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**Purpose** Describe situations in which waiting lists are necessary, the authorization process for waiting lists and the scope in which waiting lists may be used

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**When Waiting Lists Are Implemented** Waiting lists are established when insufficient funds are available to serve all eligible applicants.

The need for a waiting list is determined by the State Agency based on analysis of expenditures, food costs, and caseload trends, and consultation with local agency directors.

Waiting lists shall be established only when state-wide expenditures are projected to be in excess of the state's funding level. A local agency projected to exceed its food funding allocation will receive reallocation from other local agencies projected to under expend, rather than using waiting lists only for the local agency.

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**Who Is Placed On A Waiting List** Only applicants at initial or subsequent appointments will be placed on the waiting list, using the nutritional risk priority system as established by 246.7(e) (4).

The priorities to be included in the waiting list shall be determined by the State Agency.

Participants within a current certification period continue to receive benefits until the certification period expires. The need to place on a waiting list will then be determined at the subsequent certification visit.

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**Implementing Waiting Lists** See following procedures in this section for guidance on implementation of waiting lists and removing names from the waiting list.