

Department of Public Health
and Human Services

Section:
WORK REGISTRATION

SUPPLEMENTAL NUTRITION ASSISTANCE
PROGRAM

Subject:
SNAP E&T Referrals

Supersedes: FS 702-2 (10/01/07)

References: 7 CFR 273.7, 7 CFR 273.24, Food Stamp Act Section 6 (D)(2)

GENERAL RULE - - The Supplemental Nutrition Assistance Employment and Training Program (SNAP E&T) is available in Lewis and Clark, Missoula, Silver Bow, and Yellowstone Counties as a voluntary program. SNAP recipients without work registration exemptions (coded 'MA' on WOLF) (SNAP 701-1) who are living in one of these counties will be referred to SNAP E&T at the time of intake with the Office of Public Assistance (OPA).

Able Bodied Adults Without Dependents (ABAWDS) who are subject to the three month time limit (SNAP 800) will be exempt from the time limit while they are attending SNAP E&T. All ABAWDS will be referred to SNAP E&T and given the opportunity to enroll. If they choose not to attend SNAP E&T and they have no other exemption, they will be limited to receiving three months of SNAP benefits in a 36 month period (SNAP 800). OPA will inform every ABAWD of the ABAWD three month provision.

NOTE: SNAP recipients with work registration exemptions (other than receiving TANF cash) who request a referral to SNAP E&T may receive one. SNAP E&T will determine what services, if any, are appropriate for the individual. Referrals to other agencies, may be made by SNAP E&T.



PROCEDURE

The OPA Case Managers will use referral form HCS/FS-001 to refer individuals to SNAP E&T. The OPA Case Managers will check the appropriate box describing the status of the referral. ABAWDS without a time clock exemption will receive priority at SNAP E&T. Other referrals may be placed on a waiting list if SNAP E&T reaches maximum capacity. SNAP recipients who decline to volunteer after their first referral, and who later want to participate, may be referred again.

SNAP E&T will enter a case note on TEAMS when an ABAWD enrolls and closes out of SNAP E&T. SNAP E&T will notify OPA by other methods, such as returning form FS-001, of no shows. It is the responsibility of the household to follow reporting rules and notify OPA of changes.

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Subject: FSET Referrals