Georgia Department of Human Services
FOOD STAMP/MEDICAID/TANF Renewal Form

If you need help filling out this renewal/application form or need assistance communicating with us, ask us or call 1-877-423-4746. If you are deaf or hard of hearing, please call GA Relay at 1-800-255-0135. Our services are free.

For Office Use only: Date Received _____ Load # _____ Client ID # _____
Date Initiated: _____ Programs Initiated: ☐ TANF ☐ Food Stamps ☐ Medicaid

Does the applicant or person renewing/applying on behalf of the applicant need assistance when communicating with us? If so check all that apply.

( ) TTY ( ) Braille ( ) Large Print ( ) E-mail ( ) Video Relay) ( ) Sign Language Interpreter _____

( ) Foreign Language Interpreter (specify language) _____ ( ) Other _____

If you are reapplying for Food Stamps or renewing your TANF or Medicaid benefits, you can file this renewal/application form with only your name, address and signature. **However, it will help us to process your application, recertification and/or renewal more quickly if you complete the entire form and provide verification of information, if it is requested.** You may use this form to file a joint renewal/application for the Food Stamp/Medicaid and/or TANF program or for the Food Stamp Program (FS) only. Your Food Stamp renewal will not be terminated solely on the basis that your renewal/application for another program has been denied/terminated. We will make a separate eligibility determination for your Food Stamp renewal.

Please PRINT the name and address of the person who is reapplying for benefits in the space below:

Client Name:	Date of Birth:	Social Security Number:
Street Address:		
Mailing Address:		
Main Phone Number:	Other Contact Number:	E-mail Address (optional)

I declare under penalty of perjury to the best of my knowledge and belief that the person(s) for whom I am applying/renewing benefits for is/are U.S. citizen(s) or are lawfully present in the United States. I further certify that all of the information provided on this form is true and correct to the best of my knowledge. I understand and agree that DHS and authorized Federal Agencies may verify the information I give on this form. Information may be obtained from past or present employers. I will report any change in my situation according to Food Stamp/Medicaid and/or TANF program requirements. If any information is incorrect, benefits may be reduced or denied and I may be subject to criminal prosecution or disqualified from DHS programs for knowingly providing incorrect information. I understand that I can be prosecuted if I provide false information or hide information. I understand that if I fail to tell DHS about some of my expenses at my application or renewal interview and/or fail to verify them that DHS will not budget that expense in calculating the amount of my food stamp benefits.

Signature _____ Date _____

Witness Signature if signed by 'X' _____ Date _____

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COMMUNITY OUTREACH SERVICES: For more information about other DHS services, please visit our website at www.dfcs.dhr.georgia.gov or call 1-877-423-4746.

Please answer all questions and provide proof of all income and any expenses as requested.

HOUSEHOLD SIZE: Please fill out the chart below about the applicant and all household members. The following federal laws and regulations: The Food and Nutrition Act of 2008, 7 U.S.C. § 2011-2036, 7. C.F.R. § 273.2, 45 C.F.R. § 205.52, 42 C.F.R. § 435.910, and 42 C.F.R. § 435.920, authorize DFCS to request your and your household members social security number(s). Anyone who is living in your household and is not applying for benefits may be treated as a **non-applicant**. Non-applicants do not have to give us information about their social security number, citizenship, or immigration status and are not eligible for benefits. Other household members may still be able to receive benefits, if they are otherwise eligible. If you want us to decide whether any household members are eligible for benefits, you will still need to tell us about their citizenship or immigration status and give us their social security number (SSN). You will still need to tell us about **their** income and resources to determine the eligibility and benefit level of the household. We will not report any non-applicant household members to the United States Citizenship and Immigration Services (USCIS) Systematic Alien Verification for Entitlements (SAVE) system if they do not give us their citizenship or immigration status. However if immigration status information has been submitted on your application, this information may be subject to verification through the SAVE system and may affect the household's eligibility and benefit level. We will match your information with other Federal, state, and local agencies to verify your income and eligibility. This information may also be given to law enforcement officials to use to catch people who are running from the law. If your household has a Food Stamp claim, the information on this application, including SSN, may be given to Federal and State agencies and private claims collection agencies for them to use in collecting the claim. We will not deny benefits to applicant household members because other household members fail to provide their SSN, citizenship, or immigration status. If you are applying for emergency medical services only, you do not have to provide your SSN or information about your immigration status.

