Statewide)		462-5300 (TTY) 462-3363
Disability Determination Services (Statewide)	Office of Rehabilitation Services (ORS) 40 Fountain Street., Providence, RI 02903	222-3182 (TTY) 222-1389
East Providence Adult Service/Long Term Services and Supports Office Serves: Adult/LTSS for Barrington, Central Falls, East Providence, Pawtucket, Warren	Providence Regional Family Center, 206 Elmwood Avenue, Providence, RI 02907	415-8459
Katie Beckett Unit (Statewide)	74 West Road, Hazard Bldg. Ground Level, Cranston, RI 02920	462-0760 462-0754
Newport Office/Long Term Services and Supports Office Serves: Jamestown, Little Compton, Middletown, Newport, Portsmouth, Tiverton, Warren	Newport Regional Family Center, 272 Valley Road Middletown, RI 02842	851-2100 (Toll Free) 1-800-675-9397
Office of Rehabilitation Services Vocational Rehabilitation Services (Statewide)	40 Fountain Street, Providence, RI 02903	421-7005 (Spanish Line) 272-8090 (TTY) 421-7016*
Pawtucket Office Serves: Barrington, Bristol, Central Falls, East Providence, Pawtucket, Warren GPA: North Providence	Pawtucket Regional Family Center 249 Roosevelt Avenue, Pawtucket, RI 02860	721-6600 (Toll Free) 1-800-984-8989
Providence Office Providence A/LTSS Waiver Unit Providence Nursing Home LTSS Providence LTSS- Home and Community Based Services Serves: North Providence, Providence GPA: Foster	Providence Regional Family Center, 206 Elmwood Avenue, Providence, RI 02907	415-8200 415-8455 (LTSS) 415-8524 (LTSS) 415-8521 (SNAP) (TTY) 222-7032
Services for the Blind & Visually Impaired (Statewide)	40 Fountain Street, Providence, RI 02903	222-2300 (TTY) 421-7016
South County Family Center Serves: Charlestown, Coventry, East Greenwich, Exeter, Hopkinton, Narragansett, New Shoreham, North Kingstown, Richmond, South Kingstown, West Greenwich, Westerly	South County Regional Family Center Oliver Stedman Center 4808 Tower Hill Road, Suite G1, Wakefield RI 02879	782-4300 (Toll Free) 1-800-862-0222
Veterans Home (Statewide)	480 Metacom Ave., Bristol, RI 02809	253-8000 (ext. 695) (TTY) 254-1345
Warwick Office Serves: Warwick, West Warwick GPA: Charlestown, Coventry, Cranston, East Greenwich, Exeter, Hopkinton, Jamestown, Little Compton, Middletown, Narragansett, New Shoreham, North Kingstown, Portsmouth, Richmond, South Kingstown, Tiverton, Warwick, West Warwick, Westerly	Warwick Regional Family Center 195 Buttonwoods Avenue, Warwick, RI 02886	736-1400 (Toll Free) 1-800-282-7021
Woonsocket Office/Long Term Services and Supports Office Serves: Burrville, Cumberland, Foster, Glocester, Lincoln, North Providence, North Smithfield, Smithfield, Woonsocket	450 Clinton Street, Woonsocket, RI 02895	235-6200 LTSS 235-6241 (TTY) 235-6490 (Toll Free) 1-800-510-6988

**RHODE ISLAND DEPARTMENT OF HUMAN SERVICES
APPLICATION FOR ASSISTANCE**

Do you speak English? Yes No If No, what is the primary language spoken? _____
Can you read and write in English? Yes No Do you need an Interpreter? Yes No
If you do not speak English, does any adult member of the household speak English? Yes No

- I want to apply for:**
-  CASH ASSISTANCE (RHODE ISLAND WORKS PROGRAM- RIW)
 -  SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)
 -  MEDICAID: LONG-TERM SERVICES AND SUPPORTS
 -  MEDICAID/HEALTH COVERAGE FOR AGE 65 AND OVER, BLIND OR DISABLED AND WORKING ADULTS WITH DISABILITIES (SHERLOCK PLAN)
 -  GENERAL PUBLIC ASSISTANCE (GPA)
 -  CHILD CARE ASSISTANCE PROGRAM (CCAP)
 -  MEDICARE PREMIUM PAYMENT PROGRAM (MPP)
 -  RI SSI STATE SUPPLEMENTAL PAYMENT PROGRAM (SSP)
 -  KATIE BECKETT: MEDICAID/HEALTH COVERAGE FOR CHILDREN WITH SEVERE DISABILITIES

First Name M.I. Last Name Maiden Name

Social Security # _____ - _____ - _____ Date of Birth _____ / _____ / _____

MARITAL STATUS: Single Married Divorced Other GENDER: Male Female

Residence Address _____
Street/Route Apt./Floor City State Zip

Mailing Address _____
(if different) Street/Route Apt./Floor PO Box City/Town State Zip

If you are applying for SNAP benefits, how would you like to be interviewed? Check one of the boxes:

Telephone Interview (DHS will call you) (OR) In-Office Interview

Telephone Number : Day _____ Evening _____

If you wish to authorize someone other than yourself to apply on your behalf, please indicate below:

I want _____ to apply on my behalf. _____
(Name of Individual) (Daytime Phone #) (Evening Phone #)

Is anyone who wants assistance pregnant? Yes No If Yes, Name of Person: _____ Due Date: _____

YOU MAY GET SNAP BENEFITS, IF ELIGIBLE, WITHIN 7 DAYS IF: your income, cash and money in the bank add up to less than your monthly housing expense; or your monthly income is less than \$150 and your money in the bank and liquid resources are less than \$100; or you are a migrant or seasonal farm worker.

- a. How much money do members of your household have in cash or money in the bank? \$ _____
- b. What is the total amount of income from any source (including unearned income such as Child Support, SSI, TDI, Unemployment, or SSDI, etc.) you expect your household to receive this month? \$ _____
- c. What is your current monthly rent/mortgage payment? \$ _____ Utilities? \$ _____
- d. Is anyone in your household a migrant or seasonal farm worker? Yes No

Applicant's Signature Date

****You may tear off this sheet and submit JUST the front and backside of this page with Name Address and Signature to allow us to date stamp and initiate this application. To determine ongoing benefit eligibility, you must sign and complete the remainder of this application.**

HOUSEHOLD COMPOSITION *If you are applying for SNAP, list everyone who lives in your home now, even if they do not want assistance. If you applying for any other program, only enter the information below for the applicant, his/her, spouse and any dependents. If you are applying for the Katie Beckett Program, enter the information below for the child only.*

<u>Last Name</u>	<u>First Name</u>	<u>D.O.B.</u> (mm/dd/yyyy)	<u>Relationship</u>	<u>S.S.N.</u> <i>(Only required if member is applying for benefits. If you are applying for child care only, this is needed for the child(ren))</i>	<u>U.S. Citizen?</u> Answer Yes or No <i>(Only required if member is applying for benefits. If you are applying for child care only, this is needed for the child(ren))</i>

I live in a (Check one):

- | | | |
|---|--|--|
| <input type="checkbox"/> 01 Elderly/disabled housing | <input type="checkbox"/> 06 Own home/trailer | <input type="checkbox"/> 11 Homeless: lobby, street, car |
| <input type="checkbox"/> 02 Drug/alcohol rehab center | <input type="checkbox"/> 07 Rent home/apt/trailer | <input type="checkbox"/> 12 Residential care and assisted living |
| <input type="checkbox"/> 03 Disabled/blind group home | <input type="checkbox"/> 08 Living in another's home/apt | <input type="checkbox"/> 13 Long-Term Care Facility |
| <input type="checkbox"/> 04 Battered Women's shelter | <input type="checkbox"/> 09 No permanent address | <input type="checkbox"/> 99 Other (specify) _____ |
| <input type="checkbox"/> 05 Shelter | <input type="checkbox"/> 10 Halfway house | |

Did you move to Rhode Island within the last three (3) months? Yes No If Yes, Date: _____
If Yes, what was your reason for moving here?

- (Check One) Looking for Employment R Close to Relatives W To get Cash, SNAP/Food Stamps, and/or Medical
 D Domestic Violence O Other _____ (please specify)

Which State did you move from? _____ Are you receiving assistance from another State? Yes No

Information for SNAP applicants:

You may file your application immediately as long as we have your name, address and the signature of a responsible household member or your authorized representative on this application. If you are determined eligible, benefits will be calculated from the date we receive this form in our office. We are required to verify information you provide and take action on your application within thirty (30) days of the filing date unless you are entitled to expedited service. To determine whether or not you are eligible, you must be interviewed. The application filing date for pre-release applicants is the date of release from the institution.

Under penalty of perjury, I attest that all of the information contained in this application is true. I understand that I am breaking the law if I give wrong information and can be punished under federal law, state law or both.

