

USDA FNS SNAP E&T STATE PLAN

STATE NAME	STATE CODE	FEDERAL FISCAL YEAR	VERSION
Arizona	AZ	2026	Original Submission

FORM STATUS: Approved on 12/22/2025 7:13 AM EST

KEY PROGRAM STAFF

Provide one contact person for the State E&T Program.

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AMENDMENT LOG

NOTE: THE AMENDMENT LOG IS ONLY APPLICABLE WHEN SUBMITTING AN AMENDMENT TO A STATE PLAN

ACRONYMS

State agencies may consider including acronyms for the SNAP State agency, SNAP E&T program name, State's management information system, and SNAP E&T providers or contractors.

The below list includes common acronyms utilized within this plan.

Acronym	Definition
ABAWD	Able-Bodied Adult without Dependents
ADES	Arizona Department of Economic Security
AJC	Arizona Job Connection
AZTECS	Arizona Technical Eligibility Computer System
CCSD	Child and Community Services Division
DBME	Division of Benefits and Medical Eligibility
DERS	Division of Employment and Rehabilitation Services

E&T	Employment and Training
EBU	Employee Benefits Unit
ECDP	Employment and Career Development Plan
FAA	Family Assistance Administration
FBOA	Finance and Business Operations Administration
FNS	Food and Nutrition Service
FY	Fiscal Year
GA	General Assistance
ITO	Indian Tribal Organization
JAS	Jobs Automated System
JVSG	Jobs for Veterans State Grants
NA	Nutrition Assistance Program (Arizona's name for SNAP)
PAS	Participant Activity Spreadsheet
QAIA	Quality Assurance and Integrity Administration
RRP	Refugee Resettlement Program
SNAP	Supplemental Nutrition Assistance Program
SNAP CAN	Supplemental Nutrition Assistance Program Career Advancement Network
TA	Technical Assistance
TANF	Temporary Assistance for Needy Families
USDA	United States Department of Agriculture
WIOA	Workforce Innovation and Opportunity Act

SUMMARY OF PROGRAM

Provide the vision and mission of the State E&T program. In addition, describe how your State agency's E&T program meets the purpose of E&T which is to:

- Increase the ability of SNAP participants to obtain regular employment
- Meet State or local workforce needs

The Supplemental Nutrition Assistance Program Career Advancement Network (SNAP CAN) is Arizona's SNAP Employment and Training (SNAP E&T) Program.

The program's mission, aligned with the Division of Employment and Rehabilitation Services (DERS), aims to strengthen Arizona communities by bridging and minimizing gaps to employment and independence. The program leverages existing E&T expertise by partnering with local Community-Based Organizations, Non-Profit Organizations, and Community Colleges contracted to deliver allowable E&T services to SNAP recipients. SNAP CAN Providers meet participants where they are and provide meaningful, intentional opportunities toward career pathways to achieve economic independence with living-wage employment.

As a proud partner of ARIZONA@WORK, SNAP CAN is part of Arizona's workforce system in support of a comprehensive, accessible, and high-quality workforce. Collaborating with diverse providers across Arizona ensures that training aligns with the evolving needs of the local workforce and economy.

SNAP CAN's vision, aligned with the vision of the Arizona Department of Economic Security (DES), is a thriving Arizona.

Is the State's E&T program administered at the State or county level?

- ☒ State
- ☐ County

Provide the web addresses (URLs) of State E&T policy resources used such as handbooks and State administrative code, if available. Enter a single URL per row.

URL	Resource Type
Link to resource	Policy Resources
Link to resource	SNAP CAN Website

PROGRAM CHANGES

Summarize changes for the upcoming Federal fiscal year (FY) from the prior FY. Significant changes may include new initiatives, changes in funding or funding sources, policy changes, or significant changes to the number of partners or participants. Significant changes could include those made as a result of management evaluation findings or participation in program improvement initiatives, such as SNAP to Skills. It is not necessary to include changes made as a result of new Federal rulemaking.

Arizona will continue with the changes and initiatives it began in Fiscal Year 2025.

