



**RENEWAL Notice (Standard)**

Case Number: 118748866

Client ID: 3258944

HEATHER BOUNDS  
153 OLD STAGE RD SW  
MILLEDGEVILLE GA 31061-8184

DATE: 01/12/2024

Report Medicaid Fraud: 1-800-533-0686

It is time for us to review your eligibility for benefits.



Your Supplemental Nutrition Assistance Program (SNAP) case is due to close **02/29/2024**. In order to prevent this, your eligibility must be reviewed.



You may complete your renewal on-line beginning today.

To complete your on-line review form, please use the web site at [www.gateway.ga.gov](http://www.gateway.ga.gov). If you have not already done so, you will need to create an on-line account. You will need your **Client ID, 3258944**, which is also at the top of this notice, to activate your Georgia Gateway account. Click on the "RENEW MY BENEFITS" tab to complete your review.

If you need assistance renewing online, you may call the DFCS Contact Center at 1-877-423-4746.

If you require a pre-populated paper form, you may request one within 10 days from the date on this letter by calling 1-877-423-4746, email [PaperRenewalForm@dhs.ga.gov](mailto:PaperRenewalForm@dhs.ga.gov), or visit your local DFCS office at <https://dfcs.georgia.gov/locations> at the hours and locations posted. To ensure timely processing, please return by the 15th of the month of your renewal. You may return it to your local DFCS office or mail it back to DFCS Attn: Paper Renewal, PO BOX 4147, Atlanta, GA 30302.

You may file this renewal form with only your name, address and signature. **However, it will help us to process your renewal more quickly if you complete the entire form.**

- In order to continue receiving benefits without interruption, please submit your Georgia Gateway renewal online or paper renewal form.
- The renewal process is not complete without the interview.

Please complete your renewal on-line by following the steps above. Once your renewal is received you will be contacted by a worker to schedule your interview appointment.

- If you have not been contacted within 10 days of submitting your renewal, you may inquire online through your Georgia Gateway Account.
- Please send required verification of all income and expenses along with a copy of this letter to your local DFCS county office.
- For SNAP, if your renewal is not completed and received by the 15<sup>th</sup> of February, 2024 your benefits may be delayed the next month. If all household members are receiving SSI, you may renew your benefits at the local Social Security Office.

- If your case is not renewed by the end of **February, 2024** your case(s) will end on the last day of **February, 2024**.
- You have the right to ask for a fair hearing before a state administrative hearings officer if you do not agree with this decision. You may be represented at the hearing by a lawyer, relative, friend or anyone you choose. If you want a hearing, you must ask for the hearing in writing or by contacting the agency within **90 days** from the date of this notice for SNAP.

✓ **Important information:**

- **Policy** used to determine your eligibility can be found at <https://odis.dhs.ga.gov/General>.
- In accordance with Section 504 of the **Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA)**, the **Department of Human Services (DHS)** provides Reasonable Modifications and Communication Assistance to persons with disabilities. More information can be found at Notice of ADA/ Section 504 Rights, at <https://dfcs.georgia.gov/adasection-504-and-civil-rights>.
- In accordance with Federal laws and State policy, the **Department of Human Services (DHS)** is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, religion or political beliefs.
- **If you need help reading or completing this document or need help communicating with us**, ask us or call 1-877-423-4746. Our services, including interpreters, are free. If you are deaf, hard-of-hearing, deaf-blind or have difficulty speaking, you can call us at the number above by dialing 711 (Georgia Relay).
- **You have the right to ask for a fair hearing** to be conducted in the Office of State Administrative Hearings if you do not agree with this decision. You may be represented by a lawyer, relative, friend or anyone you choose at the hearing. You must ask for the hearing in writing, or by contacting the agency within:
  - o **90 days from the date of this notice for SNAP/Senior SNAP benefits.**
- **If you wish to continue receiving benefits while waiting for your hearing decision** you must request the hearing within 14 days from the date of this notice. However, if your case terminated at the end of a certification period, or if your application to receive benefits was denied, your benefits may not be continued.

**You may be able to get legal help at no cost. If you want a lawyer to help you, you may call one of the numbers below.**

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| 1. Georgia Legal Services Program<br>1-800-498-9469<br>(Statewide legal services, EXCEPT for the counties served by Atlanta Legal Aid)  | 2. Office of the State Long-Term Care Ombudsman<br>Division of Aging Services<br>2 Peachtree Street, NW, 32nd Floor, Atlanta,<br>GA 30303-3142<br>888-522-4464 |
| 3. Atlanta Legal Aid<br>404-377-0701 (DeKalb County)<br>678-407-6469 (Gwinnett County)<br>770-528-2565 (Cobb County)<br>404-524-5811 (Fulton County)<br>404-669-0233 (So Fulton/Clayton County) | 4. Georgia Senior Legal Hotline<br>1-888-257-9519<br>(Statewide legal services for elderly persons)  |

**Where the sole issue involved is one of State policy, group hearings may be conducted 42 C.F.R. § 431.222.**