Signature of Applicant or Recipient	Date	Signature of Authorized Representative	Date
Signature of Spouse or other parent of child(ren)	Date	Signature of Guardian, Conservator or Holder of Power of Attorney	Date

WITHDRAWAL OF APPLICATION

FOR AGENCY USE ONLY

After participating in the screening interview, I do not wish to make an application for RIW, SNAP, Medicaid, GPA, CCAP, MPP, SSP or Katie Beckett at this time. I understand that I may apply again at any time. I understand that this application will be denied and a notice of denial will be sent to me. Please state your reason for withdrawing your application: _____

Applicant's Signature _____ Date _____

Agency Representative's Name:	Date Screened	Intake/Interview Date
Program(s):	Case ID	

1a 

Have you or has any member of your household been convicted of:

- a) a felony under federal or state law for possession, use or distribution of a controlled drug substance (felony drug conviction) after August 22, 1996? **YES** **NO**
- b) trading SNAP benefits for drugs after September 22, 1996? **YES** **NO**
- c) buying or selling SNAP benefits over \$500 after September 22, 1996? **YES** **NO**
- d) fraudulently receiving duplicate SNAP benefits in any state after September 22, 1996? **YES** **NO**
- e) trading SNAP benefits for guns, ammunitions or explosives after September 22, 1996? **YES** **NO**

Are you or any one in your household fleeing to avoid prosecution, custody, or confinement after conviction under the law of the place from which you are fleeing, for a crime or attempt to commit a crime that is a felony under the law of the place from which you are fleeing or which, in the case of New Jersey, is a high misdemeanor under the state of New Jersey or violating a condition of probation or parole imposed under a federal or state law? **YES** **NO**

Have you or anyone in your household ever been found through an Administrative Hearing process of having made, or been convicted in a Federal or State court of having made, a fraudulent statement or representation with respect to your identity or place of residence in order to receive multiple Supplemental Nutrition Assistance Program benefits simultaneously? **YES** **NO**

Have you or any member of your household been barred from participating in the SNAP/Food Stamp Program in another state? **YES** **NO**

1b  

The Rhode Island Department of Human Services (DHS) uses an Interactive Voice Response (IVR) system to make “appointment reminder calls” to remind you of a scheduled phone or office interview appointment. The reminders are for SNAP and Rhode Island Works certification and recertification appointments. Two days before your scheduled appointment, the IVR will automatically contact the number you have written on this application, unless you chose to opt out.

Check here if you would *not* like to receive information about next steps in the application process from an automated telephone system:

1c 

If you live in a household with a minor child(ren) (under eighteen), is there more than one adult parent or adult who shares parental control/rights over the child(ren)? **YES** **NO**

If you live in such a household, please designate an adult parent or an adult who has parental control of the child(ren) as the head of the household here. Name _____

1d 

Have you previously applied for, or received any type of assistance payments, benefits or SNAP/Food Stamp benefits in R.I. or in another state? **YES** **NO**

If Yes, under what name? _____ Where? _____ When? _____ Type? _____

List everyone who lives in your home now. 

(If you are applying for SNAP, list everyone who lives in your home now, even if they do not want assistance. If you are applying for any other program, enter the information below only for the applicant, his/her, spouse and any dependents. If you are applying for the Katie Beckett Program, enter the information below for the child only)

HOUSEHOLD

	Last Name	First	Initial	Relation to you	Assistance asked for <input checked="" type="checkbox"/>										Date of Birth	
					SNAP	RIW	MA LTSS	MA ABD	GPA	CCAP	MPP	SSP	Katie Beckett	None		
1																___/___/___
2																___/___/___
3																___/___/___
4																___/___/___
5																___/___/___
6																___/___/___
7																___/___/___
8																___/___/___
9																___/___/___
10																___/___/___
11																___/___/___
12																___/___/___

If there are more people in your household, please list them on page 26 marked, "for client use only".

MEMB

MEMBERS

***Race and Ethnicity**
We ask you to provide this information so we can make sure that all people are able to get the benefits they are entitled to and we are not discriminating against anyone. You do not have to provide this information. If you choose not to provide this information, it will not affect your eligibility for benefits. You may select more than one category under "race".

	Social Security # <i>(Provide this information only if the person is requesting benefits. If you are applying for child care only, this is needed for the child(ren))</i>	Gender	Marital Status <i>(check one)</i>	U.S. Citizen? <i>(Provide this information only if the person is requesting benefits. If you are applying for child care only, this is needed for the child(ren))</i>	Is this person Hispanic or Latino? *	Race* <i>(You may select more than one race)</i>
1	____/____/____	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
2	____/____/____	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
3	____/____/____	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
4	____/____/____	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
5	____/____/____	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
6	____/____/____	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
7	____/____/____	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
8	____/____/____	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
9	____/____/____ -	F <input type="checkbox"/> M <input type="checkbox"/>	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/Separated <input type="checkbox"/> Widowed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White

If there are more people in your household, please list them on page 26 marked, "for client use only".

2 Are you, your spouse, or anyone in the household a military veteran, a dependent of a veteran, or a survivor of a veteran? Yes
No



If yes, complete the boxes below about each person.

Last Name	First Name	Middle Initial	Veteran's Status		Applied for Veteran's Benefits	Date of Service	Serial Number	V.A. Claim Number
			Veteran	[]	Yes []			
			Dependent	[]	No []	___/___/___		
			Survivor	[]				
			Veteran	[]	Yes []			
			Dependent	[]	No []	___/___/___		
			Survivor	[]				
			Veteran	[]	Yes []			
			Dependent	[]	No []	___/___/___		
			Survivor	[]				

3 Were you, your spouse, or anyone in the household born outside the U.S.? Yes
No



(If you are applying for Child Care or Katie Beckett, answer this question for the applicant child only.)

**The alien status of applicant household members is subject to verification by USCIS (formerly known as INS) through the submission of information from this application to USCIS. Submitted information received from USCIS may affect your household's eligibility and level of benefits.

If yes, complete the boxes below about each person that is requesting benefits who is not a U.S. citizen. ALIE

Last Name	First Name	Middle Initial	Country of Origin	Alien Registration Number	Immigration Number
Alien Status:	[] Refugee/Granted Aylum	Date of Entry		USCIS Status Date	_____
	[] Permanent Resident	Date of Entry		Permanent Residence Date	_____
	[] Other	Date of Entry		USCIS Status Date	_____
Name of Sponsor			Sponsor's Address		
Did this individual reside in the US prior to 8/22/96?			Yes [] No []		

Last Name	First Name	Middle Initial	Country of Origin	Alien Registration Number	Immigration Number
Alien Status:	[] Refugee/Granted Asylum	Date of Entry		USCIS Status Date	_____
	[] Permanent Resident	Date of Entry		Permanent Residence Date	_____
	[] Other	Date of Entry		USCIS Status Date	_____
Name of Sponsor			Sponsor's Address		
Did this individual reside in the US prior to 8/22/96?			Yes [] No []		

4 Are you, your spouse, or anyone in the household in a group living arrangement such as the types listed below? Yes No

EXAMPLES

- | | | | |
|----------------------|--------------------------|----------------------------|--------------------------|
| Shelter for Homeless | Drug Treatment Center | Hospital | Assisted Living Facility |
| Group Home | Alcohol Treatment Center | Shelter for Battered Women | Dormitory |

If yes, complete the boxes below about each person. G R O P

Last Name	First Name	Middle Initial	Name of Facility	Type
Last Name	First Name	Middle Initial	Name of Facility	Type

5 Are you or anyone in the household who is sixteen (16) or older in high school, college, vocational school or a job-training program? Yes No



If yes, complete the boxes below about each person. S C H L

Last Name	First Name	Initial	School/Training Program	Address							
Check One	Full Time	Half Time	Less than Half Time	Date of Completion	Type	Status	Ver	Count RIW	Count SNAP	MA	GP A
[]	[]	[]	[]								
Last Name	First Name	Initial	School/Training Program	Address							
Check One	Full Time	Half Time	Less than Half Time	Date of Completion	Type	Status	Ver	Count RIW	Count SNAP	MA	GPA
[]	[]	[]	[]								

6 Besides you or your spouse, is there anyone in the household who has children under age twenty-two (22) who also lives in the household? Yes No

If yes, complete the boxes below about each person. P A R E

Parent's Last Name	First Name	Initial	Child's Last Name	First Name	Initial	Child's Last Name	First Name	Initial
--------------------	------------	---------	-------------------	------------	---------	-------------------	------------	---------

7 Is there anyone who lives with you who purchases and prepares food separately? Yes No

If yes, list the people who do not eat with you. E A T S

Last Name	First Name	Initial	Last Name	First Name	Initial	Last Name	First Name
						Initial	

8 Are you or anyone in the household pregnant?  Yes
No

If yes, complete the boxes below about the pregnant person. P R E G

Last Name	First Name	Initial	Date Baby is Due	Last Name	First Name	Initial	Date Baby is Due
			____/____/____				____/____/____

9 Are you, your spouse, or anyone in the household mentally or physically ill, incapacitated, disabled or blind? Yes
No



If yes, complete the boxes below about each person. D I S A

Last Name	First Name	Initial	Medical problem (describe)	Caused by an accident? Yes [] No []		
Is this person active with the Office of Rehabilitation Services or Services for the Blind?			Yes []	No []	Factor	Review
Has this person applied for SSI or Social Security Benefits (RSDI)?			Yes []	No []	Ver	Blind
If this person is a parent who is not working, does this person's disability make him/her unable to care for the child(ren)?			Yes []	No []		

Last Name	First Name	Initial	Medical problem (describe)	Caused by an accident? Yes [] No []		
Is this person active with the Office of Rehabilitation Services or Services for the Blind?			Yes []	No []	Factor	Review
Has this person applied for SSI or Social Security Benefits (RSDI)?			Yes []	No []	Ver	Blind
If this person is a parent who is not working, does this person's disability make him/her unable to care for the child(ren)?			Yes []	No []		

10 Are there children in the household whose parents are deceased?   Yes
No

If yes, complete the boxes below about each person. D E C P

Name of Deceased Parent:			Social Security Number	Gender	Date of Birth	Date of Death	Ver
Last Name	First Name	Initial	____/____/____	Male [] Female []	____/____/____	____/____/____	r

List the children of this deceased parent in the spaces below.