1. Continue the National Skills Coalition Technical Assistance (TA) Project trajectory. This project led to two new community college contracts in FY2025 - Northland Pioneer College and Pima Community College (PCC). PCC holds two separate contracts: one as a direct provider and another as an intermediary. PCC is working on adding subcontractors. At this time there are not any subcontractors that PCC is an intermediary for. TA Project members continue to meet monthly to maintain a strong community of practice for Arizona community colleges in partnership with SNAP CAN. The program is currently working towards finalizing two additional community college contracts:

- a. Add the first rural community college under the current Intermediary; and
- b. Add Rio Salado Community College - Maricopa County.

2. Add three additional new partnerships:

- a. LifeBridge Academy - Maricopa and Navajo/Apache counties;
- b. Compassion Connect - Pinal County; and
- c. Per Scholas - Information Technology (IT) Vocational Training - Maricopa County.

3. Monitor SNAP CAN's new computer-based training requirement for providers to mitigate knowledge transfer issues with staff turnover and to strengthen new providers' onboarding successes. Within the training module, multiple knowledge assessment questions need to be answered to ensure mastery before progressing to subsequent sections. The training module is structured into three distinct sections for comprehensive coverage:

- Overview of SNAP E&T and SNAP CAN

- a. Understand how SNAP CAN is part of SNAP E&T
- b. Match specific responsibilities and tasks to the appropriate participant
- c. Connect and apply SNAP CAN background information to the worker's or participant's role within the program

- SNAP CAN Goals and How We Achieve Them

- a. Connect the SNAP CAN Program to other State business partners
- b. Explain the goal of SNAP CAN and how it impacts Arizona's citizens
- c. Name the different components offered by the SNAP CAN Program
- d. Describe how to achieve the SNAP CAN goals

- Policy, Procedures, and Compliance Requirements

- a. Identify the policy and compliance requirements that govern the SNAP CAN Program
- b. Demonstrate the responsibilities of providers regarding policy and compliance requirements

4. Bolster collaboration with FNS program analysts by leveraging their existing connections with Tribal communities.

5. Begin the planning and development of an Intermediary Contract to oversee all non-profit providers, and expand access to providers in rural areas.

Highlight any changes from above that the State agency is making to the E&T program based on the prior year's performance, for instance changes made as a result of E&T outcome and participation data.

A survey that was conducted for SNAP recipients in rural areas, where we do not have SNAP CAN providers, expressed that Vocational Training and Education are the highest need. SNAP CAN is expanding partnerships with community colleges and vocational training providers and will work with its first intermediary contractor, Pima Community College, to add rural colleges as subcontractors to meet the needs of rural SNAP recipients. We are also in the process of developing an Intermediary to manage non-profit organizations, which will expand service delivery by adding additional providers in rural communities.

CONSULTATION AND COORDINATION WITH THE WORKFORCE DEVELOPMENT SYSTEM

State agencies must design the E&T program in consultation with the State workforce development board and operate the E&T program through the statewide workforce development system (7 CFR 273.7(c)(5)). The goal of this section is to explain the relationship between the State agency and other organizations it plans to consult and coordinate with for the provision of services, including organizations in the statewide workforce development system. The statewide workforce development system refers to a network of providers, which may include government and the public sector; community-based organizations and non-profits; employers and industry; occupational training providers; and post-secondary institutions, such as community colleges. Please note the State workforce development board is an entity that establishes Regional strategic plans and sets funding priorities for their area. They are distinct from State workforce agencies.

Consultation

Consultation with the workforce development system generally includes discussions to learn about services provided in the community and how each organization functions and coordinates with others in the community. State agencies can demonstrate they consulted with their State workforce development board by noting the dates of conversations, who they spoke with, what they spoke about, and how they incorporated this information into the design of their E&T program.

Did the State agency consult the State workforce development board?

☐ Yes

☒ No

Did the State agency consult with private employers or employer organizations in lieu of the workforce development board?

☒ Yes

☐ No

Describe consultation with employers. Include with whom the State agency consulted and the outcomes of the consultation.

