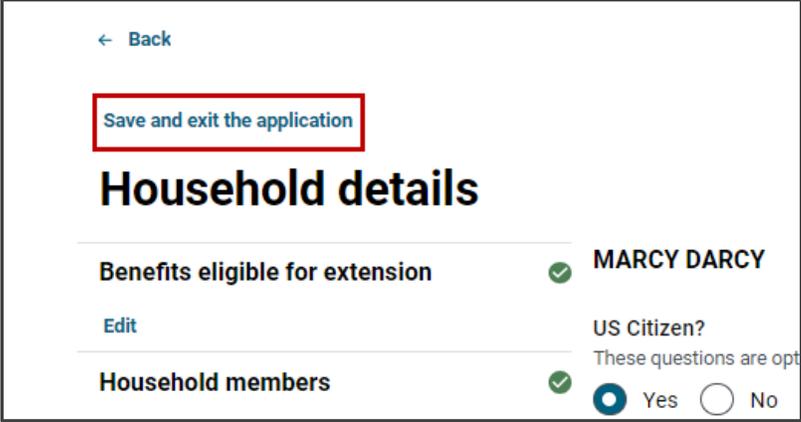
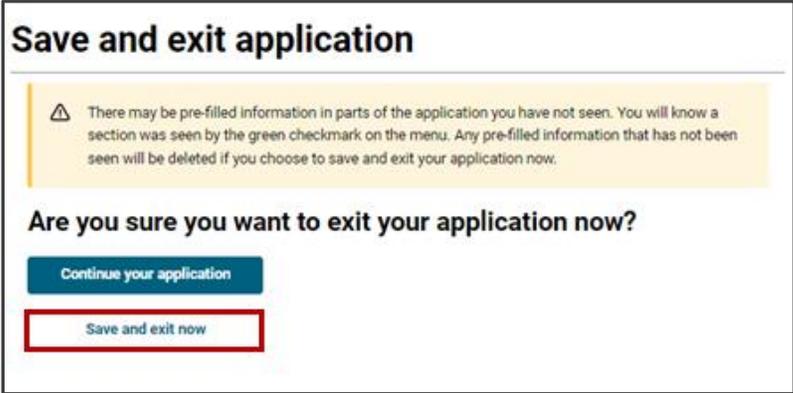


## HOW TO SAVE AN ECONOMIC ASSISTANCE RECERTIFICATION DRAFT

### Description:

The Economic Assistance (EA) Recertification Draft option allows you to start an Economic Assistance Recertification application, save it as a draft, and return to complete the application later.

This quick guide provides step-by-step instructions on how to navigate the EA Recertification Draft option on the iServe Nebraska Portal.

Step #	Procedure
1.	<p>While on the EA recertification application page, you can click on <b>Save and exit the application</b> to save your progress as a draft.</p> 
2.	<p>The <b>Save and exit application</b> page will display. Click <b>Save and exit now</b> to finish saving your EA Recertification draft.</p> 

## RESUME AN EA RECERTIFICATION APPLICATION

Step #	Procedure
1.	<p>When you are ready to complete the application, click <b>Extend Your Benefits</b> on the iServe Nebraska Portal home page.</p> <div data-bbox="451 495 1308 890" style="border: 1px solid black; padding: 10px;"> <p><b>Apply for benefits and find the help you need</b></p> <p>iServe Nebraska is a convenient new way for Nebraskans to apply to get help with <b>food, utilities, healthcare, childcare</b>, and other essential needs.</p> <p>Nebraskans can apply for a single benefit, or several at the same time.</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid black; padding: 5px; background-color: #00728f; color: white; text-align: center;">Explore Benefits</div> <div style="border: 1px solid black; padding: 5px; background-color: #00728f; color: white; text-align: center;">Apply for Benefits</div> <div style="border: 1px solid black; padding: 5px; background-color: #00728f; color: white; text-align: center;">Manage Benefits</div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 2px solid red; padding: 2px; background-color: #00728f; color: white; text-align: center;">Extend Your Benefits</div> <div style="text-align: center;"><a href="#">Continue Application</a></div> </div> </div>
2.	<p>The <b>Renew, review or recertify your benefits</b> page displays. Click the <b>Start EA Review/Recertification</b> button.</p> <p><b>Note:</b> If you are not logged in, you will be routed to the login page.</p> <div data-bbox="444 1041 1312 1388" style="border: 1px solid black; padding: 10px;"> <p style="text-align: left;"><a href="#">← Back</a></p> <p>Extend your benefits</p> <p><b>Renew, review or recertify your benefits</b></p> <p>From here you can review/recertify Economic Assistance (EA) benefits or renew Medicaid eligibility. <b>These need to be done separately.</b> Help us guide you to the correct application.</p> <p>Select an option below.</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p> <b>Economic Assistance Review &amp; Recertification</b></p> <p>Start a review/recertification application for your Economic Assistance benefits.</p> <div style="text-align: right; margin-top: 10px;"><a href="#" style="background-color: #00728f; color: white; padding: 5px 10px;">Start EA Review/Recertification</a></div> </div> </div>
3.	<p>Your <b>Saved Economic Assistant Review/Recertification Applications</b> page displays. Click the <b>Continue</b> button on the application you want to resume.</p> <div data-bbox="477 1493 1284 1839" style="border: 1px solid black; padding: 10px;"> <p style="text-align: left;"><a href="#">← Back</a></p> <p> <b>Saved Economic Assistant Review/Recertification Applications</b></p> <p>To continue the draft application for this master case, click "Continue." To start a new application for this master case, select "Delete".</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>Master Case Number • 14303</p> <p>Primary applicant: MARCY DARCY</p> <p>Applying for:</p> <ul style="list-style-type: none"> <li>• Supplemental Nutrition Assistance Program (SNAP) <span style="color: red; font-weight: bold;">Expired</span></li> </ul> <p>Must be submitted by SPM Central 3/30/2024.</p> <div style="text-align: right; margin-top: 10px;"> <a href="#" style="color: #00728f;">Delete</a> <span style="margin-left: 20px;"><a href="#" style="background-color: #00728f; color: white; padding: 5px 10px;">Continue</a></span> </div> </div> </div>

Step #	Procedure
<p>4.</p>	<p>Your <b>application</b> page will display. Review the saved information for accuracy, then complete the applicable additional fields.</p> <p><b>Note:</b> The left side of the screen provides a list of the sections you still need to complete. Previously completed sections are marked as complete with a check mark. The green highlighted area shows the section you are currently working on.</p> <div data-bbox="542 569 1218 1035" style="border: 1px solid black; padding: 10px;"> </div>
<p>5.</p>	<p>Complete the applicable information, then click <b>Save and continue</b> at the bottom of each page to advance to the next page.</p> <div data-bbox="553 1140 1205 1648" style="border: 1px solid black; padding: 10px;"> </div>
<p>6.</p>	<p>The <b>Sign and Submit</b> page displays. Click <b>Sign and Submit</b> to submit your application.</p>