



## State of New Jersey

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*Governor*

DEPARTMENT OF HUMAN SERVICES  
DIVISION OF FAMILY DEVELOPMENT  
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*Commissioner*

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TRENTON, NJ 08625-0716

NATASHA JOHNSON  
*Assistant Commissioner*

The following Decision is distributed for your information. This Decision has been made in consideration of the specific facts of this case. This Decision is not to be interpreted as establishing any new mandatory policy or procedure otherwise officially promulgated.

STATE OF NEW JERSEY  
DEPARTMENT OF HUMAN SERVICES

FINAL DECISION

OAL DKT. NO. HPW **06663-25 E.H.**

AGENCY DKT. NO. **C189644003 (BURLINGTON COUNTY BD. OF SOC. SVCS)**

Petitioner appeals from the Respondent Agency's denial of her application for Supplemental Nutritional Assistance Program ("SNAP") benefits. The Agency denied Petitioner's application for SNAP benefits, contending that Petitioner had failed to provide information and documentation necessary to determine eligibility. Because Petitioner appealed, the matter was transmitted to the Office of Administrative Law ("OAL") for a hearing. On June 23, 2025, the Honorable Advia Knight Foster, Administrative Law Judge ("ALJ"), held a plenary hearing, took testimony and admitted documents. On July 3, 2025, the ALJ issued an Initial Decision, affirming the Agency's determination.

Here, the record reveals that Petitioner completed an application for SNAP benefits on November 11, 2024. See Initial Decision at 2; see also Exhibit A at 1-11. On November 14, 2024, the Agency requested further information and documentation, specifically paystubs for the past thirty days to establish Petitioner's gross monthly income. See Initial Decision at 2; see also Exhibit A at 14. On December 10, 2024, the Agency denied Petitioner's SNAP benefits application, effective November 12, 2024, due to her failure to provide the requested thirty days of paystubs. See Initial Decision at 3; see also Exhibit A at 15. Petitioner testified that she submitted documentation, including income verification, timely and submitted screenshots purporting to support her assertions, however, the ALJ found that the screenshots depicting paystubs, dated November 16, 2024, was not in the work tracking system utilized by the Agency. See Initial Decision at 3; see also Exhibit P-1. Petitioner did submit paystubs on April 2, 2025; however, this was months after the due date of November 25, 2024. See Initial Decision at 3; see also Exhibit C.

In order to determine eligibility for SNAP benefits, mandatory verification of certain information is required, such as household income, both earned and unearned income. See N.J.A.C. 10:87-2.14, -2.19, -2.20. Without said verification of required information, SNAP eligibility cannot be determined or granted. Ibid. Following presentation of testimonial and documentary evidence in this case, the ALJ concluded that Petitioner had not provided the requested information required to be verified to determine eligibility, and as such, the Agency's denial of SNAP benefits to Petitioner was proper and must stand. See Initial Decision at 3-4; see also N.J.A.C. 10:87-2.14, -2.19, -2.20. I agree.

No Exceptions to the Initial Decision were received.

As Assistant Commissioner, Division of Family Development, Department of Human Services, I have considered the ALJ's Initial Decision, and following an independent review of the record, I concur with the ALJ's final conclusion in this matter and hereby ADOPT the Findings of Fact and Conclusion of Law.



By way of comment, Petitioner is without prejudice to reapply for SNAP benefits, if she has not already done so, but must timely provide all information and documentation requested in order to determine eligibility. Petitioner is advised to communicate directly with the Agency with regards to the applications and any required documentation.

Accordingly, the Initial Decision is hereby ADOPTED, and the Agency's determination is AFFIRMED.

Officially approved final version.

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Natasha Johnson  
Assistant Commissioner