Date	Employer Name	Title(s) of Person Consulted	Outcome of Consultation
10/24/2024	SunLife Health	Human Resources Representative	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural

			areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
10/30/2024	Peckham	Human Resources Representative	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
11/13/2024	LWDA Job Fairs - NEAZ, Maricopa	Business Service Representative	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
11/27/2024	AZ Apprenticeship Program	Apprenticeship Manager	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their

			local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
12/04/2024	Office of Economic Opportunity	Economist	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
01/08/2025	Office of Economic Opportunity	Economist	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
01/15/2025	Vocational Rehabilitation Business Services	Strategic Initiatives Manager	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and

			Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
02/05/2025	Office of Economic Opportunity	Economist	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
02/19/2025	ProWest Roofing and Restoration	Manager	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
03/05/2025	Office of Economic Opportunity	Economist	These consultations resulted in understanding high-growth fields and new credential opportunities to guide

			the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
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04/02/2025	Office of Economic Opportunity	Economist	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.

04/09/2025	A Hand of Joy	Manager	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
04/16/2025	All Things New Cleaning	Owner	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.
05/07/2025	Office of Economic Opportunity	Economist	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and

			with the Workforce Arizona Council Strategic Plan.
06/04/2025	Office of Economic Opportunity	Economist	These consultations resulted in understanding high-growth fields and new credential opportunities to guide the onboarding of new providers, such as Community Colleges and Tribal-serving organizations. Hearing how employer industries impact their local area resulted in an increased effort to onboard providers in rural areas. Input received from employers is in line with the State's strategies and objectives, and the result of employer consultations complemented the strategies that align with the Governor's overarching economic priorities and with the Workforce Arizona Council Strategic Plan.

Explain the determination that consulting with private employers or employer organizations in lieu of the State workforce development board was more effective or efficient.

Weekly ARIZONA@WORK Statewide Business Services meetings, combined with a strong partnership with 12 Local Workforce Development Areas Business Services teams (Workforce Innovation and Opportunity Act [WIOA] Title IB), offer ongoing opportunities for employer consultations and for SNAP CAN Program development. An economist presents on the State of Arizona's economy, unemployment rate, and growing labor market sectors. Employers discuss their objectives on how they are broadening the scope of their industry, how their industry impacts their local area, and how their industry impacts the rest of the State. Employers present any challenges they have experienced and how they are overcoming those challenges. The program gathers essential labor market information, industry and employer feedback, current employer roadblocks, and best practices. All program staff attend these meetings weekly to seek input and feedback, fostering discussions and collaboration with employers. The combination of information gained from attending workforce development meetings and meetings with employers provides well-rounded knowledge used to inform the SNAP CAN Program, providers, and staff. The approach allows SNAP CAN to consult with employers and various statewide industry leaders, in lieu of consulting workforce development boards, with the option to ask direct questions on how SNAP CAN can contribute to their objective for the year or for future opportunities.

The following information was gathered throughout the year from these meetings:

Job types in demand: Manufacturing, construction, warehouse, transportation, healthcare, social services, finance/insurance, information technology

In demand areas: Mostly Maricopa & Pima Counties

What is good about jobs: Flexible schedules, offer training & advancement, location, benefits, wages

Skills Needed: Communication, English proficiency, driver's lic, CDL, financial literacy, customer service, certifications, GED or HS diploma

Providers considered best at preparing participants: St Mary's Food Bank, Neighborhood Ministries, GAP

Ministries, Arouet, ACYR, Pima CC, Literacy Phoenix, Phoenix Rescue Mission, and the Regional Center for Border Health offer certification programs, vocational training, IT trades, basic ed, health care certificates, and many basic skills.

Challenges from employers: Finding qualified candidates

Labor market trends: Finance and insurance are projected to grow while transportation and warehouse are expected to lose jobs in the coming years, while construction, healthcare, and retail are anticipated to increase slightly or maintain current demand.

Coordination

Coordination with the workforce development system consists of efforts to partner with workforce providers to directly serve SNAP E&T participants or to align the flow or types of services offered across programs.

Describe any special State initiatives (i.e. Governor-initiated or through State legislation) that include SNAP E&T. Describe any efforts taken by the State agency to coordinate these programs, services, partners, and/or activities with the State's E&T program.

There were not any special State initiatives in the Federal Fiscal Year (FFY) 2025.

Describe the extent to which the State agency is carrying out SNAP E&T programs in coordination with title I programs under the Workforce Innovation and Opportunity Act (WIOA).