Last Name	First Name	Initial	P	Last Name	First Name	Initial	P	Last Name	First Name	Initial	P
Last Name	First Name	Initial	P	Last Name	First Name	Initial	P	Last Name	First Name	Initial	P

11

Are there child(ren) in the household who do not have both parents
(natural or adoptive) living with them? 

Yes
No

State law assumes a child born during the time a couple is married or within 10 months of a final decree of divorce to be their child. List as the non-custodial parent, the present or former spouse of children born during that time. If divorce decree or court order excludes your spouse or former spouse as father of any of the child(ren) listed in the application, you need to list the biological parent of the child(ren) and provide copies of the decree or order with this application.

If yes, complete the boxes below about each non-custodial parent and the children in this household of each non-custodial parent.

A B S P

Non-custodial Parent's Last Name	First Name	Initial	Sex M <input type="checkbox"/> F <input type="checkbox"/>	Non-custodial Parent's SSN ____/____/____	Birth Date ____/____/____
Non-custodial Parent's Address			Non-custodial Parent's Telephone Number		
Employer Name		Employer Address		Is this parent disabled and/or a veteran? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Were the parents of the child(ren) married to each other? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, date married ____/____/____		Are the parents of the child(ren) currently married to each other? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, date divorced ____/____/____		Non-custodial Parent's Marital Status Never Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unknown <input type="checkbox"/>	
Child(ren) of this parent living in this household. Child's Last Name First Initial			State of Birth	Is child support, health coverage or paternity court ordered? (If yes, list date.)	
1.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Support <input type="checkbox"/> Date _____ Health Cov <input type="checkbox"/> Date _____ Paternity <input type="checkbox"/> Date _____	
2.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Support <input type="checkbox"/> Date _____ Health Cov <input type="checkbox"/> Date _____ Paternity <input type="checkbox"/> Date _____	
3.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Support <input type="checkbox"/> Date _____ Health Cov <input type="checkbox"/> Date _____ Paternity <input type="checkbox"/> Date _____	
4.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Support <input type="checkbox"/> Date _____ Health Cov <input type="checkbox"/> Date _____ Paternity <input type="checkbox"/> Date _____	

We ask information about the non-custodial parent so that we can seek child support from him/her. If you fear that you or your child will be harmed by the non-custodial parent if you help us in this process, you may be excused from cooperating. We will refer you to a Domestic Violence Advocate who can discuss this with you and help with safety planning. Check this box if you fear harm to either you or your child if you help us collect child support.

Non-custodial Parent's Last Name	First Name	Initial	Sex M <input type="checkbox"/> F <input type="checkbox"/>	Non-custodial Parent's SSN ____/____/____	Parent's Birth Date ____/____/____
Non-custodial Parent's Address			Non-custodial Parent's Telephone Number		
Employer Name		Employer Address		Is this parent disabled and/or a veteran? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Were the parents of the child(ren) married to each other? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, date married ____/____/____		Are the parents of the child(ren) currently married to each other? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, date divorced ____/____/____		Non-custodial Parent's Marital Status Never Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unknown <input type="checkbox"/>	
Child(ren) of the parent living in this household. Child's Last Name First Initial			State of Birth	Is child support, health coverage or paternity court ordered? (If yes, list date.)	
1.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Support <input type="checkbox"/> Date _____ Health Cov <input type="checkbox"/> Date _____ Paternity <input type="checkbox"/> Date _____	
2.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Support <input type="checkbox"/> Date _____ Health Cov <input type="checkbox"/> Date _____ Paternity <input type="checkbox"/> Date _____	
3.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Support <input type="checkbox"/> Date _____ Health Cov <input type="checkbox"/> Date _____ Paternity <input type="checkbox"/> Date _____	
4.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Support <input type="checkbox"/> Date _____ Health Cov <input type="checkbox"/> Date _____ Paternity <input type="checkbox"/> Date _____	

We ask information about the non-custodial parent so that we can seek child support from him/her. If you fear that you or your child will be harmed by the non-custodial parent if you help us in this process, you may be excused from cooperating. We will refer you to a Domestic Violence Advocate who can discuss this with you and help with safety planning. Check this box if you fear harm to either you or your child if you help us collect child support.

Question 11 (continued)

Non-custodial Parent's Last Name	First Name	Initial	Sex M [] F []	Non-custodial Parent's SSN ____/____/____	Parent's Birth Date ____/____/____
Non-custodial Parent's Address			Non-custodial Parent's Telephone Number		
Employer Name		Employer Address		Is this parent disabled and/or a veteran? Yes [] No []	
Were the parents of the child(ren) married to each other? Yes [] No [] If yes, date married ____/____/____		Are the parents of the child(ren) currently married to each other? Yes [] No [] If no, date divorced ____/____/____		Non-custodial Parent's Marital Status Never Married [] Divorced [] Widowed [] Married [] Separated [] Unknown []	
Child(ren) of the parent living in this household. Child's Last Name		First	Initial	State of Birth	Is child support, health coverage or paternity court ordered? (If yes, list date.)
1.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
2.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
3.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
4.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
5.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
We ask information about the non-custodial parent so that we can seek child support from him/her. If you fear that you or your child will be harmed by the non-custodial parent if you help us in this process, you may be excused from cooperating. We will refer you to a Domestic Violence Advocate who can discuss this with you and help with safety planning. Check this box if you fear harm to either you or your child if you help us collect child support: <input type="checkbox"/>					

Non-custodial Parent's Last Name	First Name	Initial	Sex M [] F []	Non-Custodial Parent's SSN ____/____/____	Parent's Birth Date ____/____/____
Non-custodial Parent's Address			Non-custodial Parent's Telephone Number		
Employer Name		Employer Address		Is this parent disabled and/or a veteran? Yes [] No []	
Were the parents of the child(ren) married to each other? Yes [] No [] If yes, date married ____/____/____		Are the parents of the child(ren) currently married to each other? Yes [] No [] If no, date divorced ____/____/____		Non-custodial Parent's Marital Status Never Married [] Divorced [] Widowed [] Married [] Separated [] Unknown []	
Child(ren) of the parent living in this household. Child's Last Name		First	Initial	State of Birth	Is child support, health coverage or paternity court ordered? (If yes, list date.)
1.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
2.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
3.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
4.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
5.					Yes [] Support [] Date _____ No [] Health Cov [] Date _____ Paternity [] Date _____
We ask information about the non-custodial parent so that we can seek child support from him/her. If you fear that you or your child will be harmed by the non-custodial parent if you help us in this process, you may be excused from cooperating. We will refer you to a Domestic Violence Advocate who can discuss this with you and help with safety planning. Check this box if you fear harm to either you or your child if you help us collect child support: <input type="checkbox"/>					

12 Are you or any other parent in the household unemployed or working only part time?(please check one) Unemployed Part-time

Yes
No



If yes, complete the boxes below. UNEM

Last Name	First Name	Initial	Did this person receive unemployment compensation in the last 12 months?		Yes <input type="checkbox"/> No <input type="checkbox"/>	Dates Received: From _____ to _____	UC	Ver
Did this person refuse a job or training program offer in the last 30 days?					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Allow	
Has this person registered with the Department of Labor and Training (D.L.T.)?					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Ver	
List the hours and weeks worked in the past 30 days below.				List all the jobs held in the past five(5) years.				
Work Week	Date	No. of days Worked	Hours Worked	Employer's Name	Employer's Address	Dates of Employment	Amount Earned	
Week one (1)						From _____ To _____		
Week two (2)						From _____ To _____		
Week three (3)						From _____ To _____		
Week four (4)						From _____ To _____		
Week five (5)						From _____ To _____		

Last Name	First Name	Initial	Did this person receive unemployment compensation in the last 12 months?		Yes <input type="checkbox"/> No <input type="checkbox"/>	Dates Received: From _____ to _____	UC	Ver
Did this person refuse a job or training program offer in the last 30 days?					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Allow	
Has this person registered with the Department of Labor and Training (D.L.T.)?					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Ver	
List the hours and weeks worked in the past 30 days below.				List all the jobs held in the past five(5) years.				
Work Week	Date	No. of days Worked	Hours Worked	Employer's Name	Employer's Address	Dates of Employment	Amount Earned	
Week one (1)						From _____ To _____		
Week two (2)						From _____ To _____		
Week three (3)						From _____ To _____		
Week four (4)						From _____ To _____		
Week five (5)						From _____ To _____		

13 Did you or anyone in the household leave a job in the last sixty (60) days or is anyone on strike?

Yes
No

If yes, complete the boxes below. QUIT/STRK

Last Name	First Name	Initial	Reason for leaving job	Date left job/Date Strike Began _____/_____/_____
Employer's Name			Employer's Address	

Questions 14-19 b ask about resources-- money and things you own.