First Name	M I	Last Name	Ethnicity Hispanic or Latino? (Optional)	Race (Optional)	Sex M/F	Date Of Birth	Relationship To You	Social Security Number (Applicants only)	Are you a U.S citizen, qualified immigrant or in a satisfactory immigration status? (Applicants only) (Y/N)	Does the mother of this child live in the home? (Y/N)	Does the father of this child live in the home? (Y/N)	Do you want Medicaid? (Y/N)
			Y/N				SELF		Y/N	Y/N	Y/N	Y/N
			Y/N						Y/N	Y/N	Y/N	Y/N
			Y/N						Y/N	Y/N	Y/N	Y/N
			Y/N						Y/N	Y/N	Y/N	Y/N
			Y/N						Y/N	Y/N	Y/N	Y/N
			Y/N						Y/N	Y/N	Y/N	Y/N
			Y/N						Y/N	Y/N	Y/N	Y/N
			Y/N						Y/N	Y/N	Y/N	Y/N

Race Codes (Choose all that apply): **AI** – American Indian/Alaska Native **AS** – Asian **BL** – Black/African American **HP** – Native Hawaiian/Pacific Islander **WH** – White

By providing Race/Ethnicity information, you will assist us in administering our programs in a non-discriminatory manner. Your household is not required to give us this information and it will not affect your eligibility or benefit level.

For Medicaid only - Was anyone in your household in Foster Care at age 18? ☐Yes ☐No

For Medicaid and TANF Only, is anyone in your household pregnant?

Yes ☐ No ☐ Number of expected births_____ Name of pregnant woman: _____

Baby's Due Date_____ Unborn baby's father's Name _____

Father's address: _____

MEDICAL: For Medicaid Only, does anyone in the household have any unpaid medical bills? Yes ☐ No ☐
If yes, please send the unpaid bills if you have a Medicaid case.

For Food Stamps Only, does anyone age 60 or older or disabled have medical expenses? Yes ☐ No ☐
Did your medical expenses such as Medicare premiums, prescription drug cost, or hospital bills change?
Yes ☐ No ☐
If yes, list expenses on chart below. Attach bills, prescription drugs for most recent month(s).

Household Member Billed	Type of Expense (Doctor, Hospital, Prescription)	Amount Owed	Date of Bill	Will Insurance Pay? Yes/No

Does anyone 60 years of age or older or disabled have medical expenses for transportation? Yes ☐ No ☐
If yes, please provide the information below. If you are receiving Medicaid, provide proof:

Purpose of the trip (doctor or hospital visit; pharmacy pick-up)	Total miles driven:	Cost of taxi, bus, parking or lodging:

Does someone else pay any of these medical expenses for you? Yes ☐ No ☐
If yes please provide information below:

Which expense is paid?	Who pays the expense?
To whom does this person pay the bills?	Address:

For Medicaid only
OTHER HEALTH COVERAGE
Is anyone enrolled in health insurance now from the following?

☐ Georgia Department of Human Services Medicaid ☐ PeachCare for Kids ☐ Medicare

☐ VA Healthcare Programs ☐ TRICARE (Don't check if you have direct care or Line of Duty)
☐ Employer Insurance: Name of Insurance_____ Policy Number_____
☐ Other: Name of Insurance_____ Policy Number_____

Do you have any health insurance **other than** Medicaid? Yes ☐ No ☐ **If yes, send us a copy of your insurance card.**

☐ Dental Insurance $_____ How Often? _____ ☐ Other Deduction Type: _____ $_____ How Often? _____

☐ Other Deduction Type: _____ $_____ How Often? _____ ☐ Other Deduction Type: _____ $_____

How Often? _____ ☐ Other Deduction Type: _____ $_____ How Often? _____

☐ More? Please attach on a separate sheet of paper.