DES is designated as the fiscal and administrative agency for three of the four core partners: WIOA Title I Adult, Dislocated Worker, and Youth Programs; WIOA Title III Wagner-Peyser Employment Service; and WIOA Title IV Vocational Rehabilitation. The Workforce Arizona Council, the State Workforce Development Board, oversees the efficiency, accessibility, and continuous improvement of Arizona's workforce system. ARIZONA@WORK partners and key stakeholders evaluate and build upon the work already accomplished in Arizona. Partners recognize the need for specific strategies to recruit Out-of-School youth, persons with disabilities, individuals with Limited English Proficiency, individuals who are basic-skills deficient, low-income individuals, and other populations with barriers to employment, including SNAP recipients.

SNAP CAN collaborates with ARIZONA@WORK by referring participants to WIOA services if they need additional assistance with training or other career services. ARIZONA@WORK refers participants to the SNAP CAN Program who can benefit from the program. Many of the SNAP CAN Providers partner with ARIZONA@WORK one-stop sites, which give direct access to WIOA Program providers and partners.

Additional opportunities include collaboration on supportive services infrastructure.

Is SNAP E&T included as a partner in the State's WIOA Combined Plan?

☐ Yes

☒ No

Describe how the State agency is coordinating with TANF/GA programs, services, partners, and/or activities. Describe any TANF/GA special initiatives targeting specific populations and any actions taken to coordinate with these efforts.

N/A

Describe how the State agency is coordinating its SNAP E&T program with any other Federal or State employment program (e.g. HUD, child support, re-entry, refugee services).

There are multiple workforce programs housed under DERS, such as the Temporary Assistance for Needy Families (TANF) Jobs Program, the Senior Community Service Employment Program, Vocational Rehabilitation, Reentry, WIOA Title I-B, Trade Adjustment Assistance, the Reemployment Services and Eligibility Assessment Program, Registered Apprenticeship, and the Jobs for Veterans State Grants Program. As a result, there is an opportunity to conduct information sharing and to develop links between SNAP CAN and other DERS employment programs, when applicable, to provide services to meet the unique barriers and employment goals of SNAP participants.

CONSULTATION WITH INDIAN TRIBAL ORGANIZATIONS (ITOs)

State agencies are required to consult with Tribes about the SNAP State Plan of Operations, which includes the E&T State Plan, per 7 CFR 272.2(b) and 272.2(e)(7). The consultations must pertain to the unique needs of Tribal members. State agencies are required to document the availability of E&T programs for Tribal members living on reservations in accordance with 7 CFR 273.7(c)(6)(xiii). The goal of this section is to describe how the State agency consulted with Indian Tribal Organizations (ITOs), describe the results of the consultation, and document the availability of E&T programs for Tribal members living on reservations.

Did the State agency consult with ITOs in the State?

- ☐ Yes
- ☒ Yes, but not all ITOs
- ☐ No
- ☐ There are no ITOs in my State

Explain why certain ITOs were not consulted and specify the name of the ITOs that were not consulted.

All ITOs within the State of Arizona were invited to the March 24, 2025, consultation. An Executive Summary was sent to all ITOs, providing the State Plan information before the meeting. The following ITOs did not choose to attend: Ak Chin Indian Community, Cocopah Tribe of Arizona, Colorado River Indian Tribes, Fort McDowell Yavapai Nation, Fort Mojave Indian Tribe, Havasupai Tribe, Kaibab Band of Paiute Indians, Pascua Yaqui Tribe, Quechan Tribe, San Carlos Apache Tribe, San Juan Southern Paiute Tribe, Tohono O'odham Nation, Tonto Apache Tribe, White Mountain Apache Tribe, Yavapai-Apache Nation, Yavapai-Prescott Tribe, and Zuni Pueblo. There was also a consultation scheduled for March 25, 2025, but none of the ITOs attended.

List the ITOs consulted and describe the outcomes of the consultation(s). Provide specific examples of how the State agency incorporated feedback from ITOs into the design of the E&T program (e.g. unique supportive service, new component, in-demand occupation). Include the title of the person you consulted and the date.