IF YOU ARE APPLYING FOR SNAP ONLY, DO NOT FILL OUT QUESTIONS 14-19b UNLESS OTHERWISE INSTRUCTED BY YOUR DHS WORKER DURING YOUR INTERVIEW. PLEASE CONTINUE TO QUESTION 20.

14 Do you, your spouse, or anyone in the household have any cash? Yes
No



If yes, complete the boxes below about each person with cash. CASH

Last Name	First Name	Initial	Amount	Last Name	First Name	Initial	Amount
			\$ _____				\$ _____

15 Do you, your spouse, or anyone in the household have his/her name on any accounts such as the type listed below? Yes
No



EXAMPLES:

- Checking account Credit union account Savings certificate IRA Mutual Funds
- Savings account Money market account Certificate of deposit Annuity Trust Burial Set Aside

If yes, complete the boxes below for each account. BANK

Last Name	First Name	Initial	Type of account	Account number	Amount
					\$ _____
Co-owner name Address			Financial Institution Address		

Last Name	First Name	Initial	Type of account	Account number	Amount
					\$ _____
Co-owner name Address			Financial Institution Address		

Last Name	First Name	Initial	Type of account	Account number	Amount
					\$ _____
Co-owner name Address			Financial Institution Address		

Last Name	First Name	Initial	Type of account	Account number	Amount
					\$ _____
Co-owner name Address			Financial Institution Address		

Last Name	First Name	Initial	Type of account	Account number	Amount
					\$ _____
Co-owner name Address			Financial Institution Address		

15a

Did you, your spouse, or anyone in the household receive a Social Security, Retirement, Survivors and Disability (RSDI) lump sum in the past 6 months? Yes
No



If yes, complete box below.

Last Name	First Name	Initial	Amount received \$ _____	Date received ____/____/____
-----------	------------	---------	-----------------------------	---------------------------------

16

Do you, your spouse, or anyone in the household own, and/or have registered in his/her name any vehicle such as the types listed below? Yes
No



EXAMPLES: Car Boat Truck Motorcycle
Camper Snowmobile Recreational Vehicle

If yes, complete the boxes below for each vehicle.

CARS

Owner's Last Name	First Name	Initial	Vehicle	Make	Model	Year	Blue book value \$ _____
What is the vehicle used for? (ex: work, everyday use, transportation for disabled household member)	Amount owed \$ _____		Vehicle ID Number		Registration Number		
Insurance Company							

Owner's Last Name	First Name	Initial	Vehicle	Make	Model	Year	Blue book value \$ _____
What is the vehicle used for? (ex: work, everyday use, transportation for disabled household member)	Amount owed \$ _____		Vehicle ID Number		Registration Number		
Insurance Company							

Owner's Last Name	First Name	Initial	Vehicle	Make	Model	Year	Blue book value \$ _____
What is the vehicle used for? (ex: work, everyday use, transportation for disabled household member)	Amount owed \$ _____		Vehicle ID Number		Registration Number		
Insurance Company							

17

Do you, your spouse, or anyone in the household own any items of value? Yes



No

(Include any items of value not listed in questions 14, 15 or 16)

EXAMPLES: Stocks Personal Property (antiques, collections, jewelry, etc.) Burial Contract
Bonds Life Insurance Reverse Mortgages Long-term Care Insurance

If yes, complete the boxes below. R E S O

STOCKS, BONDS, OTHER

Last Name	First Name	Initial	Type of Resource
Co-owner's Last Name	First Name	Initial	Co-owner's Address
Last Name	First Name	Initial	Type of Resource
Co-owner's Last Name	First Name	Initial	Co-owner's Address
Last Name	First Name	Initial	Type of Resource
Co-owner's Last Name	First Name	Initial	Co-owner's Address

LIFE INSURANCE/LONG-TERM CARE INSURANCE

Last Name	First Name	Initial	Company Name	Policy Number	Type
Owned By			Face Value	Cash Value	Loan Amount
Last Name	First Name	Initial	Company Name	Policy Number	Type
Owned By			Face Value	Cash Value	Loan Amount
Last Name	First Name	Initial	Company Name	Policy Number	Type
Owned By			Face Value	Cash Value	Loan Amount

BURIAL CONTRACT

Last Name	First Name	Initial	Value	Irrevocable	Effective Date ____/____/____
Funeral Home			Funeral Home Address		
Last Name	First Name	Initial	Value	Irrevocable	Effective Date ____/____/____
Funeral Home			Funeral Home Address		

18 Do you, your spouse, or anyone in the household own any interest in any property such as land, buildings, life estate, timeshare, etc? *(Unless you are applying for LTSS, do not report the home in which you live)* Yes No



If yes, complete the boxes below about each person. PROP

Owner's Last Name	First Name	Initial	Type of property (describe)	Cash Value \$ _____	Amount Owed \$ _____
How is the property owned? Solely <input type="checkbox"/> Jointly <input type="checkbox"/> Life Estate <input type="checkbox"/> Other <input type="checkbox"/>			Address of Property		
Is this property your home? Yes <input type="checkbox"/> No <input type="checkbox"/> ; The home of your spouse? Yes <input type="checkbox"/> No <input type="checkbox"/> ; Your dependents? Yes <input type="checkbox"/> No <input type="checkbox"/>					

19 Have you, your spouse, or anyone in the household given away, sold, deeded, or transferred to anyone or any entity, any items of value in the past sixty (60) months? Yes No



If you are applying for SNAP benefits only and asked to answer this question, report the items of value that were transferred within the last three (3) months.

If yes, complete the boxes below. TRAN

Last Name	First Name	Initial	Resource Transferred
Amount Transferred \$ _____	Date Transferred ____/____/____	What did you receive in return?	
Last Name	First Name	Initial	Resource Transferred
Amount Transferred \$ _____	Date Transferred ____/____/____	What did you receive in return?	
Last Name	First Name	Initial	Resource Transferred
Amount Transferred \$ _____	Date Transferred ____/____/____	What did you receive in return?	

19a Are you named as a beneficiary (primary, secondary, etc.) on any trust? Yes No



If yes, you must provide copies of the trust even if you are not currently receiving any payments from the trust.

Principal amount and date established \$ _____ Date ____/____/____	Amount of payments to you \$ _____	Frequency of payments to you
---	---------------------------------------	------------------------------

19b Have you, your spouse, or anyone acting on your behalf (including a court) established a trust or put any money or other resource into a trust within the last sixty (60) months? Yes No



Has any property come out of a trust within the last sixty (60) months? Yes No



If yes, you must provide copies of the trust and describe all such transactions into or out of the trust.

Established by	Date established ____/____/____	Amount \$ _____
----------------	------------------------------------	--------------------

20

Do you or anyone in the household have or expect income from a job this month? 

Yes
No

Note: If you are self-employed, you will be asked to provide that information in question 25.

EXAMPLES Salaries/Wages Commissions National Guard Army Reserve
Work Study Job Training Sheltered Workshop US Military

If yes, complete the boxes below about each person. JINC

Last Name	First Name	Initial	Employer Name and Address		
Date Job Began/Will Begin ____/____/____		Type of Work		Day of Week Paid	
How Often Paid: <input type="checkbox"/> Weekly <input type="checkbox"/> Every two weeks <input type="checkbox"/> Twice a month <input type="checkbox"/> Monthly <input type="checkbox"/> Other _____					
List the gross amount paid on each pay day this month.					
Pay Day	Date Paid	Pay period end date	Hours worked per pay period	Gross wages before taxes	Tips/Commissions
1 st	____/____/____	____/____/____		\$	\$
2 nd	____/____/____	____/____/____		\$	\$
3 rd	____/____/____	____/____/____		\$	\$
4 th	____/____/____	____/____/____		\$	\$
Did you receive earned income tax credit in your paycheck? <input type="checkbox"/> Yes <input type="checkbox"/> No			Is this job part of a work study program? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Is this an On the Job training program? <input type="checkbox"/> Yes <input type="checkbox"/> No			Will this income be received in the following month? <input type="checkbox"/> Yes <input type="checkbox"/> No		
List the number of hours you expect to be paid for next month:					
Number of Hours: _____ Expected Gross Earnings: \$ _____ Tips/Commissions: \$ _____					

Work/School/Training Schedule (Child Care only) 

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
If your schedule varies, please explain how (you may send additional documentation to verify).		

Question 20 (Continued)



Last Name	First Name	Initial	Employer Name and Address		
Date Job Began/Will Begin ____/____/____	Type of Work		Day of Week Paid		
How Often Paid: <input type="checkbox"/> Weekly <input type="checkbox"/> Every two weeks <input type="checkbox"/> Twice a month <input type="checkbox"/> Monthly <input type="checkbox"/> Other _____					
List the gross amount paid on each pay day this month.					
Pay Day	Date Paid	Pay period end date	Hours worked per pay period	Gross wages before taxes	Tips/Commissions
1 st	____/____/____	____/____/____		\$ _____	\$ _____
2 nd	____/____/____	____/____/____		\$ _____	\$ _____
3 rd	____/____/____	____/____/____		\$ _____	\$ _____
4 th	____/____/____	____/____/____		\$ _____	\$ _____
Did you receive earned income tax credit in your paycheck? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Is this an On the Job training program? <input type="checkbox"/> Yes <input type="checkbox"/> No			Is this job part of a work study program? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Will this income be received in the following month? <input type="checkbox"/> Yes <input type="checkbox"/> No					
List the number of hours you expect to be paid for next month:					
Number of Hours: _____ Expected Gross Earnings: \$ _____ Tips/Commissions: \$ _____					

Work/School/Training Schedule (Child Care only)

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
If your schedule varies, please explain how (you may send additional documentation to verify).		

22

Do you, your spouse, or anyone in the household receive income from rent? 

Yes
No

If yes, complete the boxes below about the person who receives the rent.

RINC

Last Name		First Name		Initial	Total Number of Units	
Does the person listed above live here? <input type="checkbox"/> Yes <input type="checkbox"/> No				Hours worked per week maintaining property: _____		
Total rent received \$ _____ How often? _____				Will the income be received in the following months? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Rental Expense		How Often?		Rental Expense		How Often?
Mortgage	\$ _____			Water	\$ _____	
Taxes	\$ _____			Sewage	\$ _____	
				Garbage	\$ _____	
				Gas	\$ _____	
				Electric	\$ _____	
				Oil	\$ _____	
				Repairs	\$ _____	
				Other	\$ _____	

23

Do you, your spouse, or anyone in the household have income from taking care of children in your home? 

Yes
No

If yes, complete the boxes below about the person taking care of children. Attach documentation of child care-related business expenses.

DCIN

Last Name	First Name	Initial	Total Amount Received per week \$ _____	Number of weeks worked	Hours worked per week
Will this income be received in the following months? Yes [] No []					Number of Children Cared For

24

Do you, your spouse, or anyone in the household receive payment from roomers or boarders? 

Yes
No

If yes, complete the boxes below. Attach documentation if you wish to claim actual expenses.

RBIN

Name of person receiving payment		Initial		Number of hours worked per week		
Last Name		First Name		Will this income be received in the following months? Yes [] No []		
Names of Roomer/Boarders		Amount Received/How Often		Includes		Date Received
		\$ _____ per _____		Room only	[]	_____/_____/____
				Board (1-2 meals)	[]	
				Board (3 meals)	[]	
		\$ _____ per _____		Room only	[]	_____/_____/____
				Board (1-2 meals)	[]	
				Board (3 meals)	[]	
		\$ _____ per _____		Room only	[]	_____/_____/____
				Board (1-2 meals)	[]	
				Board (3 meals)	[]	

25

Do you, your spouse, or anyone in the household receive income from self-employment?  Yes
No

EXAMPLES Farming Fishing Out-of-home day care Door-to-door sales Home Sales

If yes, complete the boxes below about each person. **BUSI**

Last Name	First Name	Initial	Gross Income/How Often \$ _____ per _____	Expenses \$ _____	Average number of hours worked per week
Type of Business	Name of Business		Will this income be received in the following months? Yes [] No []		

Please complete the following information about the days and hours spent working at a self-owned business (Child Care only) 

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

If your schedule varies, please explain how (you may send additional documentation to verify).



Last Name	First Name	Initial	Gross Income/How Often \$ _____ per _____	Expenses \$ _____	Average number of hours worked per week
Type of Business	Name of Business		Will this income be received in the following months? Yes [] No []		

Please complete the following information about the days and hours spent working at a self-owned business (Child Care only) 

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

If your schedule varies, please explain how (you may send additional documentation to verify).

26

Are you under 20 and do not have a high school diploma or GED? 

Yes

No

27

Do you, your spouse, or anyone in the household receive a student grant, scholarship, educational loan or VA educational benefits?        

Yes

No

If yes, complete the boxes below using separate lines for each source. Please bring verification for all tuition and fees.

STIN

Last Name	First Name	Initial	Amount received \$ _____	Period covered by grant/loan From _____ to _____	Date received ____/____/____
Type of Grant/Loan		Date of last payment ____/____/____	Will this income be received in the following months? Yes [] No []		

28

Do you, or your spouse, or anyone in the household receive or expect to receive, income such as the type below?         

Yes

No

EXAMPLES:

- | | | | |
|---------------------------------|-------------------------------------|---------------------------|---------------------------|
| Adoption Subsidy | Gifts, Prizes, Inheritance, Lottery | Railroad Retirement | Unemployment Compensation |
| Alien Sponsorship | In-kind Shelter | Retirement Pensions | VA Aid and Attendance |
| Annuities | Other in-kind | Section 8 Utility Payment | VA Basic Benefits |
| Alimony | Income Tax Refund | Social Security (RSDI) | VA Compensation |
| Child Support | Insurance and Lawsuit Claim | SSI | VA Improved Pension |
| Dividends, Interest | Strike Benefits | Workers' Compensation | IRA Distributions |
| Earned Income Tax Credit Refund | Military Allotment | TDI | Promissory Note |
| Foster Care | Out of State Assistance | Trust Funds | |

If yes, complete the boxes below for each type of income that person receives.

UNEA

Last Name	First Name	Initial	Amount/How Often \$ _____ per _____	Date Income Received ____/____/____
Claim Number (if applicable)	Type of Income		Will this income be received in the following months? Yes [] No []	

Last Name	First Name	Initial	Amount/How Often \$ _____ per _____	Date Income Received ____/____/____
Claim Number (if applicable)	Type of Income		Will this income be received in the following months? Yes [] No []	

Last Name	First Name	Initial	Amount/How Often \$ _____ per _____	Date Income Received ____/____/____
Claim Number (if applicable)	Type of Income		Will this income be received in the following months? Yes [] No []	

Last Name	First Name	Initial	Amount/How Often \$ _____ per _____	Date Income Received ____/____/____
Claim Number (if applicable)	Type of Income		Will this income be received in the following months? Yes [] No []	

If anyone in the household expects income in the future, fill in the box below for that person.

Last Name	First Name	Initial	Type of income Expected	Expected Date income will be received ____/____/____
-----------	------------	---------	-------------------------	---

28a

After April 1977, did you ever get an SSI check Yes
 at the same time that you got social security, or did you get SSI in No
 the month just before social security started? 

If yes, complete the box below.

Last Name	First Name	Initial	Year Received
-----------	------------	---------	---------------

**(If you report and provide proof of your expenses you list in 29 -38, it can help you get more benefits from SNAP. If you do not report an expense or provide proof, then we will assume that you do not want this expense to be counted.)*

29

Do you, your spouse, or anyone in the household Yes
 pay for someone to care for children, elderly, or disabled adults due No
 to work, training, looking for work or schooling?  

If yes, complete the boxes below about each person who paid for daycare.

DCEX

Name of person paying for care	Day Care is needed because s/he is: Working [] In school/ training [] Looking for work []		Is this cost subsidized Yes [] No []	If yes, amount of subsidy? \$ _____ per _____
Name of person in care	Adult/Child Adult [] Child []	Amount of out-of-pocket Payment or co-payment \$ _____ per _____	Will this cost continue? Yes [] No []	
Name of Day/Adult Care Provider		Address of Provider		

Name of person paying for care	Day Care is needed because s/he is: Working [] In school/ training [] Looking for work []		Is this cost subsidized Yes [] No []	If yes, amount of subsidy? \$ _____ per _____
Name of person in care	Adult/Child Adult [] Child []	Amount of out-of-pocket Payment or co-payment \$ _____ per _____	Will this cost continue? Yes [] No []	
Name of Day/Adult Care Provider		Address of Provider		

30

Do you, your spouse, or anyone in the household pay child Yes
 support, alimony, or claim as a tax dependent any persons not No
 living in this household? 

If yes, complete the boxes below about each person who pays child support, alimony, or claims someone as a tax dependent.

