

For more information, to file an application, and for the locations of the district offices you may contact our statewide call system at: **1-855-797-4357** or visit www.maine.gov/dhhs.

TTY Users: Dial 711 (Maine Relay) or visit a local office.



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State of Maine
Department of Health and Human Services
Office for Family Independence
Augusta, ME 04333

This institution is an equal opportunity provider.

SNAP Employment & Training Program

This program can help you further your education needs and/or provide job training to get and keep good paying jobs. This is a FREE program for people receiving SNAP benefits and not receiving TANF.

Visit www.maine.gov/dhhs/ofi/programs-services/food-supplement/fset or call 1-855-797-4357 for more information.

SNAP-Ed

Maine SNAP-Ed is a FREE program to help SNAP eligible families shop, cook, and eat healthy on a budget.

Visit: <https://www.mainesnap-ed.org/> or call 207-221-4560 for more information.



SNAP is administered under agreement with the U.S. Department of Agriculture. The basic rules are the same throughout the United States.

Reporting Changes

It is important to report changes that may affect your eligibility so the right amount of benefits are received by your household. See How to Apply for SNAP Benefits for ways to report changes.

If you have SNAP Benefits you must inform OFI by the 10th day of the month after one of the following occurs:

- ◆ Changes in work that cause your hours to drop below 20 hours per week for non-disabled adults without dependents.
- ◆ Some lottery winnings need to be reported. Ask us for more information.
- ◆ Your household income exceeds 130% Federal Poverty Level (FPL). We can help with this calculation. At the end of each month, add up all the income of **everyone** in your household. You must count all wages before any deductions for taxes or expenses are taken out. You must count all child support, Social Security, SSI and any other income.

Reporting Excess Benefits

If you receive excess SNAP benefits, you will need to pay them back. This is true whether you make a mistake, or OFI makes a mistake. Changes may be reported by:

- ◆ A change report form
- ◆ Letter
- ◆ Telephone
- ◆ In person at your local SNAP office.

Supplemental Nutrition Assistance Program:

What You Need to Know



Department of Health and Human Services
Office for Family Independence
October 2021

Purpose Of SNAP

The Supplemental Nutrition Assistance Program (SNAP), also known as Food Supplement, provides food assistance benefits to low-income households, helping them buy the food they need to support good health.

SNAP benefits are only meant to be part of a food budget. Most households must spend some of their own cash in order to buy enough food for a month.

The benefits each household receives from the program is based on the Thrifty Food Plan. This is the model diet plan of the U.S. Department of Agriculture (USDA), projecting the cost of food for one month for different household sizes.

Who Can Receive SNAP Benefits?

You may be eligible for benefits if you:

- ◆ Have little or no income,
- ◆ Are unemployed or work part-time,
- ◆ Work for low wages,
- ◆ Receive public assistance payments,
- ◆ Are elderly or disabled and live on a small income,

AND

- ◆ Have limited financial resources.

Your household must meet certain income and resource limits for SNAP. The number of people in your household may impact the amount of benefit you get. SNAP may have some work requirements, depending on your situation.

How To Apply For SNAP Benefits

1) You may apply online through: www.maine.gov/MyMaineConnection; or

2) Download the application at: <https://www.maine.gov/dhhs/ofi/applications-forms> and send by:

mail: OFI,
114 Corn Shop Lane
Farmington, ME 04938

Or email:
Famington.DHHS@Maine.gov
Or fax: (207) 778-8429; or

3) Apply over the phone by calling 1-855-797-4357; or

4) Your local SNAP Office will give you an application form the same day you ask for one.

- ◆ If you qualify, benefits start from the date you turn in your application.
- ◆ If you qualify, you will receive benefits within 30 days.

Often, you can be interviewed the day you complete your application.

Expedited Services

If your household has little or no money and needs help right away you may get SNAP benefits within a few days.

Proof Required

You will be required to show proof of the following when you apply:

- ◆ **Identity:** Picture ID, or another DHHS accepted form of identification.
- ◆ **Address:** Where you live. If you have no address, tell the SNAP office where you stay.
- ◆ **Income:** For **all** household members. This includes gross earnings before deductions.

More proof will be needed if any of the following applies to your household.

- ◆ **Immigration status:** Proof of lawfully admitted status for each non-citizen permanent resident household member.
- ◆ **Resources of permanent-resident sponsor:** The SNAP office may have to count some of your sponsor's income.
- ◆ **Current utility bills** if you claim utility costs that are questionable.
- ◆ **Costs for babysitting, day care or attendant care** while searching for a job, training for work, or working.
- ◆ **Medical expenses** over \$35 per month for any person 60 years of age or older or who is disabled.
- ◆ **Disability**

Spending Your SNAP Benefits

- ◆ You will receive an EBT (Electronic Benefit Transfer) card and a PIN (Personal Identification Number).
- ◆ SNAP benefits can only be used to buy food, plants, and seeds (to grow food) for your household to eat.
- ◆ SNAP benefits can be used at most grocery stores, approved Meals on Wheels programs, and some farmers' markets.



Some items that cannot be purchased with your EBT card are:

- ◆ Alcoholic beverages
- ◆ Tobacco or cigarettes
- ◆ Household supplies (soaps and paper products)
- ◆ Food eaten in the store
- ◆ Any nonfood items
- ◆ Hot foods that are ready-to-eat, like barbecued chicken
- ◆ Pet foods