

# INFORMATION FOR FOOD STAMP APPLICANTS

*Congratulations! You have just submitted your application for food stamp benefits.*

**WHAT HAPPENS NEXT?** A worker from the Department of Transitional Assistance will review your application in the next 24 hours. Then you will be mailed a package from the Department. This package includes information about the Food Stamp Program and will give you the name of your caseworker.

**YOU MUST BE INTERVIEWED:** You must have an interview with your caseworker to discuss the information you gave on your application. This can be done in person or over the phone. A case worker will contact you to schedule your interview and discuss the reasons that you may be able to waive a face to face interview and have a phone interview.

*If you have not heard from your caseworker within seven days, please call your local office at:*

**DTA- Transitional Assistance Office**

\_\_\_\_\_  
**Telephone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**YOU MUST SUBMIT PROOFS:** During your interview, your caseworker will explain what proofs and information you need to give to receive food stamp benefits. Your caseworker will send you a verification checklist with all of the items you need to provide. You have 30 days from your application start date to give us the proofs we need or ask for help in getting needed proofs. Be sure to contact your caseworker if you are having difficulty obtaining required proofs. You can fax, mail, or bring these proofs to your caseworker.

**DECISION:** Your caseworker has 30 days to approve or deny your food stamp application.

***IF YOU HAVE TROUBLE REACHING YOUR CASEWORKER OR  
NEED ADDITIONAL ASSISTANCE CALL 1 (866) 950-FOOD.***