Date	Name of ITO	Title(s) of Person Consulted	Outcome of Consultation
03/24/2025	Gila River Indian Community	Senior Assistant General Counsel at Gila River Indian Community	In collaboration with the Arizona Office of Tribal Relations (OTR) and DERS' Tribal Liaison, ITO consultations engaged Arizona's Tribal Leaders in a collaborative discussion regarding the FY25 State Plan. Advance notice was provided, with an executive summary encouraging Tribal Leaders to review before the consultation in preparation to assist the agency by offering

			feedback or recommendations. No feedback regarding the State Plan was received from the Tribal Leaders.
03/24/2025	Salt River Pima-Maricopa Indian Community	Program Manager - Salt River Pima-Maricopa Indian Community	In collaboration with the Arizona OTR and DERS' Tribal Liaison, ITO consultations engaged Arizona's Tribal Leaders in a collaborative discussion regarding the FY 2025 State Plan. Advance notice was provided, with an executive summary encouraging Tribal Leaders to review before the consultation in preparation to assist the agency by offering feedback or recommendations. No feedback regarding the State Plan was received from the Tribal Leaders.
03/24/2025	Navajo Nation	Navajo Nation Department of Self Reliance Senior Program & Projects Specialist	In collaboration with the Arizona OTR and DERS' Tribal Liaison, ITO consultations engaged Arizona's Tribal Leaders in a collaborative discussion regarding the FY 2025 State Plan. Advance notice was provided, with an executive summary encouraging Tribal Leaders to review before the consultation in preparation to assist the agency by offering feedback or recommendations. No feedback regarding the State Plan was received from the Tribal Leaders.
03/24/2025	Hopi	Hopi Chief of Staff	In collaboration with the Arizona OTR and DERS' Tribal Liaison, ITO consultations engaged Arizona's Tribal Leaders in a collaborative discussion regarding the FY 2025 State Plan. Advance notice was provided, with an executive summary encouraging Tribal Leaders to review before the consultation in preparation to assist the agency by offering feedback or recommendations. No feedback regarding the State Plan was received from the Tribal Leaders.

Will the State agency be seeking enhanced reimbursement for E&T services (75%) for ITO members who are residents of reservations, either on or off the reservation?

☒ Yes

☐ No

UTILIZATION OF STATE OPTIONS

State agencies have the flexibility to implement policy options to adapt and meet the unique needs of State populations. Check which options the State agency will implement.

Does the State agency offer an E&T program statewide?

☒ Yes

☐ No

Indicate the type of E&T program the State agency operates.

☐ Mandatory per 7 CFR 273.7(e)

☒ Voluntary per 7 CFR 273.7(e)(5)(i)

☐ Combination of mandatory and voluntary

Does the State agency serve the following populations? Select all that apply.

☐ Applicants per 7 CFR 273.7(e)(2)

☒ Exempt members of zero benefit households that volunteer for SNAP E&T per 7 CFR 273.10(e)(2)(iii)(B)(7)

☒ Categorically eligible households per 7 CFR 273.2(j)

Does the State agency enable ABAWDs to regain SNAP eligibility through E&T and verify that the ABAWD will meet the work requirement within 30 days?

☒ Yes

☐ No

CHARACTERISTICS OF INDIVIDUALS SERVED BY E&T

State agencies are required to include information about the categories and types of individuals they plan to exempt from mandatory E&T participation (7 CFR 273.7 (c)(6)(iv)), as well as the characteristics of the population they plan to place in E&T (7 CFR 273.7 (c)(6)(v)).

What are the characteristics of the population the State agency intends to serve in E&T (e.g. target population)? This question applies to both mandatory and voluntary participants.

- ☐ ABAWDs
- ☐ Homeless
- ☐ Veterans
- ☐ Students
- ☐ Single parents
- ☐ Returning citizens (aka: ex-offenders)
- ☐ Underemployed
- ☐ Those that reside in rural areas

Estimated Participant Levels

Project participation in E&T for the upcoming Federal fiscal year. In determining the estimated participation, it is important to be as accurate as possible. As appropriate, projections should be based upon actual figures from the current Federal fiscal year.

QUESTION	RESPONSE FIELD
Anticipated number of work registrants	228,112

State Exemptions

List State exemptions from E&T and the participation, such as individuals to be exempted under each category.

