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# Wisconsin FoodShare Resources and Reference Guide

## FoodShare Handbook

[**FoodShare Wisconsin Policy Handbook**](http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm#t=home.htm)

* [3.2.1 Residence](http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm#t=policy_files%2F3%2F3.2.1.htm)
* [3.3.1 Food Unit/FoodShare Assistance Group/Relationships](http://www.emhandbooks.wisconsin.gov/fsh/policy_files/3/3.3.1.htm)
* [3.12.1 Citizenship and Immigration Status](http://www.emhandbooks.wisconsin.gov/fsh/policy_files/3/3.12.1.htm)
* [3.16.1.3 Exemptions from the FoodShare Basic Work Rules](http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm#t=policy_files%2F3%2F3.16.1.htm)
* [3.16.1.7 Good Cause](http://www.emhandbooks.wisconsin.gov/fsh/policy_files/3/3.16.1.htm)
* [4.6.4 Medical Expenses](http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm#t=policy_files%2F4%2F46%2F4.6.4.htm)
* [8.1.2 Allotment for Monthly Net Income and FoodShare Assistance Group Size](http://www.emhandbooks.wisconsin.gov/fsh/fsh.htm#t=policy_files%2F8%2F81%2F8.1.2.htm)

## Messages to Help Overcome the Stigma of Accepting FoodShare

These messages can be used to help overcome the stigma of accepting FoodShare benefits:

* Emphasize it’s a nutrition program that could improve quality of life.
* Even the lowest amount ($23/month in 2024) = $276/year. Every little bit helps.
* Money saved on food can be used on other needs: medical expenses, household expenses, etc.
* If eligible, a person is entitled to benefits. They are not taking the benefit from someone else.
* Use of the benefit brings federal dollars to local communities. The benefit is not from state dollars.
* FoodShare can be used at Farmer’s Markets. Often, communities offer voucher programs that increase the value of FoodShare dollars at a farmer’s market.
* Use of the Quest card is discrete. It is like using a credit or debit card.
* Increasingly, online retailers accept the Quest card.

More Information: [Stores Accepting SNAP Online](https://www.fns.usda.gov/snap/online-purchasing-pilot) | [Food and Nutrition Service (usda.gov)](https://www.fns.usda.gov/)

## Application Process

### Application Methods

* Online through the [**ACCESS website**](https://access.wisconsin.gov/)
* Local [**Income Maintenance and Tribal Agencies**](https://www.dhs.wisconsin.gov/forwardhealth/imagency/index.htm)
* [**Local Aging and Disability Resource Center**](https://www.dhs.wisconsin.gov/adrc/consumer/index.htm)
* By completing a [**paper application**](https://www.dhs.wisconsin.gov/library/collection/F-16019)

### Required Documentation

* Proof of identity
* Proof of income
* Proof of residency

## Utility Credit Guide

If a household’s shelter and utility expenses are more than 50% of adjusted income\*, then the household qualified for shelter and utility deduction.

**Households that include elderly, blind, or disabled individuals have no maximum limit on shelter deductions.**

* [Standard Utility Credit Information (wisconsin.gov)](https://www.dhs.wisconsin.gov/publications/p00654.pdf)

## Using FoodShare Benefits

* [Stores Accepting SNAP Online | Food and Nutrition Service (usda.gov)](https://www.fns.usda.gov/snap/online-purchasing-pilot)
* [SNAP Retailers Database | Center on Budget and Policy Priorities (cbpp.org)](https://www.cbpp.org/snap-retailers-database#Wisconsin)

## Protecting FoodShare Benefits

* [Wisconsin FoodShare Security](https://www.dhs.wisconsin.gov/foodshare/security.htm)
* [Tips to protect your FoodShare benefits](https://www.dhs.wisconsin.gov/foodshare/security.htm)

## Managing FoodShare Benefits

* [ACCESS website](https://access.wisconsin.gov/access/)
* [MyACCESS mobile app](https://www.dhs.wisconsin.gov/forwardhealth/myaccess.htm)
* [ebtEDGE mobile app](https://www.fisglobal.com/en/ebtedgemobile)
* View balance and account activity
* Find eligible retailers

FoodShare cash benefits are deposited on recipient’s Electronic Benefits Transfer (EBT) card each month. This card is used much in the same way that a debit card is used. It’s also known as the Quest Card. If someone does not use the FoodShare deposited on their card, it will rollover and be available to them the next month. A person can carry a balance on their EBT card for up to 12 months.

Certification for FoodShare is valid for 6 months to 1 year. Each person who receives the benefit will be reviewed within this timeframe to re-determine eligibility. When there is a change to household size, income or address, a person has 10 days to report the change. Changes can be reported by contacting the Human Services office or using [**ACCESS website**](https://access.wisconsin.gov/access/)**.** More Information: [**Electronic Benefits Transfer (EBT) card or Quest Card**](https://www.dhs.wisconsin.gov/foodshare/ebt.htm)

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