

**Pending Applications Summary**

**Regular (non-expedited) Applications (should include unprocessed applications)**

**Days Pending**

	Total 30 days or fewer	Total 31 - 60	Subtotal 31-60 days Dept Responsibility	Total 61- 90	Subtotal 61 - 90 Dept Responsibility	Total 91 - 120	Subtotal 91 - 120 Dept Responsibility	Total 120+	Subtotal 120+ Dept Responsibility	Total over 30 days	Subtotal over 30 days Dept Responsibility
5/30/2017	752	126	8	24	5	5	3	39	21	194	37
6/5/2017	715	39	8	10	5	3	2	22	16	74	31
6/12/2017	750	109	37	23	10	10	7	23	18	165	72
6/19/2017	851	52	23	14	8	9	4	19	17	94	52
6/26/2017	732	101	34	11	7	8	5	21	17	141	63
7/3/2017	658	97	41	13	9	4	3	30	27	144	80
7/10/2017	521	104	48	16	10	5	2	33	29	158	89
7/17/2017	347	102	41	19	11	3	1	29	27	153	80
7/24/2017	232	126	48	21	14	4	2	21	18	172	82
7/31/2017	190	76	30	10	8	4	3	20	19	110	60
8/7/2017	174	53	22	12	11	4	3	18	17	87	53
8/14/2017	193	37	17	15	12	5	3	16	15	73	47

**Potentially Expedited Applications**

**Days Pending**

	Total 7 days or fewer	Total 8-30	Subtotal 8-30 Dept Responsibility	Total 31 - 60	Subtotal 31-60 days Dept Responsibility	Total 61- 90	Subtotal 61 - 90 Dept Responsibility	Total 91 - 120	Subtotal 91 - 120 Dept Responsibility	Total 120+	Subtotal 120+ Dept Responsibility	Total over 7 days	Subtotal over 7 days Dept Responsibility
5/30/2017	206	164	23	68	6	1	0	7	1	23	13	263	43
6/5/2017	228	85	16	23	7	1	0	1	1	14	1	124	25
6/12/2017	158	159	43	43	8	8	3	1	1	12	10	223	65
6/19/2017	232	120	30	25	10	5	2	1	1	11	9	162	52
6/26/2017	90	198	61	54	17	10	5	2	1	12	9	276	93
7/3/2017	43	165	46	39	14	5	3	2	1	9	7	220	71
7/10/2017	16	130	36	42	18	8	6	0	0	7	7	187	67
7/17/2017	47	81	25	48	23	7	7	2	1	9	9	147	65
7/24/2017	17	73	23	52	20	6	5	3	3	9	8	143	59
7/31/2017	20	51	18	30	16	6	3	3	3	6	6	96	46
8/7/2017	27	46	13	24	14	6	4	2	2	7	7	85	40
8/14/2017	39	47	17	26	19	3	3	3	2	7	7	86	48

### **Recertifications**

The purpose of this report is to identify recertification forms that were submitted within timeframes requiring State action.

The report will further identify which recert forms require State action (red) and which require client action (green).

**Data for all months should be current as of the date that the report is run.**

Changes over time in red categories will reflect the State's progress in addressing backlogged documents that require State action.

### **Application Summary**

The purpose of this report is to identify trends over time in pending applications.

**Only information for the current week will be added/updated. However, this weekly data should reflect all pending applications.**

**As a new week's data is populated, the previous weeks' data will remain as a historical record.**

The Application Summary Report should include unprocessed cases.

As indicated by the separate charts in the Application Summary report, potentially expedited applications should be reported separately.

### **Interim Report**

The purpose of this report is to identify interim reports that were submitted but not acted upon by DHS.

**Data for all months should be current as of the date that the report is run.**

### **Case Documents**

The purpose of the report is to identify trends in unprocessed verifications/change documents.

Report should include **all** unprocessed SNAP verifications and change documents, regardless of whether the associated case is active or inactive.

Only information for current week will be updated. The previous weeks' data will remain as a historical record.

DHS must also generate a list of the specific documents comprising the weekly report.

### **Unidentified Docs**

The purpose of the report is to account for all documents that have not been linked to a specific case.

DHS should also identify the count and percentage of different types of documents comprising this report.

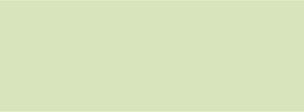
**Total Department Responsibility 1735**

