



# Apply for Food Stamps Online

You can now apply for Food Stamps (FSP) and other services online! Here's how.

## Before You Get Started:

- Have a working computer with internet access.
- You will need the Social Security number of everyone in your household.
- You may want to get together your total household income (pay stubs, Social Security letters, VA benefits, educational scholarships, grants or loans, unemployment payments) and expenses (cost of caring for a dependent child, elderly, or disabled household member; medical expenses; rent and utilities; child support)
- Give yourself enough time for the application, perhaps 45 minutes.

## Step 1: Go Online

Go to [www.marylandsail.org](http://www.marylandsail.org)

## Step 2: Check Eligibility

If you aren't sure if you are eligible, you can use SAIL's prescreening tool. Click on "Am I Eligible". Most of the information you enter here will carry over if you choose to start an application.

## Step 3: Start Application

Click "Start/Update an Application" and then "Start New Application". Select "Food Stamps" and any other programs the applicant is interested in applying for.

## Step 4: Write Down Control ID #

When you start an application on SAIL, a Control ID number will appear at top of your screen. Write this number down. It is important to keep this number.

## Step 5: Enter Basic Information

It is very important to enter correct contact information, as the local office will need to follow up with you and complete the application.

**Note:** You can submit your application at any time if has the name, address, and signature of a household member. However, it is best to fill in as much as possible.



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## Step 6: Enter Additional Information

Enter information on household members. Your household is the number of people that live together and share food. See “What is my Household Size” on the *Food Stamp (FSP) Pre-Screening Worksheet* for more information.

**Note:** Because SAIL is used for other benefits, not all questions are required for Food Stamps applications. Applicants that are just applying for Food Stamps do not need to complete the Asset page unless they or a household member have violated Food Stamps program rules in the past. Also, you only need to fill out the income for people over age 18 and only need to fill out medical for people 60+ or disabled.

## Step 7: Sign and Submit

Make sure you sign the application and click “Submit”. Signatures can be faxed, mailed, or done electronically. The name must match the start exactly.

## Step 8: Complete Your Interview

You will be contacted by a DSS worker for an interview. If you are not offered a phone interview, you can ask for one or you can go to the office for an in-person interview. Be sure to write down your case worker’s contact information.

**Note:** You can ask for a phone interview if you cannot get to the office because of work, transportation, caring for a dependent, or some other hardship.

## Step 9: Submit Additional Documents

Your caseworker should tell you what other information you need to bring in and will ask you to return within 30 days of submitting the application. Bring in requested documents *as soon as possible* so the office can finish your application.

## Step 10: Find Out if You Were Approved

Once your application is complete, the Department of Social Services office will send you a letter within 30 days (or 7 days if you qualify for “expedited” Food Stamps) to let you know if you qualify. If you qualify, the notice will contain information on your monthly benefit amount and when you will need to recertify.



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