

Collect and approve HEAs July 1 to Oct. 1

Download and review Direct Certification July-October

Gather pool of approved applications as of Oct. 1

Verification Summary Report

Open to submit Nov. 1 to Dec. 15

Deadline is Dec. 15!

Oct. 1 - Nov. 15

**July 1 – Oct. 1** 

Nov. 15 – Dec. 15

Select 3% sample as of Oct. 1

Request documentation to support application

Review documentation to approve or deny benefits

**Contact household with Verification results**