SUPP

Last Name	First Name	Initial	Who is the person claiming?	Type of claim made: Child Support [] Alimony [] Other tax dependent []	Amount Paid \$ _____ How Often? _____
Last Name	First Name	Initial	Who is the person claiming?	Type of claim made: Child Support [] Alimony [] Other tax dependent []	Amount Paid \$ _____ How Often? _____

31 Do you, your spouse, or anyone in the household, or anyone outside the household, pay rent, or a share of the rent, for the apartment, house, mobile home, or shelter where you live? **TP** Yes
No

If yes, complete the boxes below about each person who pays rent. RENT

Last Name Initial	First Name	Total Rent amount/how often \$ _____ per _____	Amount paid by you \$ _____	Included in Rent Heat [] Utilities []
Is the rent subsidized? (i.e., Section 8)? Yes [] No []		If yes, the amount of the subsidy is \$ _____ per _____	Does anyone share the cost of the rent? Yes [] No []	
Landlord's Name		Landlord's Address		
Landlord's Telephone Number				
		If yes Name _____ Amount \$ _____		

32 Do you, your spouse, or anyone in the household pay all or a share of a mortgage payment, property taxes, insurance, or other costs of the house, condo, or mobile home where you live? **TP** Yes
No

If yes, complete the boxes below about each person who pays a homeowner cost. HOME

Last Name	First Name	Initial	Homeowner Expenses/How Often	Mortgage Holder & Address
			First Mortgage Principal \$ _____ per _____ Interest \$ _____ per _____ Includes Taxes [] Insurance []	Does anyone share the cost of this expense? Yes [] No []
			Second Mortgage Principal \$ _____ per _____ Interest \$ _____ per _____ Includes Taxes [] Insurance []	If yes, name the person sharing the expense:
			Taxes \$ _____ per _____ (if not included in the mortgage)	What is the amount paid by this person? \$ _____
			Insurance \$ _____ per _____	
			Lot Rental \$ _____ per _____	
			Other \$ _____ per _____	

33 Did you get a LIHEAP (Low Income Home Energy Assistance Program) Grant at your current address in the last twelve (12) months. **TP** Yes
No

33a Do you, your spouse, or anyone in the household pay all, or a share Yes
of, the fuel or utilities?   No

If yes, complete the boxes below about each person who pays a utility cost. UTIL

Last Name	First Name	Initial	Utility	Amount Paid/How Often	Used to Heat/Cool
			Oil	\$_____per_____	Heat [] Cool []
			Gas	\$_____per_____	Heat [] Cool []
			Wood or Coal	\$_____per_____	Heat [] Cool []
			Electric	\$_____per_____	Heat [] Cool []
			Telephone	\$_____per_____	
			Water	\$_____per_____	
			Sewer	\$_____per_____	
			Rubbish Removal	\$_____per_____	
			Other	\$_____per_____	

Does anyone share the heating or cooling costs in your home? Yes [] No []

If yes, name of the person(s) sharing the heating or cooling costs _____

What is the amount of the heating/cooling costs this person pays? \$ _____

34 Do you, your spouse, or anyone in the household pay for room Yes
and/or board?  No

If yes, complete the boxes below about each person who pays room and/or board. R B E X

Last Name	First Name	Initial	Amount Paid/How Often	What does the room/board cover?
			\$_____per_____	Room only [] Board(1-2 meals) [] Board(3meals) []

35 Is there anyone in the household who is age sixty (60) or older Yes
or disabled, who incurs any medical expenses not covered by health No
insurance? 

EXAMPLES: Health insurance premiums Hearing aids Dental care Prescription Drugs
Medicare premiums Eyeglasses Transportation to medical treatment or services

If yes, complete the boxes below about each person who has medical expenses. F M E D

Last Name	First Name	Initial	Type of medical expense	Amount Incurred \$_____	When do you expect this to end?
				How Often? _____	
Last Name	First Name	Initial	Type of medical expense	Amount Incurred \$_____	When do you expect this to end?
				How Often? _____	
Last Name	First Name	Initial	Type of medical expense	Amount Incurred \$_____	When do you expect this to end?
				How Often? _____	

36 Are you, your spouse, or anyone in the household covered by Yes
Medicare?     No

If yes, complete the boxes below about each person. M E D I

Last Name	First Name	Initial	Medicare Claim Number		MPP	QDWI
			- - - - -			
Part A begin date (month/day/year)			Part A Premium \$	Who pays this expense?	P A Y O R	
Part B begin date (month/day/year)			Part B Premium \$	Who pays this expense?	PAYOR	BUY IN

37

Is there a child or adult applying for Medicaid covered by a health insurance, Long-Term Care insurance, dental insurance program or HMO other than Medicare, Medicaid, RItCare or RItShare?    

Yes
No

EXAMPLES: BlueCross/Blue Shield
BlueChip

United HealthCare of New England
Neighborhood Health Plan of RI

Delta Dental
BCBS Dental

If yes, complete the boxes below. INSU

Policy Holder's name Last Name First Name Initial			Health and/ or Dental Insurance Name	Type of Coverage	Family [] Individual []	If premium paid by you Amount/How Often \$ _____ per _____		
Policy Number	Group Number	Is insurance provided by employer? Yes [] No []		If yes, name of employer providing insurance:		Code	Type	Req
Please list below person(s) covered by this policy.								
Last Name	First Name	Initial	Relation	Individual's Policy Number	Begin Date	End Date		

Policy Holder's name Last Name First Name Initial			Health and/ or Dental Insurance Name	Type of Coverage	Family [] Individual []	If premium paid by you Amount/How Often \$ _____ per _____		
Policy Number	Group Number	Is insurance provided by employer? Yes [] No []		If yes, name of employer providing insurance:		Code	Type	Req
Please list below person(s) covered by this policy.								
Last Name	First Name	Initial	Relation	Individual's Policy Number	Begin Date	End Date		

38

Do you, your spouse, or anyone in the household have any unpaid medical bills?  

Yes
No

Yes

If yes, did you have any medical coverage when the bills were incurred? No

If you have any unpaid medical bills, complete the boxes below about each person who received medical treatment. MEDX

Last Name	First Name	Initial	Date of Service	Who do you owe?	Amount Owed
					\$ _____
					\$ _____
					\$ _____

FOR APPLICANT/RECIPIENT USE ONLY

Use this page to add information about questions 1 through 38. Be sure to include the question number.

Question # _____ Page # _____

RIGHTS AND RESPONSIBILITIES

Of Applicants/Recipients of RI Works Program (RIW), Supplemental Nutrition Assistance Program (SNAP), Medicaid, Medicare Premium Payment Program (MPP), Child Care Assistance, General Public Assistance (GPA), RI SSI State Supplemental Payment Program (SSP), and Katie Beckett

RIGHTS

You have a RIGHT to request, and if found eligible, to receive Financial or Medicaid or Supplemental Nutrition Assistance Program benefits based on policies and standards established under State laws.

You have a RIGHT to appeal and to receive a Hearing before a Hearing Officer of the Department if you are dissatisfied with any Department decision, or if the Department delays in making a decision. If you request a Hearing, your appeal will be heard promptly. You may be represented by a lawyer or any other person you select to appear on your behalf. If you are not satisfied with any Department decision regarding your application, you have a right to request a hearing. You must request a hearing within ninety (90) days from the date you receive a written notice for Supplemental Nutrition Assistance Program benefits, thirty (30) days from the date you receive a written notice for RIW, Child Care, and Medicaid, and (10) days from the date you receive a written notice for GPA.

You have a RIGHT to non-discriminatory treatment. The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation or because all or a part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department (Not all prohibited bases will apply to all programs and/or employment activities). If you wish to file a complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at the U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (Spanish).

For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in Spanish, or call the State Information/Hotline Numbers found online at http://www.fns.usda.gov/snap/contact_info/hotlines.htm. USDA is an equal opportunity provider and employer.

In accordance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), and Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), the Food and Nutrition Act of 2008 (formerly the Food Stamp Act), the Age Discrimination Act of 1975, the U.S. Department of Health and Human Services implementing regulations (45 C.F.R. Parts 80 and 84) and the U.S. Department of Education implementing regulations (34 C.F.R. Parts 104 and 106), and the U.S. Department of Agriculture, Food and Nutrition Services (7 C.F.R. 272.6); the Rhode Island Department of Human Services (DHS), does not discriminate on the basis of race, color, national origin, disability, religion, political beliefs, age, religion or gender in acceptance for or provision of services, employment or treatment, in its education and other program activities. Under other provisions of applicable law, DHS does not discriminate on the basis of sexual orientation, gender identity or expression. For further information about these laws, regulations and DHS' discrimination complaint procedures for resolution of complaints of discrimination, contact DHS at 57 Howard Avenue, Cranston, Rhode Island 02920, telephone number 462-2130 (for deaf/hearing impaired 462-6239 or 711). The Community Relations Liaison Officer is the coordinator for implementation of Title VI, the Office of Rehabilitation Services (ORS) Administrator or his/her designee is the coordinator for implementation of the Title IX, Section 504, and ADA. The Director of DHS or his/her designee has the overall responsibility for DHS' civil rights compliance.

You have a RIGHT to confidentiality. The Department uses information about you and other members of your household only for purposes directly related to the administration of the programs and in compliance of the Health Insurance Portability and Accountability Act (HIPAA) Standards for Privacy of Individually Identifiable Health Information.