**Closed Recerts: Recertification Form Submitted On or Prior to Federal Due Date and Case Never Reopened**

Benefit End Month	Unprocessed recertification form	Recert app registered, but no evidence of any action taken on recertification app	Interview Scheduled for future (appointment is later than the report date)	No Interview Completed and No Interview Scheduled	Interview scheduled in past, no interview completed, no NOMI Sent	Interview completed and mandatory unverified verifications existed, NO RDOC issued	Unprocessed documents (scanned docs other than recert forms) in case record	Awaiting Supervisor Approval	Interview completed, RDOC issued, no unprocessed documents	NOMI issued, no interview completed	Scanned after recer review due	Awaiting Supervisor Approval with no interview scheduled/complete	Others	Total Dept Responsibility	Total Client Responsibility	Total All (Dept + Sec Rvw + Client)	Description/Comments
<b>Total All Months</b>	<b>221</b>	<b>97</b>	<b>6</b>	<b>10</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>13</b>	<b>0</b>	<b>12</b>	<b>392</b>	<b>2</b>	<b>374</b>	
Sep-2016	190	5	0	0	0	0	0	0	0	0	2	4	0	201	0	201	
Oct-2016	4	4	0	0	0	0	0	0	0	0	1	0	0	9	0	9	
Nov-2016	12	7	0	2	0	0	0	0	0	0	0	0	0	21	0	21	
Dec-2016	6	2	0	0	0	0	0	0	0	0	0	0	0	8	0	8	
Jan-2017	3	5	0	0	0	0	0	0	0	0	1	0	0	9	0	9	
Feb-2017	5	26	0	2	0	0	0	0	0	0	4	0	8	45	0	45	
Mar-2017	6	8	0	0	0	0	0	0	0	0	0	0	0	14	0	14	
Apr-2017	5	13	0	0	1	0	0	0	0	0	2	0	3	24	0	24	
May-2017	8	14	0	0	0	0	0	0	0	1	2	0	1	25	1	26	
Jun-2017	5	5	0	2	1	0	0	1	0	1	1	1	0	16	3	17	
Jul-2017	7	8	0	4	0	0	0	1	0	0	0	0	0	20	0	20	

**Closed Recerts: Form Submitted After Federal Due Date But Within 30 Days of End Cert, and Case Never Reopened**

Benefit End Month	Unprocessed recertification form	Recert app registered, but no evidence of any action taken on recertification app	Interview Scheduled for future (appointment is later than the report date)	No Interview Completed and No Interview Scheduled	Interview scheduled in past, no interview completed, no NOMI Sent	Interview completed and mandatory unverified verifications existed, NO RDOC issued	Unprocessed documents (scanned docs other than recert forms) in case record	Awaiting Supervisor Approval	Interview completed, RDOC issued, no unprocessed documents	NOMI issued, no interview completed	Scanned after recer review due	Awaiting Supervisor Approval with no interview scheduled/complete	Others	Total Dept Responsibility	Total Client Responsibility	Total All (Dept + Sec Rvw + Client)	Description/Comments
<b>Total All Months</b>	<b>183</b>	<b>426</b>	<b>6</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>12</b>	<b>2</b>	<b>620</b>	<b>4</b>	<b>86</b>	<b>1343</b>	<b>14</b>	<b>1270</b>	
Sep-2016	32	1	0	7	1	0	0	0	3	1	12	0	3	56	4	60	
Oct-2016	3	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3	
Nov-2016	19	38	0	1	0	0	0	0	1	64	1	2	2	125	1	126	
Dec-2016	20	106	0	1	0	0	0	2	2	0	38	0	3	170	2	172	
Jan-2017	15	74	0	1	0	0	0	0	3	0	60	1	4	155	3	158	
Feb-2017	10	53	0	1	0	0	0	0	2	0	58	1	3	126	2	128	
Mar-2017	15	17	0	3	0	0	0	0	0	0	88	0	8	132	0	132	
Apr-2017	14	49	0	1	0	0	0	0	0	0	100	0	28	192	0	192	
May-2017	21	71	0	1	0	0	0	0	2	0	104	0	34	231	2	233	
Jun-2017	14	16	0	2	0	0	0	0	0	0	34	0	0	66	0	66	
Jul-2017	20	1	0	1	0	0	0	0	2	0	62	1	0	87	0	87	



Closed cases for failure to submit interim report, report form submitted within actionable timeframe, case never reopened.

**Baseline Overdue Unprocessed Interim Reports**

Benefit End Month	Closed cases for failure to submit interim report, case never reopened, interim report submitted prior to closing	Comments:
<b>Total All</b>	<b>8,870</b>	
Jul-17	1,384	
Jun-2017	1,719	
May-2017	1,061	
Apr-2017	1,552	
Mar-17	1,399	
Feb-17	1,357	
Jan-17	159	
Dec-2016	170	
Nov-2016	4	
Oct-2016	9	
Sep-2016	56	

Unprocessed SNAP Verifications and Change Documents	Description/Comments
---	----------------------

Baseline Overdue Unprocessed Verifications/Change Documents equals total over 10 days.

