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Assign the longest certification period possible based on the client's circumstances. See the specific program provisions below for the maximum length of certification periods for each program.

Certify people for less than the maximum time to coincide with expected changes or another program's review date. The client's review date should, if possible, be the same for all programs.

- If you are determining eligibility for 2 cash programs at the same time, the review date must be the same.
- If 1 cash program is active and you are adding any other program, you must either:
  - Review eligibility for the active cash program at the time you add the other program.
  - OR
  - Set the review date for the program you are adding to the same review date as the existing cash program.

EXCEPT for individual GA participants without a verified residence address, the certification period conforms to calendar months. Count the month of application as the 1st month of the certification period unless the client is not eligible in that month. The certification period ends at 12:01 a.m. on the 1st day of the month following the last month of the certification period.

See [0009.03.03 \(When to Adjust the Length of Certification\)](#).

**MFIP, MSA, GRH:**

Recertify eligibility at least once every 12 months.

**DWP:**

No provisions.

**SNAP:**

Follow the guidance below to determine the recertification period for each SNAP unit. Some units may have their recertification period set for less months than listed below to align with another program's review date, or it appears the unit will be ineligible for SNAP in the near future.

When a recertification is set for less than 12 months, CASE/NOTEs must be completed to document the reason for the shorter certification period. No unit should have a recertification period longer than 24 months.

**Change Reporters**

- Change reporting units with earned income must be recertified every 6 months.
- Change reporting units when all adult members are elderly or disabled and do not have earned income must be recertified every 24 months. You must have contact with these units at least every 12 months, to remind them of when they must report changes and what changes must be reported. For MAXIS instructions, see TEMP Manual TE02.08.165 (SNAP Aged/Disabled 12 Month Contacts).
- All other change reporting units must be recertified every 12 months.

**Six-Month Reporters**

- Six-month reporting units must be recertified every 12 months.

**GA:**

Follow MFIP with the following EXCEPTION: A county agency or Tribal Nation may choose to certify eligibility weekly for individual participants who are without a verified residence address. See [0024.03.03 \(When Benefits Are Paid -](#)

[SNAP/MSA/GA/GRH\) 0024.04.09 \(GA Weekly Issuance\)](#). A county agency or Tribal Nation which chooses to recertify eligibility weekly must use a form approved by DHS for weekly recertification and NOT use the [Combined Application Form \(CAF\) \(DHS-5223\) \(PDF\)](#).