Pre-Tax expenses are deductions taken out of your income before taxes are applied. Not all deductions are pre-tax.

TAX RETURN DEDUCTIONS:

Check all that apply and give the amount and how often you pay it.

NOTE: You shouldn't include a cost that you already considered in your answer to self employment.

☐ Alimony Paid $_____ _____ How Often? ___ ___☐ Student Loan Interest $_____ How Often? _____

☐ Other Deduction Type _____ $_____ How Often? _____

Did anyone in your household voluntarily quit a job or voluntarily reduce his/her work hours to below 30 hours per week within the last 30 days of the date of this renewal? Yes ☐ No ☐

If yes, who quit? _____ Date of quit: _____

What Job was quit? _____

Why did he/she quit? _____

Has anyone stopped working? Yes ☐ No ☐ **If yes, complete the following and provide proof:**

What job stopped?	Name of Household Member who stopped working:	
Place of employment:		
Date Pay Stopped:	Date of Final Check:	Amount of final Pay (gross):

Has anyone started working? Yes ☐ No ☐ **If yes, complete the following and provide proof:**

Name of person who started working:	Date Started:	Phone Number:
Name of employer/business:	Rate of Pay: $	Date first check received/will be received:
How often paid (please check one): ☐ Weekly ☐ Bi-weekly ☐ Twice a month ☐ Monthly ☐ Other		

SELF-EMPLOYMENT: Is anyone self-employed? Yes ☐ No☐ *(If yes, who?)*_____

Please provide proof of self-employment income through tax files, business records, receipts, bills, or statements from customers of an established business.

Is this business incorporated? Yes ☐ No ☐

Do you share monthly household expenses with anyone in the home? Yes☐ No ☐
If yes, who? _____
Comments/Documentation_____
Paid to whom_____ Amount paid $_____ per _____
Landlord's name _____ Landlord's address: _____

CHILD SUPPORT PAYMENT: Do you or someone in your household pay child support to someone living outside of the home? Yes ☐ No ☐ **If yes, complete the chart below:**

Who is obligated to pay?	How much is the obligated amount?
For whom is the child support paid?	How much is the actual amount paid?
To whom is the child support paid?	How often is the child support paid?

For Food Stamps only, please provide proof of amount paid in the past 3 months and the legal obligation to pay.

This section is FOR TANF RECIPIENTS ONLY – You must complete the following:

Shot Records:

Is there any child under age 7, who is not yet enrolled in school? (Pre-K is **not** considered "school.")
Yes ☐ No ☐

If yes, send Form 3231- Child Care Immunization form for each child under age 7.

School Requirements:

Are all children (6-18 yrs old) attending school? Yes ☐ No ☐
If yes, name (s) of child (ren) _____
Name of school(s) _____
Grade(s) _____ _____
Is there any child 16 years of age or older who is **not** in school? Yes ☐ No ☐
If yes, name of child/children? _____
_____

Please provide a copy of current check stubs if this child is **employed** or a statement from the provider if engaged **in any other work related activity.**

Civil Rights and American with Disabilities Act requirements:

Title II of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act prohibit discrimination against a person with a disability. If you have a physical or mental condition that makes it harder for you to do the things we require you to do, we may be able to help you. Physical or mental conditions include, for example, diabetes, epilepsy, heart disease, a learning disability, mental retardation, a history of drug or alcohol addiction, depression, impaired mobility, impaired hearing or impaired vision. If you need help, tell us and we will work with you to see what you need.

