PRF Processing

CBMS Automated Actions

11 th Month	12 th Month	13 th Month			
Provide client with PRF 45 days before due date	5 th day – if PRF is not received, provide reminder notice advising the household that it has 10+1 calendar days to return the completed report (10+5 for ACP)	1 st day – terminate SNAP if PRF not received			
Eligibility Technician Required Actions Completed PRF received by the 15 th day of the 12 th month Completed PRF received on or after the 16 th day of the 12 th month					
 Enter received date by the 17th day month, processing complete by the month Enter all changes and provide NOA at least 2 business days prior to day normally received 	e end of the 12 th AA, if applicable,	ng completed within 10 days of receipt ceives full benefits after normal issuance			



PRF Processing

When was the PRF filed?	When was the VCL due date?	Did the client turn in the verifications by the VCL due date?	When were the verifications turned in?	Local office action
In the 12 th month	Within the 12 th or 13 th month	No	A date within the 12 th or 13 th month	Rescind SNAP
In the 12 th month	Within the 12 th or 13 th month	No	Within the 14 th month	Customer must reapply for SNAP
In the 13 th month	Within the 13 th month	No	After the VCL due date but within the 13 th month	Rescind SNAP
In the 13 th month	Within the 13 th month	No	Within the 14 th month	Customer must reapply for SNAP
In the 13 th month	Within the 14 th month	Yes	By the due date	Rescind SNAP, if necessary
In the 13 th month	Within the 14 th month	No	A date after the VCL due date	Customer must reapply for SNAP

