kynect benefits

SNAP Application and Recertification Process

As a Community Partner in the SNAP Assistance Program, you will encounter scenarios with Residents that require knowledge of Supplemental Nutrition Assistance Program (SNAP) policies and procedures. Specifically, you are expected to **understand and explain SNAP Application and Recertification processes** to Residents to ensure they understand.

Application Process

Applicants will have **30 days from the date they start an application** to complete the application, conduct an interview with DCBS staff, and return all required proof. They will receive a **letter or electronic notice** informing them of the requirements, and the proof needed.

- If they do not complete the required steps by close of business **on the 30th day, their application will be denied.**

- Unless the applicant qualifies for expedited "emergency" benefits, they will **not receive benefits until their case is complete** and approved.

- If any changes are made to the case while it is still pending, the applicant is given an **additional 10 days from the original due date to return mandatory verification**.

Recertification Process

Recipients can initiate a recertification as early as the **25th of the previous month** before the recert is due and up to the **15th of the renewal month** for the household's SNAP benefits to be timely.

- They **must complete a recertification interview** with DCBS staff and return all required proof by close of business on the last day of the recertification month.

- If the recipient recertifies timely (by the 15th of the month) they will have **no interruption in their benefits**.

- If the recipient does NOT recertify timely (by the end of the month) their **benefits will stop** and they will have to reapply

- If the recert is NOT initiated by the 15th of the month the recert is due, recipients will have 30 days to complete the interview, and return required proof, **BUT recipients will not get benefits until that process is complete.**

Individuals must conduct an **interview with DCBS (by phone or in person) AND provide all required proof before benefits can be issued or continued**. Applying or recertifying with a kynector simply starts the process, thereby protecting the date they started to apply/recertify, and starting the clock on the whole process

✉ Who to Contact?

For questions or concerns regarding the SNAP Assistance Program, please email famsupportkynectors@ky.gov