DHS has my consent to use or disclose protected health information for the purposes of treatment, payment and health care operations in accordance with DHS notice of privacy practices.

The Department does not release information about you or other members of your household without your consent except as provided in Rhode Island General Laws 40-6-12 and 40-6-12.1, and regulations set forth in the DHS and SNAP Policy Manuals. Any person found guilty of violating the provisions of Rhode Island General Laws 40-6-12 shall be deemed guilty of a misdemeanor. Violators are subject to a maximum fine of two hundred dollars (\$200), or imprisonment of up to six (6) months, or both.

You have a RIGHT to file a joint application for more than one program or file a separate application for SNAP benefits without applying for other program benefits. All SNAP applications, regardless of whether they are joint applications or separate applications, must be processed for SNAP purposes in accordance with SNAP procedural, timeliness, notice, and fair hearing requirements. No household shall have its SNAP denied solely on the basis that its application to participate in another program has been denied or its benefits under another program have been terminated without a separate determination by the Department that the household failed to satisfy a SNAP eligibility requirement. Households that file a joint application for SNAP and another program and are denied benefits

for the other program shall not be required to resubmit the joint application or to file another application for SNAP, but shall have its SNAP eligibility determined based on the joint application in accordance with the SNAP processing time frames from the date the joint application was initially accepted by the Department.

RESPONSIBILITIES

You have a RESPONSIBILITY to supply the Department with accurate information about your income, resources and living arrangements.

You have a RESPONSIBILITY to tell us immediately (within ten (10) days) of any changes in your income, resources, family composition, or any other changes that affect your household. For RIW Cash you must tell us immediately (within five (5) days) when a child leaves your household for any reason. For SNAP, if you are a simplified reporter, you must report changes in income which bring the household's gross income in excess of the applicable SNAP Gross Income Eligibility Standard for your household size. If you are unsure about your reporting requirements, contact your DHS worker.

You have a RESPONSIBILITY to provide Social Security numbers (or proof that you have applied for one) for yourself and your household, or to apply, if you are required to, for them as a condition of eligibility. The collection of information on the application, as well as the Social Security numbers of all members of your household for whom you receive assistance, is authorized under the Food and Nutrition Act of 2008 (formerly the Food Stamp Act), as amended, 7 U.S.C. 2011-2036. This information will be used to determine whether your household is eligible or continues to be eligible to participate in SNAP, MA, RIW, GPA and/or CCAP. The Department will verify this information through computer matching with the Department of Labor and Training, the Social Security Administration, the Internal Revenue Service, the Food and Nutrition Service, and other governmental and non-governmental entities authorized by law, regulation or contract, and they will be subject to verification by Federal, State, and local officials. The income and eligibility information obtained from these agencies will be used to make sure your household is eligible for and receiving the correct amount of SNAP benefits, GPA, Child Care, RIW, and/or Medicaid. This information will also be used to monitor compliance with program regulations and for program management. This information may be disclosed to other Federal and State agencies for official examination, and to law enforcement officials for the purpose of apprehending persons fleeing to avoid the law. If a claim arises against your household, the information on this application, including all SSNs, may be referred to Federal and State agencies as well as private claims collection agencies for claims collection action. Providing the requested information is voluntary. However, failure to provide a SSN will result in the denial of benefits to each individual failing to provide a SSN. Any SSNs provided will be used and disclosed in the same manner as SSNs of eligible household members.

You have a RESPONSIBILITY to report and provide proof of your expenses shown in questions 29 through 38 in order to get the maximum amount of SNAP benefits allowed. Failure to report or provide proof of your expenses will be regarded as your statement that you do not want to receive a deduction for the unreported or unproven expense.

You have a RESPONSIBILITY to cooperate fully with State and Federal personnel conducting quality control reviews.

Only U.S. citizens and certain legal immigrants may be eligible for SNAP benefits. If there are non-citizens living with you who are not eligible, you may still apply for and receive benefits for other eligible household members. You are not required to provide immigration information for people not applying for benefits, but you may need to provide other information for those people, such as, income and resources.

RIW Restrictions on Use of EBT Cash Benefits and Penalties: Pursuant to Section 4004 of Public Law 112-96, it is prohibited for a TANF recipient to use their TANF cash assistance benefits received under RI Works, Rhode Island General Laws 40-5.2 et seq., in any electronic benefit transfer transaction (EBT) in:

- any liquor store; or
- any casino, gambling casino, or gaming establishment; or
- any retail establishment which provides adult-oriented entertainment in which performers disrobe or perform in an unclothed state for entertainment.

Any person receiving cash assistance through the RI Works Program who uses an EBT card in violation of the above standards shall be subject to the following penalties:

- For the first violation, the household will be sent a warning that a prohibited transaction occurred;
- For the second violation, the household will be charged a penalty in the amount of the EBT transaction that occurred at the prohibited location;
- For the third and all subsequent violations, the household will be charged a penalty in the amount of the EBT transaction that occurred at the prohibited location AND for the month following the month of infraction, the amount of cash assistance to which an otherwise eligible recipient family is entitled shall be reduced by the portion of the family's benefit attributable to any parent who utilized the EBT card in a restricted location. For a family size of two (2), the benefit reduction due to noncompliance with use of EBT at a restricted location shall be computed utilizing a family size of three (3), in which the parent's portion equals one hundred five dollars (\$105).

RIW/SNAP EBT Card Replacement Provisions:

Cardholders who request four (4) or more replacement EBT cards within a twelve (12) month period may be referred to the Fraud Unit for investigation of misuse or abuse of the EBT card. Documented violations may result in one or more of the following actions:

- Disqualification from the program;
- Recovery through recoupment/restitution; and/or
- Referral for criminal prosecution

In all cases, the agency shall act to protect households containing homeless persons, elderly or disabled members, victims of crimes, and other vulnerable persons who may lose electronic benefits transfer cards but are not committing fraud.

RI WORKS PROGRAM, MEDICAID, CHILD CARE ASSISTANCE AND GENERAL PUBLIC ASSISTANCE.

I understand that pursuant to Rhode Island General Law, Sections 40-6-9, 40-6-10, or 40-8-15, without the necessity of signing any document:

a.) Regarding Child Support and Establishment of Paternity

I have assigned any and all rights that I may have for and on behalf of myself, and for and on behalf of my child or children, to the Department of Human Services (DHS), against any person failing to provide for support, maintenance, and medical care for myself and my minor child or children for whom assistance is paid by the DHS. The DHS is authorized to perform the act of instituting suit to establish paternity and/or to collect support for myself or my child or children who receive or received assistance from the DHS.

b.) Regarding Amounts Recoverable from a Third Party

I have assigned any and all rights to the DHS, for and on behalf of myself and any person for whom I may legally act, for amounts recoverable from a third party equal to the amount of financial assistance and Medicaid provided as a result of accident, injury, or illness.

c.) Regarding Amounts Recoverable from Workers' Compensation

The Department of Human Services may place a lien upon any pending award, order, or settlement, which I may be entitled to under the provisions of the Rhode Island Workers Compensation Act, Chapters 28-29 through 28-38 of the Rhode Island General Laws. The purpose of the lien is to secure reimbursement to the Department for financial and Medicaid payments made to me or on my behalf for the period of time for which my workers' compensation award, order, or settlement is made.

d.) Regarding Lien on Deceased Recipient's Estate for Medicaid Reimbursement

The DHS may place a lien upon the estate of a Medicaid recipient who was fifty-five (55) years of age or older at the time of death. R.I.G.L. 40-8-15 provides that the total sum of Medicaid paid on behalf of a Medicaid recipient who was fifty-five (55) years of age or older at the time of receipt of such assistance shall be a debt to the state and shall constitute a lien upon the estate of the recipient in favor of the DHS. However, the lien shall not be effective and shall not apply to the estate of a recipient who is survived by a spouse, or a child who is under the age of twenty-one (21) or a child who is blind or permanently and totally disabled as defined in Title XVI (SSI) of the Social Security Act.

I understand that as a condition of receiving RIW benefits, all persons from whom I am requesting RIW, unless exempt by law, are required to comply with the RIW Program requirements.

I understand that this application will serve as authorization to the Department of Human Services to obtain from Medical providers information that is pertinent to me or any person included in this application for as long as the case remains open.

I understand and agree that the DHS office may contact other persons or organizations to obtain the necessary proof of my eligibility and level of benefits.

II. AUTHORIZED REPRESENTATIVE

You have a RIGHT to name an authorized representative. An authorized representative is a person designated by the head of the household or the spouse, or any other responsible member of the household, to act on behalf of the household in applying for program benefits, or using the benefits. The authorized representative for benefits may or may not be the same individual designated as an authorized representative for the application process or for meeting reporting requirements. The authorized representative designation must be made in writing.

You can authorize someone outside your home 1) to get your SNAP benefits for you and/or 2) to use them to buy food for you. If you would like to authorize such representative(s), write the person's name below.