Days Pending - Case Maintenance								This table displays counts of unprocessed (Available/Reviewed) scanned documents received by
	10 days or fewer	11 - 30	31 - 60	61 - 90	91 - 120	120+	Total over 10 days	
5/30/2017	3,452	7,736	13,239	8,376	5,176	8,209	42,736	
6/5/2017	3,581	7,971	13,357	8,455	5,226	8,285	43,294	
6/12/2017	3,673	8,247	13,499	8,535	5,248	8,477	44,006	
6/19/2017	3,707	8,322	13,531	8,494	5,200	8,576	44,123	
6/26/2017	3,731	8,345	13,458	8,452	5,191	8,651	44,097	
7/3/2017	3,907	6,745	8,060	8,819	10,213	16,373	50,210	
7/10/2017	3,285	8,013	7,229	8,327	10,055	18,191	51,815	
7/17/2017	4,938	8,705	6,770	7,425	9,457	19,998	52,355	
7/24/2017	5,466	7,907	8,502	7,254	8,531	22,196	54,390	
7/31/2017	5,013	9,054	9,538	6,838	7,363	23,673	56,466	
8/7/2017	4,818	10,748	9,855	6,431	7,118	25,020	59,172	
8/14/2017	4,679	10,950	12,271	6,081	6,323	26,230	61,855	

Days Pending - Documents Pertaining to Recertifications								This table displays counts of unprocessed (Available/Reviewed) scanned documents received by
	10 days or fewer	11 - 30	31 - 60	61 - 90	91 - 120	120+	Total over 10 days	
5/30/2017	1063	3290	5980	4439	2050	3109	18,868	
6/5/2017	1003	3171	5896	4400	2028	3095	18,590	
6/12/2017	968	3029	5815	4372	2024	2994	18,234	
6/19/2017	948	2993	5841	4440	2102	2947	18,323	
6/26/2017	948	2998	5917	4485	2121	2878	18,399	
7/3/2017	1803	2738	1715	3379	5579	7600	21,011	
7/10/2017	1146	3066	1405	3220	4880	8535	21,106	
7/17/2017	2813	2789	1414	2597	4222	9748	20,770	
7/24/2017	2912	3127	1733	1874	3419	11387	21,540	
7/31/2017	2165	4342	2042	1438	2878	12370	23,070	
8/7/2017	1785	4945	2184	1288	2758	12636	23,811	
8/14/2017	1604	4199	3142	1132	2332	13187	23,992	

Days Pending - Documents Pertaining to Initial Applications (non-recerts)								This table displays counts of unprocessed (Available/Reviewed) scanned documents received by
	10 days or fewer	11 - 30	31 - 60	61 - 90	91 - 120	120+	Total over 10 days	
5/30/2017	250	217	156	42	17	16	448	
6/5/2017	114	94	141	34	17	16	302	
6/12/2017	56	110	135	33	17	16	311	
6/19/2017	38	69	136	33	14	18	270	

6/26/2017	41	74	136	37	10	18	275
7/3/2017	305	425	104	109	58	34	730
7/10/2017	160	297	117	62	109	39	624
7/17/2017	143	203	126	61	108	47	545
7/24/2017	135	127	150	69	115	57	518
7/31/2017	165	148	97	68	95	76	484
8/7/2017	100	145	83	63	54	129	474
8/14/2017	97	112	92	35	46	116	401

**List of Different Types of Documents Comprising Above Chart (to be updated with each week's data)**

Unprocessed Unidentified Documents								Description/Comments
<b>Baseline Overdue Unprocessed Unidentified Documents equals total over 10 days.</b>								
	10 days or fewer	11 - 30	31 - 60	61 - 90	91 - 120	120+	Total over 10 days	This table displays counts of unprocessed (Available/Reviewed)
5/30/2017	101	363	371	1522	426	503	3,185	
6/5/2017	101	362	371	1521	426	503	3,183	
6/12/2017	101	362	371	1520	426	501	3,180	
6/19/2017	43	86	156	852	171	206	1,471	
6/26/2017	43	86	156	852	171	206	1,471	
7/3/2017	44	166	159	131	182	1151	1,789	
7/10/2017	37	142	192	125	135	1228	1,822	
7/17/2017	45	116	165	176	120	1260	1,837	
7/24/2017	41	91	210	167	118	1289	1,875	
7/31/2017	49	78	218	151	126	1322	1,895	
8/8/2017	58	88	189	176	122	1351	1,926	
8/14/2017	36	102	161	200	120	1370	1,953	

