



Interim Report FAQs

What is changing?

- In June, the Ohio Department of Job and Family Services (ODJFS) informed county agencies that they would allow a federal waiver in place since the start of the COVID-19 pandemic to expire. **Starting July 1, 2022**, ODJFS will be reinstating Interim Reports for families that receive food assistance through the Supplemental Nutrition Assistance Program (SNAP) as well as cash assistance through Ohio Works First (OWF).

What is an Interim Report?

- The State of Ohio requires all active SNAP recipients to complete an Interim Report halfway through their certification period to confirm they are still eligible for SNAP. That means if your Assistance Group or household is certified to receive SNAP for 12 months, your Interim Report will be due in the 6th month, and if you're certified for 24 months, your Interim Report will be due the 12th month.
- **Interim Reports are mandatory** and failure to complete or return timely can **result in termination of SNAP benefits** for the entire household or Assistance Group. [[OAC rule 5101:4-7-01](#)]

What changes do I need to include in an Interim Report?

- Assistance Group composition (all people in the household)
- Earned income (e.g., change in pay rate, salary or employment status)
- Unearned income of more than \$100
- Address and resulting changes in shelter and utility expenses
- Child support obligation
- Substantial lottery or gambling winnings

What is considered a “complete” Interim Report?

- All questions are answered
- Contains a valid signature
- Verification documents like a paystub copy are included or uploaded

How will I receive my Interim Report?

- Interim reports are mailed out by the State of Ohio the month prior to the month they are due to the mailing addressed listed on your case.
 - If you've recently moved, make sure you have updated your address with Franklin County Department of Job and Family Services
 - If you have an Authorized Representative for your case, a report will also be mailed to them.
- An Interim Report will also be sent to the online Ohio Benefits Self-Service Portal Message Center for cases linked to the Self-Service Portal.



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How do I return my Interim Report?

- The easiest way to return your Interim Report is to complete it online through the Ohio Benefits Self-Service Portal. Visit SSP.Benefits.Ohio.gov to access your account.
- You can also return applications to Franklin County Department of Job and Family Services by

- **EMAIL:** FRANKLIN-CDJFS-Verifications@jfs.ohio.gov

- **FAX:** 614-233-2398

- **DELIVER:**

Northland Center

1721 Northland Park Ave.

Columbus, Ohio, 43229

Dropbox Available 24/7

East Opportunity Center

1055 Mount Vernon Ave.

Columbus, Ohio, 43203

Weekdays 7:30AM – 5PM

West Opportunity Center

314 N. Wilson Road

Columbus, Ohio, 43204

Weekdays 7:30AM – 5PM

- **MAIL:**

Franklin County Department of Job and Family Services

1721 Northland Park Ave.

Columbus, Ohio 43229

- Remember, returning your Interim Report completed and on time will prevent your benefits from being terminated.

What if I return an incorrect or incomplete Interim Report?

- Franklin County JFS will send a Request for Contact with:
 - The information that is missing
 - And a date to return the information
- *Note: Incomplete Interim Report cannot be registered in the state eligibility system and will still be subject to benefit termination unless a completed Interim Report is submitted.*

What If I fail to return my Interim Report or turn it in late?

- Failure to return your Interim Report by the due date will result in your SNAP benefits being terminated for the entire Assistance Group or Household.
 - If you receive OWF cash assistance benefits as well, those will also be terminated.
- If you return your completed Interim Report within 30 days of termination, Franklin County JFS staff will be able to reinstate your benefits starting the day it was received. If you return your completed report more than 30 days after termination of benefits, we cannot reinstate benefits and you will need to re-apply for SNAP (and OWF).