EXEMPTION	TOTAL INDIVIDUALS
Voluntary	228,112

QUESTION	RESPONSE FIELD
Total estimated number of work registrants exempt from mandatory E&T	228,112
Percent of all work registrants exempt from E&T	100.00%

ABAWDs

QUESTION	RESPONSE FIELD
Anticipated number of ABAWDs in the State	101,938
Anticipated number of ABAWDs in waived areas of the State	55,559
Anticipated number of ABAWDs to be exempted under the State's ABAWD discretionary exemption allowance	0
Anticipated number of ABAWDs in the State who meet the criteria under 7 CFR 273.7(d)(3)(i)	46,379

E&T Participants

QUESTION	RESPONSE FIELD
Anticipated number of mandatory E&T participants	0
Anticipated number of voluntary E&T participants	6,433
Total anticipated number of E&T participants	6,433
Anticipated number of ABAWDs to be served in E&T	5,841

How frequently will the State plan to re-evaluate these exemptions from mandatory E&T?

- ☐ Annually
- ☐ Bi-annually
- ☒ Other

Explain how frequently the State plans to re-evaluate these exemptions from mandatory E&T.

Arizona is a voluntary state, and E&T is not required.

ORGANIZATIONAL RELATIONSHIPS

State agencies are required to include information on the organizational relationship between the units responsible for certification and the units operating the E&T components, including units of the statewide workforce development system, if available. For the purposes of the questions below, E&T providers are considered to include units of the statewide workforce development system. FNS is specifically interested in ensuring that the lines of communication are efficient and that, if applicable, noncompliance with mandatory E&T is reported to the certification unit within 10 working days after the noncompliance occurs, per 7 CFR 273.7(c)(4). State agencies must also include information on the relationship between the State agency and other organizations it plans to coordinate with for the provision of services.

The following questions are about how the E&T program is structured in your State agency.

Indicate which division within the SNAP State agency is responsible for the E&T program. (i.e. establishes E&T policy, contracts for E&T services, monitors providers). For example, explain if the E&T program unit is separate from the SNAP certification unit, and if there are separate E&T units at the county level.

DERS directly administers the SNAP E&T (SNAP CAN) program through third-party providers. DERS establishes policies, procedures, guidelines, contracts, and monitoring of the program. This includes data collection, training providers, managing program financials, and measuring programmatic success.

The Division of Benefits and Medical Eligibility (DBME) establishes policies, procedures, and guidelines for the Nutrition Assistance (NA) Program. DBME is responsible for tracking and providing data on ABAWDs and work registrants. DBME Family Assistance Administration (FAA) Eligibility Workers determine NA eligibility and screen NA applicants and recipients for work registration and for referral to E&T services.

How does the E&T unit coordinate and communicate on an ongoing basis with the units responsible for certification policy?

Every three months a formal meeting between DERS and DBME is conducted, inclusive of representatives from the policy and systems teams for both divisions. This quarterly meeting is an opportunity to share updates, changes, programmatic progress, and more. Policy updates are provided as well. In addition to this formal meeting, DERS and DBME teams are encouraged to remain in constant contact via email, chat, and phone, as needed, for programmatic matters.

Describe the State's relationships and communication with intermediaries or E&T providers.

To share changes in SNAP CAN, communication with providers is mostly conducted via email. Emails often detail specifics on any changes including, but not limited to, a policy memo, a timeline for changes, and next steps for the providers. If the program or policy change is significant, an Informational Broadcast will be sent to all interested parties and will be posted online. The changes will be discussed in one of the recurring, mandatory Quarterly Partner Meetings.

If a SNAP CAN Provider is experiencing difficulties in understanding the program changes, SNAP CAN staff conduct one-on-one meetings monthly with providers to assist. Before the one-on-one meeting occurs, the SNAP CAN Provider is asked specific questions related to their issue. In case additional support assistance is needed by another ADES division, that division's staff will attend the meeting to answer questions.

Describe how the State agency shares new policies, procedures, or other information with the intermediary or other E&T provider.

To share changes in SNAP CAN, communication with providers is mostly conducted via email. Emails often detail specifics on any changes including, but not limited to, a policy memo, a timeline for changes, and next steps for the providers. If the program or policy change is significant, an Informational Broadcast will be sent to all interested parties and will be posted online. The changes will be discussed in one of the recurring, mandatory Quarterly Partner Meetings.