**List of Different Types of Documents Comprising Above Chart (to be updated with each week's data)**

See next tab

CASE_DOCUMENT	TASK_DESCRIPTION	New Count	% of Total New Count
Case_Maintenance	Activities of Daily Living	1	0.00%
Case_Maintenance	American Indian card I-872	9	0.01%
Case_Maintenance	American Indian Verification	50	0.05%
Case_Maintenance	Appeals Supporting Document	133	0.14%
Case_Maintenance	Appeals/Request for Hearing	363	0.38%
Case_Maintenance	Asset Verification	2,999	3.18%
Case_Maintenance	Authorization to Release Information	30	0.03%
Case_Maintenance	Authorization/Invoice	1	0.00%
Case_Maintenance	Bank or financial institution statement	440	0.47%
Case_Maintenance	Bankruptcy Notice	3	0.00%
Case_Maintenance	Benefit award letter	113	0.12%
Case_Maintenance	Benefit Notice	9	0.01%
Case_Maintenance	Birth Certificate	3,074	3.26%
Case_Maintenance	Book Keeping Records	1	0.00%
Case_Maintenance	Certificate of Naturalization	14	0.01%
Case_Maintenance	Change Report Form	3,460	3.67%
Case_Maintenance	Checkstubs or Earnings Statement	71	0.08%
Case_Maintenance	Child Care Document	150	0.16%
Case_Maintenance	Child Care Need Verification	1	0.00%
Case_Maintenance	Child Care Provider Verification	2	0.00%
Case_Maintenance	Child Custody Order	7	0.01%
Case_Maintenance	Child Support Document	260	0.28%
Case_Maintenance	Child support paternity records	10	0.01%
Case_Maintenance	Citizenship/Immigration Document	1,814	1.92%
Case_Maintenance	Confirmation Papers	37	0.04%
Case_Maintenance	Copayment verification	2	0.00%
Case_Maintenance	Copy of receipt	7	0.01%
Case_Maintenance	Court Documents	7	0.01%
Case_Maintenance	Court order	9	0.01%
Case_Maintenance	Court record or other legal document	4	0.00%
Case_Maintenance	Court records or other legal document	2	0.00%
Case_Maintenance	Current bill/receipt/money order/cancelled check	27	0.03%
Case_Maintenance	Current lease or rental agreement	5	0.01%
Case_Maintenance	Current statement from bank or financial institution	1	0.00%
Case_Maintenance	Day care provider statement	1	0.00%
Case_Maintenance	Death Certificate	5	0.01%
Case_Maintenance	Death/Funeral Document	127	0.13%
Case_Maintenance	Disability/Medical Document	1,871	1.98%
Case_Maintenance	Discontinue/Withdrawal Request	74	0.08%
Case_Maintenance	Disqualification Consent Agreement	7	0.01%
Case_Maintenance	Divorce Decree	2	0.00%
Case_Maintenance	Doctor of Medicine (MD/DO) - Written statement	3	0.00%
Case_Maintenance	Doctorate Degree Seen	1	0.00%
Case_Maintenance	Driver's License	2,609	2.76%
Case_Maintenance	Education Document	206	0.22%
Case_Maintenance	Employer statement	32	0.03%
Case_Maintenance	Employer statement showing dates of employment	15	0.02%
Case_Maintenance	Employment Authorization Card (I-688B)	19	0.02%
Case_Maintenance	Employment Letter	30	0.03%
Case_Maintenance	Expense (Medical/Housing/etc.)	8,961	9.49%
Case_Maintenance	Food Replacement Affidavit	30	0.03%
Case_Maintenance	Fuel Bills	35	0.04%
Case_Maintenance	Funeral Home Statement	5	0.01%
Case_Maintenance	Government pension receipt based on permanent disability/blindness	1	0.00%
Case_Maintenance	GPA Burial	3	0.00%
Case_Maintenance	Guardian/Conservator Court Appointment Letter	1	0.00%
Case_Maintenance	Health Insurance Card	126	0.13%
Case_Maintenance	Health insurance premium notice	7	0.01%
Case_Maintenance	Health Insurance Verification	1,502	1.59%
Case_Maintenance	Hearing Decision and Order	1	0.00%
Case_Maintenance	Home Insurance Bill	5	0.01%
Case_Maintenance	Home owners insurance records	2	0.00%
Case_Maintenance	Hospital Birth Records	1	0.00%
Case_Maintenance	Hospital or public health record	2	0.00%
Case_Maintenance	Housing Catastrophic Documents	7	0.01%
Case_Maintenance	I-151 Alien Registration Receipt Card	51	0.05%
Case_Maintenance	I-551 stamp in a foreign passport or on USCIS Form I-94	2	0.00%
Case_Maintenance	Identity Verification	1,149	1.22%
Case_Maintenance	Immigration Document (Government Issued)	9	0.01%
Case_Maintenance	Incarceration Verification	68	0.07%
Case_Maintenance	Income tax records with receipts	2	0.00%
Case_Maintenance	Income Tax Returns	4	0.00%
Case_Maintenance	Income/Employment Document	8,213	8.70%
Case_Maintenance	Initial Asset Assessment Notice	1	0.00%
Case_Maintenance	Insurance company statement	30	0.03%
Case_Maintenance	Insurance record showing US birth at least 5 years old	1	0.00%
Case_Maintenance	Landlord statement	22	0.02%
Case_Maintenance	Lease	287	0.30%
Case_Maintenance	Legal birth certificate	1	0.00%
Case_Maintenance	Legal/Court Document	389	0.41%
Case_Maintenance	Letter from Landlord	31	0.03%
Case_Maintenance	Letter from Person who you pay room and board	38	0.04%
Case_Maintenance	Letter or document from person/agency making payment	58	0.06%

