

# SNAP with Expedited Processing

Some SNAP cases are eligible for expedited processing (7 days). Qualifying households must meet at least one of the expedited criteria and complete their interview within 7 days. SNAP benefits must be issued and available to the client within 7 days of application.

All verification (except for identification for the HOH) will be postponed.

## Expedited Processing Criteria

### Eligible



Combined Household Income (gross) and Liquid Resources are less than the combined shelter and HCUA.



Household Income (gross) is less than \$150 and Liquid Resources are below \$100.



Migrant/Seasonal Farmworker Households with less than \$100 in Liquid Resources and who are destitute of income (4.406.1).



### Not Eligible

Households who do not meet the financial eligibility criteria.



Households who fail to answer the Emergency Details questions and who do not provide income, resource, and shelter expense details on their application will not be eligible during AI.

Note: If a household is not eligible for expedited processing, SNAP must be approved within 30 days of application.



# Screening for Expediting Processing

There are three phases of screening for expedited processing for SNAP applications: the Emergency Details questions, during AI, and during the interview or case processing.

## Emergency Details Questions

Clients are asked a series of questions on all application materials to help flag the application for expedited processing. Answering 'Yes' to any of these questions will attach the expedited processing indicator to the case.

Note: These questions are not mandatory, so clients may not answer.



## During AI

During AI, workers must consider the client's answers to the Emergency Details questions. Additionally, workers should analyze the rest of the application for other reported information, such as income, resources, and shelter expenses.

CBMS will take the information from Emergency Details data entry and determine the SNAP processing timeline: 7 days for expedited processing or 30 days otherwise.

### Emergency Details

Is anyone who lives in the house a migrant or seasonal farm worker?

☐ Yes ☐ No

Is the household expected to receive less than \$150 this month, before deductions?

☐ Yes ☐ No

Is the household's total cash on hand and checking/savings accounts for the household less than \$100?

☐ Yes ☐ No

Is the household's total housing and utility costs more than the total monthly money, including cash, money from employment, gifts, and money in the checking and savings accounts?

☐ Yes ☐ No

Total Gross Income Amount

Total Liquid Resource Amount

Total Housing and Utility Amount

### Migrant Worker

Did their job recently end?

☐ Yes ☐ No

Will they get more than \$25?

☐ Yes ☐ No



## During Interview or Case Processing

As you process the application and conduct the interview, you may learn more information that was not included originally and may affect eligibility for expedited processing.

In instances where the processing timeline should change, you will need to complete an override using the SNAP Application Processing related list in the Program Actions page in CBMS..

The screenshot shows a web application window titled "SNAP Application Processing". The form is divided into two main sections: "Expedited Information" and "Worker Override".

**Expedited Information:**

- Program Mode:** A dropdown menu with "Application" selected.
- Application Number:** A text input field.
- Application Date:** A date input field showing "05/05/2025".
- Expedited:** Radio buttons for "Yes" (selected) and "No".
- Determination Reason:** A dropdown menu with "AI Initial Determination" selected.
- Date Determined:** A date input field showing "05/05/2025".
- Date Authorized:** A date input field.
- Notes:** A large text area for notes.

**Worker Override:**

- Expedited:** Radio buttons for "Yes" and "No".
- Override Reason:** A dropdown menu with "Select Override Reason ..." selected.
- Notes:** A large text area for notes.

At the bottom right of the form, there are "Cancel" and "Save" buttons.

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