

**STATE OF MICHIGAN  
MICHIGAN ADMINISTRATIVE HEARING SYSTEM  
ADMINISTRATIVE HEARINGS FOR THE  
DEPARTMENT OF HUMAN SERVICES**

**IN THE MATTER OF:**

[REDACTED]

Reg. No.: 14-001415  
Issue No.: 3002  
Case No.: [REDACTED]  
Hearing Date: May 29, 2014  
County: Oakland County DHS #2

**ADMINISTRATIVE LAW JUDGE:** Kevin Scully

**HEARING DECISION**

Following Claimant's request for a hearing, this matter is before the undersigned Administrative Law Judge pursuant to MCL 400.9 and 400.37; 7 CFR 273.15 to 273.18; 42 CFR 431.200 to 431.250; 45 CFR 99.1 to 99.33; and 45 CFR 205.10. After due notice, a telephone hearing was held on May 29, 2014, from Lansing, Michigan. Participants on behalf of Claimant included [REDACTED]. Participants on behalf of the Department of Human Services (Department) included [REDACTED] and [REDACTED].

**ISSUE**

Did the Department properly reduce the Claimant's Food Assistance Program (FAP) benefits for failure to verify his monthly shelter expenses?

**FINDINGS OF FACT**

The Administrative Law Judge, based on the competent, material, and substantial evidence on the whole record, finds as material fact:

1. The Claimant is an ongoing Food Assistance Program (FAP) recipient.
2. On April 1, 2014, the Department sent the Claimant a Verification Checklist (DHS-3503) requesting that he provide verification of his home rent by April 11, 2014.
3. On April 17, 2014, the Department notified the Claimant that it would reduce his Food Assistance Program (FAP) allotment to \$ [REDACTED].
4. On April 24, 2014, the Department received the Claimant's request for a hearing protesting the amount of his Food Assistance Program (FAP) benefits.

**CONCLUSIONS OF LAW**

Department policies are contained in the Department of Human Services Bridges Administrative Manual (BAM), Department of Human Services Bridges Eligibility Manual

(BEM), Department of Human Services Reference Tables Manual (RFT), and Department of Human Services Emergency Relief Manual (ERM).

The Food Assistance Program (FAP) [formerly known as the Food Stamp program] is established by the Food Stamp Act of 1977, as amended, 7 USC 2011 to 2036a and is implemented by the federal regulations contained in 7 CFR 273. The Department (formerly known as the Family Independence Agency) administers FAP pursuant to MCL 400.10, the Social Welfare Act, MCL 400.1-.119b, and Mich Admin Code, R 400.3001 to .3015.

Clients must cooperate with the local office in determining initial and ongoing eligibility. This includes the completion of necessary forms. Department of Human Services Bridges Assistance Manual (BAM) 105 (March 1, 2013), p 5. Verification means documentation or other evidence to establish the accuracy of the client's verbal or written statements. Department of Human Services Bridges Assistance Manual ([BAM](#) [130](#)) (May 1, 2012), p 1. Verification is usually required at application/redetermination and for a reported change affecting eligibility or benefit level when it is required by policy, required as a local office option, or information regarding an eligibility factor is unclear, inconsistent, incomplete, or contradictory. BAM 130. The Department uses documents, collateral contacts, or home calls to verify information. BAM 130. A collateral contact is a direct contact with a person, organization, or agency to verify information from the client. BAM 130. When documentation is not available, or clarification is needed, collateral contact may be necessary. BAM 130.

The Claimant was on ongoing Food Assistance Program (FAP) recipient when the Department sent the Claimant a Verification Checklist (DHS-3503) requesting that he provide verification of his home rent by April 11, 2014. When the Department did not receive the required information in a timely manner, it sent the Claimant notice on April 17, 2014, that it would reduce his monthly Food Assistance Program (FAP) allotment to \$██████.

The Department's representative testified that the Claimant was asked to provide verification of his shelter expense because the amount had not been updated in the Claimant's case file for a long period of time.

The Claimant testified that there had been no change in his monthly shelter expense and the Department had no reason to request verification.

This Administrative Law Judge finds that policy does not prohibit the Department from using its judgment when requesting Food Assistance Program (FAP) recipients provide verification of information necessary to determine their eligibility to receive benefits, and the Department was merely exercising its discretion when sending the Claimant the April 1, 2014, Verification Checklist (DHS-3503).

If a Food Assistance Program (FAP) recipient fails to verify a reported change in shelter, the Department will remove the old expense until the new expense is verified.


Department of Human Services Bridges Eligibility Manual (BEM) 554 (May 1, 2014), p 14.

When the Department made its justifiable request for verification of monthly shelter expenses and the Claimant failed to provide this required information in a timely manner, the Claimant's shelter expenses were considered unverified. Therefore, the Department was acting in accordance with BEM 554 when it removed these expenses from its determination of the Claimant's Food Assistance Program (FAP) eligibility.

The Administrative Law Judge, based on the above Findings of Fact and Conclusions of Law, and for the reasons stated on the record, if any, finds that the Department acted in accordance with Department policy when it reduced the Claimant's Food Assistance Program (FAP) benefits.

### **DECISION AND ORDER**

Accordingly, the Department's decision is **AFFIRMED**.

  
\_\_\_\_\_  
Administrative Law Judge  
for Maura Corrigan, Director  
Department of Human Services

Date Signed: **6/5/2014**

Date Mailed: **6/5/2014**

KS / hj

**NOTICE OF APPEAL:** A party may appeal this Hearing Decision in the circuit court in the county in which he/she resides, or the circuit court in Ingham County, within 30 days of the receipt date.

A party may request a rehearing or reconsideration of this Hearing Decision from the Michigan Administrative Hearing System (MAHS) within 30 days of the mailing date of this Hearing Decision, or MAHS may order a rehearing or reconsideration on its own motion.

MAHS may grant a party's Request for Rehearing or Reconsideration when one of the following exists:

- Newly discovered evidence that existed at the time of the original hearing that could affect the outcome of the original hearing decision;
- Misapplication of manual policy or law in the hearing decision which led to a wrong conclusion;

- Typographical, mathematical or other obvious error in the hearing decision that affects the rights of the client;
- Failure of the ALJ to address in the hearing decision relevant issues raised in the hearing request.

The party requesting a rehearing or reconsideration must specify all reasons for the request. MAHS will not review any response to a request for rehearing/reconsideration. A request must be *received* in MAHS within 30 days of the date this Hearing Decision is mailed.

A written request may be faxed or mailed to MAHS. If submitted by fax, the written request must be faxed to (517) 335-6088 and be labeled as follows:

Attention: MAHS Rehearing/Reconsideration Request

If submitted by mail, the written request must be addressed as follows:

Michigan Administrative Hearings  
Reconsideration/Rehearing Request  
P.O. Box 30639  
Lansing, Michigan 48909-07322

cc:

