

 <p><b>DHS</b> MARYLAND DEPARTMENT OF HUMAN SERVICES Department of Human Services 311 West Saratoga Street Baltimore MD 21201</p>	<p><b>FIA INFORMATION MEMO</b></p>
<p><b>Control Number: #22-39</b></p>	<p><b>Effective Date: Upon Receipt</b> <b>Issuance Date: October 3, 2022</b></p>

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT,  
FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF**

**FROM: LA SHERRA AYALA, EXECUTIVE DIRECTOR** 

**RE: EXTENSION OF INTERVIEW WAIVER FOR EXPEDITED  
SNAP APPLICATIONS THROUGH DECEMBER 31, 2022**

**PROGRAM IMPACTED: SUPPLEMENTAL NUTRITION ASSISTANCE  
PROGRAM (SNAP)**

**ORIGINATING OFFICE: OFFICE OF OPERATIONS**

**SUMMARY**

The Family Investment Administration (FIA) has secured a waiver to continue to waive interviews for Expedited SNAP (xSNAP) applications if identity has been verified. The waiver will remain in effect until December 31, 2022.

This IM revises the waiver timeline outlined in the Postponed Expedited Interview Waiver portion of the [AT: 22-20 \(Revised\) Extension of Interview Waiver for Expedited SNAP Applications](#).

**Interviews are required for regular SNAP applications as well as TCA and TDAP applications.**

With the xSNAP waiver extension, Case Managers will not require households that are eligible for xSNAP application processing to complete an interview before benefit approval as long as

the following two conditions have been met. The first condition is the applicant's identity has been verified and the second condition is the Case Manager has made an attempt to contact the applicant. ***Case Managers must validate the contact attempt with narration and timely action by jurisdiction.***

Case Managers are expected to review each SNAP application the agency receives within 24 hours of receipt and confirm if the customer meets the expedited criteria. If expedited criteria are met, Case Managers must process the application and ensure the SNAP benefits are made available to the customer's EBT card on or before the 7th day after the application date. If the expedited criteria are not met, the SNAP application will remain pending until mandatory verifications are received on or before the 30th day of the application.

**INQUIRIES:**

Please direct policy questions to FIA Policy by completing the [FIA Policy Information Request Form](#) found on Knowledge Base or via email at [fia.policy@maryland.gov](mailto:fia.policy@maryland.gov) for Montgomery County only.

For systems questions, please email [fia.bsdm@maryland.gov](mailto:fia.bsdm@maryland.gov).

cc: DHS Executive Staff  
FIA Management Staff  
DHS Help Desk  
Constituent Services  
Office of Administrative Hearings