

## ALTERNATE-RANDOM SAMPLING

The required sample size is 3% or 3,000, whichever is less, of all approved household applications on file on October 1. An alternate-random sample should include all (Food Assistance Program (FAP) or Family Independence Program (FIP) case number, foster child, and income-based) applications. No attempt should be made to select only FAP/FIP applications.

Remember, families approved through direct certification are not included in the application pool.

Calculation and selection of the minimum required number of applications in the LEA to verify using Random Sampling:

**Step 1.** Count the total number of approved applications on file on October 1. Multiply the total by 0.03. Round decimals upward. At least one application **must** be verified.

Example: 340 applications  $\times$  0.03 = 10.2 applications. Round upward to 11 applications.

**Step 2.** Compare the result in Step 1 to 3,000. The sample size is the lesser number.

Example: In this example, 11 applications **must** be verified to meet the required sample size.

**Step 3.** Randomly select the required number of applications.

- (1) A selection interval may be used. This can be accomplished by dividing the total number of approved applications on file in the SFA by the sample size to determine the selection interval.

Example: If there are 340 applications on file and 11 are required to be verified, divide 340 by 11 = 30.9. In this case, the selection interval is 31. Number all the applications. Randomly select an application from the total approved, and then choose every 31<sup>st</sup> application until 11 applications have been selected.

- (2) Another random method of selection would be to put all the applications in a container and draw the eleven applications out for the verification sample.