

Food Assistance Shelter Changes Chart

Time of Action	Verification/Action
Application/Review (1322.2(1), 9121.2, and 9333)	<p>Verification of shelter expense(s) is mandatory to allow expense(s) at the time of initial application, review and at the time of a change (including changes reported at Interim Report or 12-Month Report). Shelter expense include rent, mortgage (including second mortgage, non-occupancy and disaster costs), lot rent, real estate taxes, and homeowner's insurance.</p> <p>If verification of a shelter expense(s) is not provided at initial application or review, allow zero shelter expense(s).</p>
IR/12-Month Report (9122.6(f))	<p>Verification of shelter expense(s) is not mandatory, unless a change is reported. If verification of a shelter expense(s) is not provided, benefits shall be determined by allowing zero shelter expense(s).</p>
Change Reported (Other than at IR/12-Month Report or Review) 9121.2, 1322.2(1)	<p>Verification of shelter expense(s) is mandatory. If verification of an expense(s) is not provided, benefits shall be determined by allowing the previously verified amount (i.e., do not change shelter amount).</p> <p>** A change reported, that is not mandatory to be reported per simplified reporting requirements, is fewer than 60 days old, and is unclear is to be held until next IR/12-Month Report or Review.</p>