

SUBJECT: FSP – Application Processing Timeliness on FNS-366B

TO: Food Stamp Program Directors
All Regions

For many years, FNS has collected data on timeliness in application processing on the FNS-366B, Program Activity Statement. However, we found the FNS-366B data regarding timeliness to be inconsistent and of questionable validity. Since October 2002, FNS has used the quality control (QC) data to collect information about timeliness.

On February 3, 2005, the Program Development Division issued a memo to you regarding the use of QC data to monitor States' application timeliness processing rates. On February 7, 2005, the Final Rule on High Performance Bonuses was published in the Federal Register, and included a provision regarding the use of QC data to determine each State's rate of application processing timeliness.

Accordingly, we are eliminating the application timeliness data on the FNS-366B, and instead will continue to rely on the QC data to determine States' application timeliness processing rates. Effective for Fiscal Year 2005 reporting, State agencies should not report certifications overdue in Section C of the FNS-366B and instead should leave all six overdue fields blank in that section. States must continue to report application approvals and denials. We are revising the FNS-366B (deleting these data elements) and have initiated action to obtain OMB approval.

Please notify your State agencies of this change. If there are any questions, please contact John Bedwell via e-mail or at (703) 305-2397.

Karen Walker
Director
Program Accountability Division

Cc: All Regional FM Directors
QCB
PDD
BUD

FNS:FSP:PAD:SAB:FileJohn'sworking files: 366BEndTime:jbedwell:dw:2-10-05: 703-305-2397

Revised:J:LynnJordan:366B Memo.PAD.doc