If it is determined that you have a disability that substantially limits one or more major life activities, you may have rights under the ADA and Section 504

If you answer "yes" to the following question, you will not be denied benefits or services because of your disability.

Do you or anyone in your household have any physical or mental condition that makes it harder for you to do the things that we require you to do? Yes ☐ No ☐

(Physical or mental conditions include, but are not limited to, diabetes, epilepsy, heart disease, a learning disability, mental retardation, a history of drug or alcohol addiction, depression, impaired mobility, impaired hearing or impaired vision).

If yes, please let us know the name of the disabled person: _____
Nature of disability: _____

- providing proof that you or anyone in your household applying for benefits is a U.S. citizen or eligible immigrant.
- cooperating with state and federal personnel who work for Fraud Prevention or the Office of Investigative Services and who are doing special case reviews. If you do not cooperate and we cannot determine that you are still eligible for Food Stamps, your case may be denied or closed.
- (for Food Stamps) cooperating with Quality Control reviewers when they call or come to your home to interview you about the information you have given your case manager. If you do not cooperate with them, your case may be denied or closed.
- (for Food Stamps and TANF) repaying benefits you should not have received.
- (for Medicaid) cooperating with Medicaid Eligibility Quality Control or Program Integrity when they call or come t your home to interview you about the information you have given your case manager.
- (for Medicaid) members who are 55 years or older and in a Nursing Home, Intermediate Care Facility, Community-Based Service, or are enrolled in and receive services through a waiver program, cooperating with Estate Recovery.

If you receive **Food Stamps**, you must report when your total gross monthly income goes over the income limit for your household size. You must report this change no later than the 10th day from the end of the month in which the change occurred. If you are a single working adult with no children, you must also report when your work hours fall below 20 hours a week or 80 hours per month.

If you receive **TANF or Medicaid**, you must report **all changes** in your situation within 10 days of the change occurring.

I understand that any lump sum or "windfall" payment that any person in my Medicaid case receives must be budgeted, along with any other income that we might have, to determine eligibility.

In the **Medicaid** Program, you have a right to:

- Receive Medicaid even if you have other health insurance.
- Choose your Medicaid doctor or provider.
- Have your Medicaid application approved or denied within 10, 45, or 60 days from the date you apply, depending on the type of Medicaid.

As a condition of my Medicaid eligibility:

- I agree to assign to the State all rights to medical support and to payment for medical care from any third party (hospital and medical benefits). I agree to cooperate with the State in identifying and providing information to assist the State in pursuing any third party who may be liable to pay for care and services. I understand that I must report any payments received for medical care within ten days. (If you are completing this form on behalf of another individual and do not have the power to execute an assignment for that individual, the individual will need to execute an assignment of the rights described above as a condition of his/her eligibility for Medicaid).
- I agree to give the State the right to require an absent parent to provide medical insurance, if available. I understand I must get medical support from the absent parent if it is available and must cooperate with the Division of Child Support Services in obtaining this support. If I do **not** cooperate, I understand I may lose my Medicaid benefits and only my children will receive benefits unless good cause is established.

FOOD STAMP PROGRAM PENALTY WARNINGS: You may lose your benefits or be subject to criminal prosecution for knowingly providing false information.

- Do not give false information or hide information to get benefits that your household should not get.
- Do not use Food Stamps or EBT cards that are not yours and do not let someone else use yours.
- Do not use Food benefits to buy nonfood items such as alcohol or cigarettes or to pay on credit cards.
- Do not trade or sell Food Stamps or EBT cards for illegal items; such as firearms, ammunition or controlled substance (illegal drugs).

Anyone in your household who breaks any of these rules on purpose can be barred from the Food Stamp Program from one year to permanently, fined up to $250,000, imprisoned for 20 years or both.

You should report instances of fraud and abuse to:

Medicaid/ PeachCare for Kids® Fraud & Abuse Hotline (404) 463-7590 or toll free at (800) 533-0686 or by US Mail at: Department of Community Health, OIG PI Section, 2 Peachtree Street, NW 5th Floor, Atlanta, GA 30303

PLEASE SIGN & DATE BELOW IN THE BOX THAT BEST FITS YOUR SITUATION.

IF YOU ARE RENEWING YOUR MEDICAID AND FOOD STAMPS OR TANF, YOU MUST SIGN AND DATE EITHER BOX ① OR BOX ② AND BOX ③.

PLEASE RETURN THIS FORM BYTHE 10th OF THE FOLLOWING MONTH OR AT LEAST TWO DAYS PRIOR TO YOUR FOOD STAMP APPOINTMNENT.

① For Medicaid only – sign here when the Applicant/Member/Legal Guardian is completing:

If I am applying for/renewing Medicaid for myself, I declare under penalty of perjury that I am a U.S. Citizen and/or qualified immigrant present in the United States. If I am a parent or legal guardian, I declare that the applicant(s) is a U.S. Citizen and/or qualified immigrant in the United States. I further certify that all of the information provided on this application is true and correct to the best of my knowledge.

_____ _____

(Signature) (Date)

② For Medicaid only – sign here when a Person Other Than Applicant/Member/Parent/Legal Guardian is completing:

I certify to the best of my knowledge and belief that the person(s) for whom I am applying for/renewing Medicaid is/are U.S. citizen(s) or are lawfully present in the United States. I further certify that all of the information provided on this application is true and correct to the best of my knowledge.

_____ _____

(Signature) (Date)

Phone where you can be reached _____

If the Applicant/Member/Parent/Legal Guardian wants this person as the personal representative, she or he must check here and sign below ☐ Yes ☐ No

_____ _____

(Applicant/Member/Parent/Legal Guardian) (Date)

③ For Food Stamps and/or TANF – when the Applicant/Recipient/Legal Guardian is completing: I declare under penalty of perjury to the best of my knowledge that the person (s) for whom I am applying/renewing benefits for is/are U.S. citizen(s) or are lawfully present in the United States. I further certify that all of the information provided on this form is true and correct to the best of my knowledge. I understand and agree that DHS and authorized Federal Agencies may verify the information I give on this form. I will report any change in my situation according to Food Stamp and/or TANF program requirements. If any information is incorrect, benefits may be reduced or denied and I may be subject to criminal prosecution or disqualified from DHS programs for knowingly providing incorrect information. I understand that I can be prosecuted if I provide false information or hide information. I understand that if I fail to tell you about some of my expenses at my application or renewal interview and/or fail to verify them that DHS will not budget that expense in calculating the amount of my food stamp benefits.

_____ _____

(Signature) (Date)

For Office use only:

Worker Signature: _____ **Date:** _____

Household Members	Individuals who live in your home. For Food Stamps, individuals who live together and purchase and prepare their meals together.
Income	Payments such as wages, salaries, commissions, bonuses, worker's compensation, disability, pension, retirement benefits, interest, child support or any other form of money received.
Middle Class Tax Relief Act of 2012	This Act prohibits the use of cash assistance funds or TANF Debit Cards to withdraw cash or perform transactions at casinos, liquor stores, adult-oriented entertainment facilities, poker rooms, bail bonds, night clubs/salons/taverns, bingo halls, race tracks, gaming establishments, gun/ammunition stores, cruise ships, psychic readers, smoking shops, tattoo/piercing shops, and spa/massage salons. The use of cash assistance funds or the TANF Debit Card at these businesses will constitute an intentional program violation (fraud) on the part of the recipient.
Non-applicant	An Individual who does NOT apply for or receive public assistance/benefits; non-applicants are not required to provide an SSN, citizenship or immigration status.
Payee	A payee is an individual who accepts responsibility for receiving cash assistance and spending the funds on behalf of the AU. A payee may or may not be an AU member.
Pre-Tax Expenses	Pre-Tax expenses are deductions taken out of your income before taxes are applied. Not all deductions are pre-tax. Most common pre-tax deductions are health insurance, dental insurance, vision insurance, etc. http://www.irs.gov
Qualified Alien/Immigrant	A *qualified alien/immigrant* is a person who is legally residing in the U.S. who falls within one of the following categories: a person lawfully admitted for permanent residence (LPR) under the Immigration and Nationality Act (INA); *Amerasian* immigrant under section 584 of the Foreign Operations, Export Financing and Related Program Appropriations Act of 1988; a person who is granted asylum under section 208 of the INA; *Refugees*, admitted under section 207 of the INA; A person *paroled* into the US under section 212(d)(5) of the INA for at least one year; A person whose *deportation* is being withheld under section 243(h) of the INA as in effect prior to April 1, 1997 , or section 241(b)(3) of the INA, as amended; a person who is granted *conditional entry* under section 203(a)(7) of the INA as in effect prior to April 1, 1980; *Cuban or Haitian* immigrants as defined in section 501(e) of the Refugee Education Assistance Act of 1980; *victims of human trafficking* under section 107(b)(1) of the Trafficking Victims Protection Act of 2000; battered immigrants who meet the conditions set forth in section 431 (c) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended. *Afghan or Iraqi* immigrants granted special immigrant status under section 101(a)(27) of the INA (subject to specified conditions). *); American Indians* born in Canada living in the U.S. under section 289 of the INA or non-citizens of federally-recognized Indian tribe under Section 4(e) of the Indian Self-Determination and Education Assistance Act and *Hmong or Highland Laotian tribal members* that rendered assistance to U.S. personnel by taking part in military or rescue operation during Vietnam Era (8/05/1964 – 5/07/1975).
Resources	Cash, property, or assets such as bank accounts, vehicles, stocks, bonds, and life insurance.
Taxable Income	Payments such as wages, salaries, commissions, bonuses, disability, pension, retirement benefits, interest, or any other form of money received.
Tax Dependent	An individual who expects to be claimed on a tax filer's tax return. http://www.irs.gov
Tax Filer	An individual who expects to file a tax return. http://www.irs.gov
Tax Return Deductions	Tax return deductions are the allowable IRS deductions found on your tax return form 1040, starting with line 23 to line 35. They include: Educator expenses; Form 2106; Health Savings Form 8889; Moving Expenses Form 3909; Penalty/Early Withdrawal of Savings; Alimony Paid; IRA Deduction; Student Loan Interest; Tuition and Fees Form 8917; Domestic Production Activities Form 8903. http://www.irs.gov
Trafficking in the SNAP/Food Stamp Program	*Trafficking* SNAP benefits means: (1) Buying, selling, stealing, or otherwise exchanging SNAP benefits issued and accessed via EBT cards, card numbers and PIN numbers or by manual voucher and signature, for CASH or consideration other than eligible food, either directly, indirectly, in complicity or collusion with others, or acting alone; (2) The exchange of firearms, ammunition, explosives, or controlled substances; (3) Purchasing a product with SNAP benefits that has a container requiring a return deposit with the intent of obtaining cash by discarding the product and returning the container for the deposit amount, intentionally discarding the product, and intentionally returning the container for the deposit amount; (4) Purchasing a product with SNAP benefits with the intent of obtaining cash or consideration other than eligible food by reselling the product, and subsequently intentionally reselling the product purchased with SNAP benefits in exchange for cash or consideration other than eligible food; (5) Intentionally purchasing products originally purchased with SNAP benefits in exchange for cash or consideration other than eligible food. (6) Attempting to buy, sell, steal, or otherwise affect an exchange of SNAP benefits issued and accessed via Electronic Benefit Transfer (EBT) cards, card numbers and personal identification numbers (PINs), or by manual voucher and signatures, for cash or consideration other than eligible food, either directly, indirectly, in complicity or collusion with others, or acting alone.