Last Name First Name Middle Initial

Address City Zip Telephone Number

III. SNAP PENALTY WARNINGS

I understand that:

1. Any member of my household who intentionally breaks a SNAP rule will be barred from the SNAP from one year to permanently, fined up to \$250,000, imprisoned up to 20 years or both. S/he may also be subject to prosecution under other applicable Federal and State laws. S/he may also be barred from the SNAP for an additional 18 months if court ordered. Any member of my household who intentionally breaks a SNAP rule can be barred from the Supplemental Nutrition Assistance Program:

- *For a period of one (1) year for the first violation, with the exceptions in numbers 2. and 3. below;
- *For a period of two (2) years after the second violation, with the exception in number 3. below; and,
- *Permanently for the third occasion of any intentional program violation.

2. Individuals found by a Federal, State, or local court to have used or received SNAP benefits in a transaction involving the sale of firearms, ammunitions or explosives shall be permanently ineligible for the Supplemental Nutrition Assistance Program upon the first occasion of such violation.

3. Individuals found to have made a fraudulent statement or representation with respect to the identity or place of residence of the individual in order to receive multiple SNAP benefits simultaneously shall be ineligible to participate in the Supplemental Nutrition Assistance Program for a period of ten (10) years.

4. Individuals found guilty by a Federal, State or local court of law for using or receiving benefits in a transaction involving the sale of a controlled substance (as defined in section 102 of the Controlled Substances Act (21 U.S.C. 802)) will not be eligible for benefits for two years for the first offense, and permanently for the second offense.

5. Individuals found guilty by a court of law for buying or selling illegal drugs or certain prescription drugs in exchange for SNAP benefits will be prohibited from participating in the SNAP for 24 months for the first offense and permanently for the second offense.

6. An individual convicted by a Federal, State, or local court of having trafficked benefits for an aggregate amount of \$500 or more shall be permanently ineligible to receive SNAP benefits upon the first occasion of such violation.

DO NOT give false information or hide information to get or continue to get SNAP benefits.

DO NOT trade or sell EBT cards.

DO NOT use SNAP benefits to buy ineligible items, such as alcoholic drinks and tobacco.

DO NOT use someone else’s EBT card for your household.

DO NOT pay for food purchased on credit with SNAP benefits. Doing so could result in disqualification from the program.

DHS can use or share information on this application for the administration of DHS programs, as well as the administration of other federally funded assistance programs in accordance with state and federal law, contract and regulation.

DHS can release non-identifying information for research purposes. Any release of identifying information shall be done in accordance with state and federal law.

I understand the questions on this application and the penalty for hiding or giving false information or breaking any of the rules listed in this Penalty Warning.

I certify under penalty of perjury that my answers are correct, including information about citizenship and alien status, and complete to the best of my knowledge and belief. I know that under the state of Rhode Island General Laws, Section 40-6-15, a maximum fine of \$1,000, or imprisonment of up to five (5) years, or both, may be imposed for a person who obtains or attempts to obtain, or aids or abets any person to obtain, public assistance to which s/he is not entitled, or who willfully fails to report income, resources or personal circumstances or increases therein which exceed the amount previously reported. I attest to the identity of the minor children identified herein and that all of the information contained in this application is true. I understand that I am breaking the law if I give wrong information and can be punished under federal law, state law or both.

Signature of Applicant or Recipient	Date	Signature of Authorized Representative	Date
Signature of Spouse or other parent of child(ren)	Date	Signature of Person Helping you Complete this Form	Date
Signature of Guardian, Conservator or Holder of Power of Attorney	Date	Signature of Agency Representative	Date



Notice to Applicant Registering to Vote in Rhode Island

The State Board of elections urges all of its citizens to register to vote. Your vote will benefit you and your family.

Included in this packet of forms is a voter registration form. If you would to register to vote, complete and sign the form and mail it to your local Board of Canvassers. (directory listed on the back of the form)

Register to vote

- If you are not registered to vote where you live today, complete the enclosed form.
- Applying to register or declining to register to vote will not affect the amount of assistance provided by this agency.
- If you would like help in completing the voter registration application form, you can bring it with you when you return the other completed forms in this package, or go to the local Board of Canvassers in the city/town where you live. (City/Town directory is on the back of the voter registration form.) The decision whether to seek or accept help is yours.
- If you believe that someone has interfered with your right to register or decline to register to vote, your right to privacy in deciding whether to register or in applying to register to vote, or your right to choose your own political party or other political preference, you may file a complaint with the Voter Registration Coordinator, 50 Branch Avenue, Providence, RI 02904 or (401)222-2345.

Return Address



Postage
Required Post
Office will not
deliver
without proper
postage.

Mail To: **BOARD OF CANVASSERS**

*****FOLD HERE & TAPE AT TOP*****

INSTRUCTIONS FOR MAILING THE VOTER REGISTRATION FORM

An applicant who chooses to mail his/her voter registration form shall do so in the following manner:

1. Fold the form at the dotted line and tape the bottom to the top of the form.
2. From the list below, locate the address of the board of canvassers in the city or town in which you are registering to vote and insert that address in the appropriate space beneath "Mail To: BOARD OF CANVASSERS" on the addressed side of the voter registration form. Insert your return address in the space provided.

NOTICE: *It is against the law for anyone to interfere with your privacy in registering to vote or in choosing a political party. If you believe someone has interfered with your right to register or not register, or with your privacy in making this decision, or in choosing a political party, you may file a complaint with the State Board of Elections, 50 Branch Avenue, Providence, Rhode Island 02904.*

LOCAL BOARDS OF CANVASSERS

- | | | | |
|--|--|--|---|
| Barrington Town Hall, 283 County Rd.,
Barrington, RI 02806 | Exeter Town Hall, 675 Ten Rod Rd.,
Exeter, RI 02822 | New Shoreham Town Hall, PO Drawer,
220 Block Island, RI 02807 | Smithfield Town Hall, 64 Farnum Pike,
Smithfield, RI 02917 |
| Bristol Town Hall, 10 Court St.,
Bristol, RI 02809 | Foster Town Hall, 181 Howard Hill Rd.,
Foster, RI 02825 | Newport City Hall, 43 Broadway,
Newport, RI 02840 | S. Kingstown Town Hall, 180 High St.,
Wakefield, RI 02879 |
| Burrillville Town Hall, 105 Harrisville
Main St., Harrisville, RI 02830 | Glocester Town Hall 1145 Putnam Pike
PO Drawer B, Glocester, RI 02814 | N. Kingstown Town Hall, 80 Boston
Neck Rd., North Kingstown, RI 02852 | Tiverton Town Hall, 343 Highland Rd.,
Tiverton, RI 02878 |
| Central Falls City Hall, 580 Broad St.,
Central Falls, RI 02863 | Hopkinton Town Hall, 1 Town House
Rd., Hopkinton, RI 02833 | North Providence Town Hall, 2000
Smith St., North Providence, RI 02911 | Warren Town Hall, 514 Main St., Warren,
RI 02885 |
| Charlestown Town Hall, 4540 S. County
Trail, Charlestown, RI 02813 | Jamestown Town Hall, 93 Narragansett
Ave., Jamestown, RI 02835 | North Smithfield Municipal Annex, 575
Smithfield Rd., North Smithfield, RI
02896 | Warwick City Hall, 3275 Post Rd.,
Warwick, RI 02886 |
| Coventry Town Hall, 1670 Flat River
Rd., Coventry, RI 02816 | Johnston Town Hall, 1385 Hartford
Ave., Johnston, RI 02919 | Pawtucket City Hall, 137 Roosevelt
Ave., Pawtucket, RI 02860 | W. Greenwich Town Hall 280 Victory
Highway, W. Greenwich, RI 02817 |
| Cranston City Hall, 869 Park Ave.,
Cranston, RI 02910 | Lincoln Town Hall, 100 Old River Rd.,
PO Box 100, Lincoln, RI 02865 | Portsmouth Town Hall, 2200 East Main
Rd., Portsmouth, RI 02871 | West Warwick Town Hall, 1170 Main St.,
West Warwick, RI 02893 |
| Cumberland Town Hall, 45 Broad St.,
Cumberland, RI 02864 | Little Compton Town Hall, PO Box 226,
Little Compton, RI 02837 | Providence City Hall, 25 Dorrance St.,
Providence, RI 02903 | Westerly Town Hall, 45 Broad St.,
Westerly, RI 02891 |
| East Greenwich Town Hall, PO Box 111,
East Greenwich, RI 02818 | Middletown Town Hall, 350 East Main
Rd., Middletown, RI 02842 | Richmond Town Hall, 5 Richmond
Townhouse Rd., Wyoming, RI 02898 | Woonsocket City Hall, P.O. Box B,
169 Main St., Woonsocket, RI 02895 |
| East Providence City Hall,
145 Taunton Ave.,
East Providence, RI 02914 | Narragansett Town Hall, 25 Fifth Ave.,
Narragansett, RI 02882 | Scituate Town Hall, PO Box 328, North
Scituate, RI 02857 | |

Voter Registration Questions May Be Addressed To:

Rhode Island Board of Elections
50 Branch Avenue
Providence, RI 02904
elections@elections.ri.gov