Case_Maintenance	Life Insurance Benefit Statement	8	0.01%
Case_Maintenance	Life Insurance Policy	10	0.01%
Case_Maintenance	Life Insurance Verification	2	0.00%
Case_Maintenance	Loan contract	7	0.01%
Case_Maintenance	MA63-Physician Examination Report	3	0.00%
Case_Maintenance	Marriage License	1	0.00%
Case_Maintenance	MART	393	0.42%
Case_Maintenance	Medicaid Supplemental Questionnaire	1	0.00%
Case_Maintenance	Medical Appointment Confirmation Notice	2	0.00%
Case_Maintenance	Medical bill or receipt	161	0.17%
Case_Maintenance	Medical Documents	172	0.18%
Case_Maintenance	Medical Exam Report	17	0.02%
Case_Maintenance	Medical Needs	13	0.01%
Case_Maintenance	Medical Packet	2	0.00%
Case_Maintenance	Medical Services Authorization Notice	3	0.00%
Case_Maintenance	Medical-Social Questionnaire	1	0.00%
Case_Maintenance	Mid-Certification Contact Notice	2,352	2.49%
Case_Maintenance	Military Document	25	0.03%
Case_Maintenance	Military Documents	3	0.00%
Case_Maintenance	Mortgage Books/Records	4	0.00%
Case_Maintenance	Mortgage Breakdown Proof	4	0.00%
Case_Maintenance	Mortgage Company or Lender statement	17	0.02%
Case_Maintenance	Mortgage Papers	18	0.02%
Case_Maintenance	Naturalization Papers N-550/N-570	4	0.00%
Case_Maintenance	Non-Heating Utility Bills	7	0.01%
Case_Maintenance	Notice of Balance Due	4	0.00%
Case_Maintenance	Ob-gyn Clinical Nurse Specialist (NS) - Written statement	1	0.00%
Case_Maintenance	Ob-gyn Nurse Practitioner (NP) - Written Statement	1	0.00%
Case_Maintenance	Other	2,233	2.37%
Case_Maintenance	Other Asset verification	5	0.01%
Case_Maintenance	Other Citizenship Document	1	0.00%
Case_Maintenance	Other Date of Birth Verification	6	0.01%
Case_Maintenance	Other documentation showing SSN	3	0.00%
Case_Maintenance	Other Expense verification	40	0.04%
Case_Maintenance	Other Hearing Request	1	0.00%
Case_Maintenance	Other ID which provides a name and address	4	0.00%
Case_Maintenance	Other Identity Document	48	0.05%
Case_Maintenance	Other Immigration Document	2	0.00%
Case_Maintenance	Other Income verification	134	0.14%
Case_Maintenance	Other Medical Insurance Document	5	0.01%
Case_Maintenance	Other Non-Financial verification	4	0.00%
Case_Maintenance	Other Release of Information	4	0.00%
Case_Maintenance	Other Shelter verification	51	0.05%
Case_Maintenance	Other unspecified document	134	0.14%
Case_Maintenance	Other unspecified written statement	104	0.11%
Case_Maintenance	Other Vital Packet verification	3	0.00%
Case_Maintenance	Out of State Benefit Status	84	0.09%
Case_Maintenance	Pay Stub	6,182	6.55%
Case_Maintenance	Permanent Resident Alien Declarator	27	0.03%
Case_Maintenance	Physician's statement of disability	3	0.00%
Case_Maintenance	Policy Decision	7	0.01%
Case_Maintenance	Proof of Child Care Income	1	0.00%
Case_Maintenance	Property Tax records	10	0.01%
Case_Maintenance	Property Unit Proof	192	0.20%
Case_Maintenance	Provider statement of expense	2	0.00%
Case_Maintenance	Psychiatric/Psychological Examination Report	1	0.00%
Case_Maintenance	Recertification/Renewal (DHS-1010)	2	0.00%
Case_Maintenance	Registered Nurse (RN) - Written Statement	1	0.00%
Case_Maintenance	Release document showing release date	5	0.01%
Case_Maintenance	Rent receipt showing amount,address,landlord,rente	197	0.21%
Case_Maintenance	Rent/mortgage receipt	269	0.28%
Case_Maintenance	Repay Agreement	4	0.00%
Case_Maintenance	Residency Verification	4,503	4.77%
Case_Maintenance	Returned Mail	861	0.91%
Case_Maintenance	RSDI Award Letter if DOB included	2	0.00%
Case_Maintenance	School photo ID	1	0.00%
Case_Maintenance	School Statement	11	0.01%
Case_Maintenance	School Transcript	3	0.00%
Case_Maintenance	SDA/SSI Referral Checklist	14	0.01%
Case_Maintenance	Self-Employment Income and Expense Statement	2	0.00%
Case_Maintenance	Sewer and Water Bills	18	0.02%
Case_Maintenance	Social Case Work Document	1,383	1.47%
Case_Maintenance	Social Security Card	2,956	3.13%
Case_Maintenance	Social Security Records	173	0.18%
Case_Maintenance	Social Summary	47	0.05%
Case_Maintenance	Social Summary Update	13	0.01%
Case_Maintenance	Social Work Document	1	0.00%
Case_Maintenance	SSI receipt based on disability/blindness	19	0.02%
Case_Maintenance	State Issued Driver's License	2	0.00%
Case_Maintenance	State Issued Photo ID	12	0.01%
Case_Maintenance	Statement of value from issuer/holder/plan administrator (minus early withdrawal penalty)	1	0.00%
Case_Maintenance	Stock certificate	1	0.00%
Case_Maintenance	Tax Return	20	0.02%
Case_Maintenance	Telephone Bills document	26	0.03%

