

SNAP Online Purchasing LOI Template

To: USDA/FNS SNAP Online team via email (sm.fn.snaponline@usda.gov)

From:

Re: Letter of Intent for SNAP Online Purchasing

Date:

Please accept this letter of intent to participate in the U.S. Department of Agriculture Food and Nutrition Service (USDA FNS) SNAP Online Purchasing program.

Business Name	
DBA (if applicable)	
FNS Number for Authorized Physical Location (SNAP authorization #)	
Corporation Number (if applicable)	
Ecommerce Provider	
Ecommerce website	
PIN Solution/Third Party Processor (TPP) for Online SNAP	
States where we'll offer Online SNAP	
SNAP Online Host State	

attests that our ecommerce solution website can be updated to meet the following requirements to operate SNAP online purchasing:

	Requirement
a	Integration of the secure online PIN-entry via an FNS approved Third Party Processor's (TPP) Application Programming Interface (API)
b	Error handling – including messaging displayed to customer as appropriate to the situation
c	Matching refunds back to the original purchase
d	Handling of estimated pricing for items that are variably priced based on weight
e	Allowing only one SNAP card provisioned per customer account
f	Ensuring only eligible foods can be purchased with SNAP benefits
g	Not charging sales tax on SNAP purchases
h	Allowing split tender transactions for the payment of non-SNAP eligible items and delivery fees
i	Allowing SNAP customers to choose the amount of benefits that they will use for each purchase
j	<p>In order to mitigate fraudulent online EBT balance inquires, implement one of the following two options, or similar velocity controls proven to be effective upon consultation with FNS:</p> <ol style="list-style-type: none"> 1. Removal of the EBT Balance Inquiry option from eCommerce Site (this will require an additional waiver.) 2. No guest checkout and limits to balance inquiries and EBT card changes. This includes: <ol style="list-style-type: none"> i. Removal of “guest checkout” from retailer site ii. Limit the number of times an account holder can change their EBT card to a minimal number within a specified time period. iii. Limit use of balance inquiry feature to 2 times per customer session.
k	Meeting additional requirements found in the Online Purchasing Request for Volunteers (Sections 2.4 and 2.5)