

FOOD STAMP PRE-SCREENING WORKSHEET

When answering these questions, only consider members in the applicant's household. Do not include anyone who purchases and prepares their meals **separate** from the household.

Name _____

Step One: Is Anyone In Your Household Eligible?

Is anyone in your household a:

- Citizen
- Legal Permanent Resident
- Refugee/Asylee

If Yes, Go to Step Two A. If no **stop.** No one in the household is eligible.

Step Two A: Total People In the Household

Enter the total members in your household that **do not** receive **SSI/SSP** benefits (with social security numbers and without).

SSI/SSP recipients are not included in the food stamp household Total = _____

If there is **1 or more** - go to **Step Two B** If there is **0** in the box above **stop.** No one in the household is eligible.

Step Two B: Total Potentially Eligible Household Members

Enter the total members in your household who are: Citizens, Legal Permanent Residents or Refugee/ Asylee. **Do not** include any member in this count who is receiving **SSI/SSP** benefits.

Total = _____

If there is **1 or more** in the box above, **go to Step Three** If there is **0** in the box above **stop.** No one in the household is eligible.

Step Three: Elderly or Disabled Members

Is any member of your household:

- Age 60 or over
- Veteran - in receipt of VA benefits
- Disabled -in receipt of SSA benefits

If **no**, go to **4A**
If **yes**, to any above, go to **4B**

Step Four A: Resources

Does your household have more than \$2,000 in resources like cash, bank accounts, stocks, etc?

If **yes, stop** there is no food stamp eligibility.
If **no** go to step **5**

Step Four B: Resources Elderly, Disabled or Veteran Benefits

Does your household have more than \$3,000 in resources like cash, bank accounts, stocks, etc?

If **yes, stop** there is no food stamp eligibility.
If **no** go to step **5**

Step 5 - Income

A. What is the total monthly income of all people in your household listed under **Step Two B**? Include: Work or Self Employment, Child Support, SSA, Unemployment or SDI benefits.

Total Income A \$ _____

B. If any household members **not listed** in **Step Two B** has income, this income is treated differently – it is pro-rated. To do this, you will divide only their total income: \$ _____ by the number of household members in **Step Two A** _____ and multiply that result by the number in **Step Two B**.

Total Income B \$ _____

Is the **Combined A & B Total** income and the number of eligible household members in **1B** under the poverty limit for food stamp eligibility? If **yes**, encourage the client to complete an application.

A & B Grand Total \$ _____

FOOD STAMP PRE-SCREENING WORKSHEET BACKPAGE

GLOSSARY OF TERMS USED IN PRE-SCREENING SHEET

- **HOUSEHOLD** – When applying for food stamps, a ‘household’ represents only those members in the home who eat and prepare meals together as a family.
- **CITIZEN** – Persons born in the U.S., or abroad to U.S. citizen parents, persons who naturalized, and children under 18 whose parents are naturalized.
- **REFUGEE** – Non-citizens who while *outside* the U.S. and their home country, were granted permission to enter and live in the U.S. because they have a well-founded fear of persecution in their home country. Most people will know if he/she falls under this category.
- **ASYLEE** – Non-citizens who while *in* the U.S., were granted permission to live in the U.S. because they have a well-founded fear of persecution in their home country. Most people will know if he/she falls under this category.
- **SSA** – In this pre-screening sheet, “SSA” stands for Social Security Administration.

POINTS TO REMEMBER

- ✓ **If a household** has an income less than their expenses, they may be eligible for emergency food stamps. Send them to the nearest food stamp office immediately and tell them to request expedited food stamps.
- ✓ **Convicted Drug felons** after 8/22/96 are not eligible to receive food stamps. This only applies to people convicted of a drug felony.
- ✓ **SSI/SSP (Social Security Supplemental Income) recipients** are not eligible to receive food stamps because benefit amount already includes a provision for food. However, other members of the household who do not receive SSI/SSP may be eligible to receive food stamps.
- ✓ You can **own a home and/or car** and be eligible for food stamps. If you own property other than the one you are currently living in, it may effect your eligibility.
- ✓ People can receive **emergency or expedited food stamps** if they earn less that \$150 a month and have less than \$100 in property. Must apply in person. Social Services will determine eligibility within 3 working days.
- ✓ Only the Social Services Agency can make the **final determination for eligibility** and the exact benefit amount a person will receive. The following table will give you an ‘idea’ of how much in food stamps a person might receive.

Gross Monthly Income Limit for Food Stamps

October 1, 2006 – September 30, 2007

If you have this many persons in your household:	1	2	3	4	5	6	7	8	+1*
Your monthly income is less than:	\$1,062	\$1,430	\$1,799	\$2,167	\$2,535	\$2,904	\$3,272	\$3,640	\$339

* add for each additional household member

MAIL APPLICATIONS TO: