



# Rhode Island Department of Human Services

## SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)

### What is SNAP?

The Supplemental Nutrition Assistance Program (SNAP) is the nation's largest program for fighting domestic hunger. Federally funded and state administered, SNAP helps low-income individuals and families by providing monthly benefits to buy food. SNAP is based on income, resources, and the number of individuals in a household. Benefits are provided in the form of an Electronic Benefit Transfer (EBT) card which can be used at participating retailers including grocery stores, farmers markets and convenience stores.

### You may qualify for SNAP benefits if...

You are an individual, couple, family, older adult, person with a disability in Rhode Island and have low-income (less than **185%** of the Federal Poverty Level (FPL), Current income guidelines can be found at [www.dhs.ri.gov](http://www.dhs.ri.gov). Eligibility for most applicants is determined within 30 days.

### You may qualify for expedited SNAP benefits if...

- Your monthly income before taxes is less than **\$150** and you have less than **\$100** in cash/accounts; or
- Your household's combined monthly income before taxes and cash/accounts is less than your household's combined monthly rent/mortgage and utilities; or
- You are a migrant or seasonal farmworker with no current income and you have **\$100** or less in cash/accounts.

*Applicants meeting expedited criteria will have their eligibility determined and, if eligible, benefits issued, within 7 days rather than 30 days.*

### How to apply...

- **ONLINE** – Submit application via the **Customer Portal** (<https://healthyrhode.ri.gov/>)
- **BY MAIL** – Complete the Application for Assistance (available on the DHS website: [www.dhs.ri.gov](http://www.dhs.ri.gov)) and put in the secure drop boxes at all DHS offices OR mail to:

RI Department of Human Services  
P.O. Box 8709  
Cranston, RI 02920-8787

- **OVER THE PHONE** – Call 1-855-MY-RIDHS (1-855-697-4347) Monday through Friday, except holidays, 8:30AM – 2:30PM
- **IN PERSON** – Visit a local DHS Regional Family Center to submit an application. Please note: in person staff assistance is not available currently due to COVID-19

*This institution is an equal opportunity Employer.*

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# SNAP INFORMATION (Cont.)



## What happens after an application is submitted?

You must have an interview for DHS to determine eligibility. Once your application has been received by DHS, you will receive a call from a DHS staff member to conduct an over-the-phone interview. If the DHS staff member can't reach you, they will schedule an appointment and send you a notice in the mail with the date and time of the interview. You may call before your scheduled appointment to complete your interview or a DHS staff member will call you at the scheduled time.

## Documents needed to apply for SNAP:

DHS must verify certain information on your application. You will need to provide:

- Proof of identification (Driver's license, birth certificate, passport, etc.)
- Verification of RI residence (rent or mortgage receipts, lease agreement, mail with address and name, etc.)
- Verification of income (check stubs showing the last 30 days of income, child support court order, proof of receipt of unemployment insurance benefits, etc.)

For a complete list of the types of verification documents allowed, please visit the Verification Checklist [here](#). (The Verification Checklist can also be found on the SNAP pages found on the DHS website [www.dhs.ri.gov](http://www.dhs.ri.gov))

## Households CANNOT use SNAP benefits to purchase:

- Beer, wine, liquor, cigarettes or tobacco
- Pet foods, soaps and paper products, household supplies
- Vitamins and medicines
- Hot foods or foods sold for on-premises consumption
- Live animals

## If determined eligible...

You will receive a notice of approval that also outlines reporting requirements and what you need to do to maintain eligibility. You will also receive an EBT card that you can use to purchase food. Benefits will be placed on that card on the first of each month for as long as you remain eligible for the program.

## If determined ineligible...

The applicant has the right to appeal the decision by requesting a fair hearing. The appeal instructions and required forms are available on the DHS website [Appeals Process page](#).

Your benefit information is also available by logging into your account at <http://healthyrhode.ri.gov> Having trouble? The Tech Resources page on our DHS website has resources that can help. Please click [here](#) or go to: <http://www.dhs.ri.gov/TechHelp/index.php>

### Have More Questions?

Visit our website: [www.dhs.ri.gov](http://www.dhs.ri.gov)

Call: 1-855-MY-RIDHS (1-855-697-4347) Monday – Friday, except holidays, from 8:30AM-3:00PM

Electronic Benefit Transfer (EBT) Customer Service: 1-888-979-9939

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