

**INTERPRETIVE MEMO**

**3SquaresVT Rule Interpretation**

**Procedural Instruction**

This memo remains effective statewide until it is specifically superseded – either by a subsequent memo or by a contradictory rule with a later date.

Please file in your manual facing the page indicated below.

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This memo:  is new  replaces one dated 7/1/09

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**UPDATE: Simplified Reporting and Certification Periods**

Group	Certification period	Reporting system. What household must report.	When household must report changes.
Households where everyone is elderly or disabled, with no earnings, or on a fixed, unearned income.	24-month certification and 12-month report.	<p align="center"><b>Simplified Reporting</b></p> <p>When income equals or exceeds 130% FPL. Households with income already above 130% are not required to report changes until next certification.</p> <p>(Anytime a household reports a change in income, they are required to report all changes in their circumstances.)</p>	No later than the 10 <sup>th</sup> day of the month after the month of the change.
Households with stable circumstances, including <ul style="list-style-type: none"> <li>• elderly and disabled households with earnings,</li> <li>• homeless, and</li> <li>• migrant and seasonal farm worker households.</li> </ul>	12-month certification with a 6-month interim report.	<p align="center"><b>Simplified Reporting</b></p> <p>When income equals or exceeds 130% FPL. Households with income already above 130% are not required to report changes until next certification.</p> <p>(Anytime a household reports a change in income, they are required to report all changes in their circumstances.)</p>	No later than the 10 <sup>th</sup> day of the month after the month of the change.
ABAWDs and Households with no income	6-month certification.	<p align="center"><b>Simplified Reporting</b></p> <p>When income equals or exceeds 130% FPL (same as above)</p> <p align="center">or</p> <p>when ABAWD status changes (such as loss of job, work hours fall below 20 hours a week).</p>	No later than the 10 <sup>th</sup> day of the month after the month of the change.
Expedited households and others appearing likely to become ineligible in the near future.	1 to 2 month certification		No later than the 10 <sup>th</sup> day of the month after the month of the change.