



HUMAN SERVICES
DEPARTMENT

Susana Martinez, Governor
Brent Earnest, Secretary
Mary Brogdon, Division Director

General Information Memorandum

ISD GI 18 - 28

TO: ISD Employees
FROM:  Mary Brogdon, Division Director
RE: College Students Residing on Campus with Meal Plans – Ineligible for SNAP
DATE: May 25, 2018

The following policy will be effective in ASPEN on May 30, 2018.

Once it has been determined that a college student is eligible to participate in SNAP per **8.139.400.11 NMAC (SPECIAL MEMBERS)**, the living arrangement of the college student must be reviewed. Per **8.139.400.11(A)(2)(e) NMAC**, students who reside on campus as defined at 34 CFR 668.46(a) and who have opted to or are required to purchase a meal plan which provides 50% or more of their meals are ineligible for SNAP in accordance with 7 CFR 273.1(b)(7)(vi).

College Housing includes but is not limited to dormitories, residential halls and apartments, etc. This regulation applies to the school semester/term, as defined by the institution, to which the student resides on campus and has a meal plan for that semester/term.

A review of NM Universities and Colleges has identified that students residing on campus (in dormitories/residential halls/apartments) are required to purchase meal plans which provide 50% or more of their meals. Client statement indicating college housing with a meal plan is acceptable. If the information is questionable, for example the college student who is residing in college housing states that he/she is not required to purchase a meal plan, this may be questionable, and if questionable, verification shall be requested.

The screenshots of ASPEN below, the *Living Arrangements Details* and the *Facility Information*, document the drop down choices available. The red highlighted selections are to be selected when a student is residing on campus (college housing) with a meal plan that provides 50% or more of the student's meals. This selection will deny the SNAP COE for the student that this applies to.

• When did the circumstance begin or change? 07 01 2013 When did the circumstance end? mm dd yyyy
 • When was the verification for the information received? 07 20 2013
 • When did the agency become aware of this information? 07 20 2013 • When did the client become aware? 07 20 2013

Living Arrangement Details

• Living Arrangement Type.
 • Does this living arrangement apply to everyone in household?
 Is the individual identified as chronically homeless?

- At home
- Boarding Arrangement
- College Housing**
- Domestic Violence Shelter
- Facility
- Foster Care
- Group Living Arrangement
- Halfway house
- Home for the aged
- Homeless
- Homeless Shelter
- House Arrest
- Jail
- Job Corps
- Licensed foster family home or group home
- Prison
- Public Institution
- Substance Abuse Treatment Center
- Temporarily living with friend or relative

Facility Information

Facility is a non profit organization?
 Individual/student receives 1/2 meals
 Living in a residential shelter care fac

Facility Information

Facility is a non profit organization?

Facility is public institution?

Individual/student receives 1/2 meals from student meal plan or other source?

NO
 YES

Living in a residential shelter care facility or other group home licensed by DOH?

Please contact Rita Paz for additional information regarding this GI at 505-827-7286 or via e-mail at rita.paz@state.nm.us