Case_Maintenance	Trust/Annuity Evaluation	2	0.00%
Case_Maintenance	U.S. Citizen ID Card I-197/I-179	3	0.00%
Case_Maintenance	U.S. Passport	20	0.02%
Case_Maintenance	Unearned Income Notice (Application)	2	0.00%
Case_Maintenance	Unearned Income Notice (Redetermination)	2	0.00%
Case_Maintenance	Utility Bill	4,076	4.32%
Case_Maintenance	VA 100% disability statement	2	0.00%
Case_Maintenance	Vehicle Documents	42	0.04%
Case_Maintenance	Verification Checklist	4	0.00%
Case_Maintenance	Verification of Application or Appeal for SSI/RSD	2	0.00%
Case_Maintenance	Verification of Employment	12	0.01%
Case_Maintenance	Verification of Imprisonment	1	0.00%
Case_Maintenance	Verification of Social Security Income	99	0.10%
Case_Maintenance	Verification of Student Informatior	1	0.00%
Case_Maintenance	Verification of VA Payments	1	0.00%
Case_Maintenance	Verification of Wages	6	0.01%
Case_Maintenance	Voter registration card	1	0.00%
Case_Maintenance	Waiver Enrollment Form	1	0.00%
Case_Maintenance	Work Schedule	10	0.01%
Case_Maintenance	Worker Documentation Record	7	0.01%
Initial_Applicator	Asset Verification	12	0.01%
Initial_Applicator	Birth Certificate	34	0.04%
Initial_Applicator	Change Report Form	9	0.01%
Initial_Applicator	Child Support Document	4	0.00%
Initial_Applicator	Citizenship/Immigration Document	25	0.03%
Initial_Applicator	Disability/Medical Document	12	0.01%
Initial_Applicator	Driver's License	28	0.03%
Initial_Applicator	Expense (Medical/Housing/etc.)	69	0.07%
Initial_Applicator	Health Insurance Verification	10	0.01%
Initial_Applicator	I-151 Alien Registration Receipt Card	1	0.00%
Initial_Applicator	Identity Verification	10	0.01%
Initial_Applicator	Immigration Document (Government Issued)	1	0.00%
Initial_Applicator	Income/Employment Document	58	0.06%
Initial_Applicator	Interim Report (DHS-1046)	12	0.01%
Initial_Applicator	Legal/Court Document	3	0.00%
Initial_Applicator	Medical bill or receipt	1	0.00%
Initial_Applicator	Other	21	0.02%
Initial_Applicator	Other Income verification	1	0.00%
Initial_Applicator	Out of State Benefit Status	4	0.00%
Initial_Applicator	Pay Stub	38	0.04%
Initial_Applicator	Permanent Resident Alien Declarator	1	0.00%
Initial_Applicator	Recertification/Renewal (DHS-1010)	7	0.01%
Initial_Applicator	Rent/mortgage receipt	1	0.00%
Initial_Applicator	Residency Verification	40	0.04%
Initial_Applicator	Returned Mail	5	0.01%
Initial_Applicator	Social Case Work Document	5	0.01%
Initial_Applicator	Social Security Card	44	0.05%
Initial_Applicator	Utility Bill	42	0.04%
Recertification	American Indian Verification	7	0.01%
Recertification	Appeals Supporting Document	58	0.06%
Recertification	Appeals/Request for Hearing	27	0.03%
Recertification	Asset Verification	758	0.80%
Recertification	Authorization to Release Informatior	5	0.01%
Recertification	Authorization/Invoice	1	0.00%
Recertification	Bank or financial institution statemen	75	0.08%
Recertification	Benefit award letter	37	0.04%
Recertification	Benefit Notice	4	0.00%
Recertification	Birth Certificate	877	0.93%
Recertification	Certificate of Naturalization	13	0.01%
Recertification	Change Report Form	717	0.76%
Recertification	Checkstubs or Earnings Statement	34	0.04%
Recertification	Child Care Document	66	0.07%
Recertification	Child Care Education Verificator	1	0.00%
Recertification	Child Care Need Verification	1	0.00%
Recertification	Child Custody Order	2	0.00%
Recertification	Child Support Document	126	0.13%
Recertification	Child support paternity records	4	0.00%
Recertification	Child welfare records	1	0.00%
Recertification	Citizenship/Immigration Document	509	0.54%
Recertification	Claim of Good Cause - Child Support	1	0.00%
Recertification	Confirmation Papers	11	0.01%
Recertification	Copy of receipt	1	0.00%
Recertification	Court Documents	6	0.01%
Recertification	Court order	2	0.00%
Recertification	Court record or other legal document	3	0.00%
Recertification	Current bill/receipt/money order/cancelled check	7	0.01%
Recertification	Current lease or rental agreement	6	0.01%
Recertification	Day care provider statement	2	0.00%
Recertification	Death Certificate	1	0.00%
Recertification	Death/Funeral Document	26	0.03%
Recertification	Disability/Medical Document	403	0.43%
Recertification	Discontinue/Withdrawal Request	11	0.01%
Recertification	Driver's License	686	0.73%
Recertification	Education Document	118	0.12%

