



FOOD STAMP PROGRAM MANUAL TRANSMITTAL NO. 54

TO: OFI District Management, County Department of Family and Children Services, State Office Staff

FROM: Tom C. Rawlings
DFCS Director

DATE: June 25, 2019

RE: Food Stamp Program Manual Transmittal 54

The purpose of this transmittal is to provide policy updates to the Food Stamp Program's Voter Registration, Excess Medical Deduction and Senior SNAP sections of the Food Stamp manual.

This transmittal also provides updates to the Form 297 as a result of the Temporary Assistance for Needy Families (TANF) program adding a subcategory to the application for Grandparents Raising Grandchildren (GRG).

Additionally, this transmittal provides changes to the Appendices to correct the broken hyperlinks and to change the font to Arial 12. Updated versions of Form 1, Form 240 and Form 5459 are also being updated in the manual.

The policy revisions include:

- Section 3010 – Voter Registration – This section is updated to remove references to the NVRA Coordinator and to update SUCCESS to Gateway.
- Section 3614 – Excess Medical Deduction – This section is updated to clarify policy regarding the number of bills needed to qualify for the standard medical deduction and also to update the policy regarding the use of service animals as a medical deduction. Also updating SUCCESS to Gateway.
- Section 3725 – Georgia Elderly Simplified Application Project (ESAP) Senior SNAP – This section is updated to correct the Senior SNAP contact information and to update that interviews are now required for initial applications.

The form changes include:

- Form 1 – OSAH Form 1 Food Stamps (Rev. 8/16) – Current version updated in the manual.
- Form 240 - Transitional Food Stamps Fact Sheet (Rev. 12/14) - Current version updated in the manual.
- Form 297 - Application for Benefits (Rev. 3/19) – This form has been translated in the following 15 languages: Arabic, Bosnian, Burmese, Chinese, Farsi, French, Gujarati, Hindi, Japanese, Korean, Nepali, Portuguese, Russian, Spanish and Vietnamese.
- Form 5459 – Authorization for Release of Information Form (Rev. 7/16) – Current version updated in the manual. (English and Spanish).
- POL3420 – Font updated to Arial 12.

This transmittal is effective July 1, 2019.