Recertification	Employer statement	17	0.02%
Recertification	Employer statement showing dates of employment	8	0.01%
Recertification	Employment Authorization Card (I-688B)	23	0.02%
Recertification	Employment Letter	16	0.02%
Recertification	Expense (Medical/Housing/etc.)	4,344	4.60%
Recertification	Food Replacement Affidavit	7	0.01%
Recertification	Fuel Bills	11	0.01%
Recertification	Health Insurance Card	11	0.01%
Recertification	Health insurance premium notice	2	0.00%
Recertification	Health Insurance Verification	414	0.44%
Recertification	Home owners insurance records	1	0.00%
Recertification	I-151 Alien Registration Receipt Card	20	0.02%
Recertification	I-551 stamp in a foreign passport or on USCIS Form I-94	1	0.00%
Recertification	Identity Verification	397	0.42%
Recertification	Immigration Document (Government Issued)	1	0.00%
Recertification	Incarceration Verification	19	0.02%
Recertification	Income tax records with receipts	2	0.00%
Recertification	Income Tax Returns	1	0.00%
Recertification	Income/Employment Document	3,323	3.52%
Recertification	Insurance company statement	8	0.01%
Recertification	Landlord statement	10	0.01%
Recertification	Lease	81	0.09%
Recertification	Legal/Court Document	127	0.13%
Recertification	Letter from Landlord	6	0.01%
Recertification	Letter from Person who you pay room and board	21	0.02%
Recertification	Letter or document from person/agency making payment	15	0.02%
Recertification	Life Insurance Policy	1	0.00%
Recertification	Life Insurance Verification	3	0.00%
Recertification	Loan contract	2	0.00%
Recertification	MA63-Physician Examination Report	1	0.00%
Recertification	Marriage License	1	0.00%
Recertification	MART	35	0.04%
Recertification	Medical bill or receipt	23	0.02%
Recertification	Medical Documents	37	0.04%
Recertification	Medical Exam Report	1	0.00%
Recertification	Medical Needs	3	0.00%
Recertification	Mid-Certification Contact Notice	61	0.06%
Recertification	Military Document	11	0.01%
Recertification	Mortgage Books/Records	3	0.00%
Recertification	Mortgage Breakdown Proof	1	0.00%
Recertification	Mortgage Company or Lender statement	12	0.01%
Recertification	Mortgage Papers	4	0.00%
Recertification	Naturalization Papers N-550/N-57C	1	0.00%
Recertification	Non-Heating Utility Bills	3	0.00%
Recertification	Other	680	0.72%
Recertification	Other Asset verification	4	0.00%
Recertification	Other Expense verification	24	0.03%
Recertification	Other ID which provides a name and address	4	0.00%
Recertification	Other Identity Document	23	0.02%
Recertification	Other Immigration Document	1	0.00%
Recertification	Other Income verification	63	0.07%
Recertification	Other Release of Information	2	0.00%
Recertification	Other Shelter verification	12	0.01%
Recertification	Other unspecified document	55	0.06%
Recertification	Other unspecified written statement	49	0.05%
Recertification	Other Vital Packet verification	4	0.00%
Recertification	Out of State Benefit Status	7	0.01%
Recertification	Owner Occupied Proof	1	0.00%
Recertification	Pay Stub	3,213	3.40%
Recertification	Permanent Resident Alien Declaration	17	0.02%
Recertification	Physician Records	1	0.00%
Recertification	Proof of Other Document	17	0.02%
Recertification	Property Tax records	1	0.00%
Recertification	Property Unit Proof	51	0.05%
Recertification	Psychiatric/Psychological Examination Report	1	0.00%
Recertification	Release document showing release date	1	0.00%
Recertification	Rent receipt showing amount, address, landlord, renter	61	0.06%
Recertification	Rent/mortgage receipt	123	0.13%
Recertification	Repay Agreement	2	0.00%
Recertification	Residency Verification	2,218	2.35%
Recertification	Returned Mail	1,129	1.20%
Recertification	School Statement	11	0.01%
Recertification	School Transcript	1	0.00%
Recertification	SDA/SSI Referral Checklist	2	0.00%
Recertification	Self Service Additional income	4	0.00%
Recertification	Self Service Child Support expense	1	0.00%
Recertification	Self Service Dependency care expense	1	0.00%
Recertification	Self Service Disability	5	0.01%
Recertification	Self Service Education	3	0.00%
Recertification	Self Service Employment Income	9	0.01%
Recertification	Self Service Household Information	1	0.00%
Recertification	Self Service Liquid Asset	1	0.00%
Recertification	Self Service Medical bill expense	2	0.00%
Recertification	Self Service Medicare expense	1	0.00%

Recertification	Self Service Person Address	1	0.00%
Recertification	Self Service Person Details	1	0.00%
Recertification	Self Service Room and Board Expense	2	0.00%
Recertification	Self Service Shelter expense	7	0.01%
Recertification	Self Service Utility expense	3	0.00%
Recertification	Sewer and Water Bills	4	0.00%
Recertification	Shelter Verification	3	0.00%
Recertification	Social Case Work Document	171	0.18%
Recertification	Social Security Card	1,010	1.07%
Recertification	Social Security Records	32	0.03%
Recertification	Social Summary	12	0.01%
Recertification	Social Summary Update	6	0.01%
Recertification	SSI receipt based on disability/blindness	5	0.01%
Recertification	State Issued Driver's License	1	0.00%
Recertification	State Issued Photo ID	4	0.00%
Recertification	Statement from utility provider	3	0.00%
Recertification	Tax Return	16	0.02%
Recertification	Telephone Bills document	6	0.01%
Recertification	TMA Earned Income Report	1	0.00%
Recertification	U.S. Citizen ID Card I-197/I-179	1	0.00%
Recertification	U.S. Passport	16	0.02%
Recertification	Utility Bill	2,745	2.91%
Recertification	VA 100% disability statement	1	0.00%
Recertification	Vehicle Documents	17	0.02%
Recertification	Verification Checklist	2	0.00%
Recertification	Verification of Employment	12	0.01%
Recertification	Verification of Imprisonment	1	0.00%
Recertification	Verification of Social Security Income	21	0.02%
Recertification	Verification of Student Informator	1	0.00%
Recertification	Verification of VA Payments	1	0.00%
Recertification	Verification of Wages	3	0.00%
Recertification	Work Schedule	2	0.00%
Recertification	Worker Documentation Record	6	0.01%
Unidentified	Appeals Supporting Document	2	0.00%
Unidentified	Application (DHS-2 or other)	537	0.57%
Unidentified	Asset Verification	260	0.28%
Unidentified	Authorization to Release Informator	3	0.00%
Unidentified	Authorization/Invoice	1	0.00%
Unidentified	Bank or financial institution statement	7	0.01%
Unidentified	Benefit award letter	2	0.00%
Unidentified	Benefit Notice	2	0.00%
Unidentified	Birth Certificate	317	0.34%
Unidentified	Birth record/affidavit from tribal official - person at least 50% American Indian	1	0.00%
Unidentified	CCAP Provider Attendance Sheet	68	0.07%
Unidentified	Certificate of Naturalization	1	0.00%
Unidentified	Change Report Form	16	0.02%
Unidentified	Checkstubs or Earnings Statement	9	0.01%
Unidentified	Child Care Document	1	0.00%
Unidentified	Child Care Provider Application	2	0.00%
Unidentified	Child Support Document	2	0.00%
Unidentified	Citizenship/Immigration Document	19	0.02%
Unidentified	Collateral contact	2	0.00%
Unidentified	Copy of receipt	1	0.00%
Unidentified	Court record or other legal document	1	0.00%
Unidentified	Death/Funeral Document	4	0.00%
Unidentified	Department and Client Error Information and Repay Agreement	1	0.00%
Unidentified	Disability/Medical Document	30	0.03%
Unidentified	Discontinue/Withdrawal Request	1	0.00%
Unidentified	Doctor of Medicine (MD/DO) - Written statement	1	0.00%
Unidentified	Driver's License	30	0.03%
Unidentified	Employer statement	1	0.00%
Unidentified	Employer statement showing dates of employment	1	0.00%
Unidentified	Employment Letter	1	0.00%
Unidentified	Expense (Medical/Housing/etc.)	45	0.05%
Unidentified	Food Replacement Affidavit	1	0.00%
Unidentified	Fuel Bills	1	0.00%
Unidentified	Funeral Home Statement	2	0.00%
Unidentified	Health Insurance Card	2	0.00%
Unidentified	Health Insurance Verification	7	0.01%
Unidentified	HIX Single Streamlined Application	1	0.00%
Unidentified	Housing Catastrophic Documents	1	0.00%
Unidentified	I-151 Alien Registration Receipt Card	3	0.00%
Unidentified	I-551 stamp in a foreign passport or on USCIS Form I-94	1	0.00%
Unidentified	I-766 U.S. Citizenship and Immigration Services (USCIS) issues Employment Authorization Documents	1	0.00%
Unidentified	Identity Verification	15	0.02%
Unidentified	Incarceration Verification	1	0.00%
Unidentified	Income/Employment Document	66	0.07%
Unidentified	Interim Report (DHS-1046)	20	0.02%
Unidentified	Lease	1	0.00%
Unidentified	Legal/Court Document	8	0.01%
Unidentified	Letter from Landlord	1	0.00%
Unidentified	Letter or document from person/agency making payment	2	0.00%
Unidentified	MART	2	0.00%
Unidentified	Medical bill or receipt	1	0.00%