If a SNAP CAN Provider is experiencing difficulties in understanding the program changes, SNAP CAN staff conduct one-on-one meetings monthly with providers to assist. Before the one-on-one meeting occurs, the SNAP CAN Provider is asked specific questions related to their issue. In case additional support assistance is needed by another ADES division, that division's staff will attend the meeting to answer questions.

Describe how the State agency, intermediaries, and E&T providers share participant data and information. Include the names of any MIS systems (or other modes of communication) used.

SNAP CAN utilizes a data-heavy analytical report called the Participant Activity Spreadsheet (PAS) Report. Each month, SNAP CAN Providers supply DERS with a PAS Report on the individuals they served, their activities, hours, employment, and expenses, along with any updates on individuals who received certifications, graduated, or completed the program and gained employment. Each report is reviewed by SNAP CAN staff for accuracy and then uploaded to the Jobs Automated System (JAS) database.

The PAS Report also assists with notifying SNAP CAN staff when an individual moves from one provider to another or is referred to another provider. Every month the State is aware of and is monitoring individuals served in the program, their activities, and the organization they are working with. When a client stops participating in E&T, staff are notified via the PAS Report submitted monthly.

DBME includes work registrants, participants exempt from the work requirements, and participants subject to the ABAWD time limit, whom they have screened as appropriate to refer for E&T services.

Participants referred for E&T services are included on the Tableau Referral Report. SNAP CAN Providers can access this report and search for a participant using participant data (e.g., name, social security number, date of birth, etc.) to confirm that they have been referred to SNAP CAN.

If the State uses a MIS system, describe the E&T related data that is tracked and stored in those systems (e.g. referrals, noncompliance with program requirements, provider determination, etc.), and whether the system(s) interact with each other.

DBME utilizes the Arizona Technical Eligibility Computer System (AZTECS), which stores federal work exemptions, ABAWD and work registrant data, and participant referral determinations to SNAP CAN. AZTECS also stores any instances of non-compliance with federal work requirements and subsequent disqualifications.

DERS utilizes the JAS, the database that collects information for SNAP E&T services, and the Unemployment Insurance (UI) Wage system. JAS stores participant demographics, intake information, assigned components, issued support services, closing/exit reasons including certifications received, and employment outcomes. SNAP CAN Providers are responsible for comprehensive case file information and support services receipts with justification available for quality assurance and auditing purposes.

DERS and DBME systems interact with each other.

Describe the State agency's process for monitoring E&T providers' program and fiscal operations. Include plans for direct monitoring such as visits, as well as indirect monitoring such as reviewing program data, financial invoices, etc.

SNAP CAN Provider monitoring and evaluation is coordinated with SNAP CAN staff, DERS' Quality Assurance and Integrity Administration (QAIA), and DERS' Finance and Business Operations Administration (FBOA) to ensure integrity over SNAP CAN.

SNAP CAN staff must conduct a minimum of six one-on-one meetings with their providers annually, as well as no less than two in-person visits to the providers' locations each year. During these meetings, staff utilize a standard template covering various topics such as reviewing provider performance metrics, caseloads, job placements, average wages, invoices, and participant supportive services. The template includes inquiries about any significant changes to the providers' program barriers to success, need for assistance, and client success stories. SNAP CAN staff also assess the providers' current spending, ensuring it aligns within 10 percent of their projected spending.

At a minimum of every five years, or when a significant programmatic change occurs, providers are required to submit a detailed service description that surveys all parts of their program including, but not limited to, objectives and goals, geographic areas served, target population(s), intake and assessment processes, case management tools used, component details, and participant reimbursements offered. SNAP CAN staff also send out the policy manual annually, and conduct a policy manual review meeting, with providers' attendance mandatory. This ensures that providers are up to date on all current policies and procedures.

The QAIA conducts biannual programmatic desk monitoring of the SNAP CAN providers through a random sampling methodology of case records to ensure compliance with program policy. The QAIA communicates its findings and observations to the SNAP CAN Providers via a written notice, detailing the evaluation criteria and providing further instructions to resolve any noted findings.

All SNAP CAN Providers are subject to fiscal monitoring requirements to ensure accountability of the delivery of all goods and services, as required under the Federal Single Audit Act. FBOA conducts fiscal monitoring, which includes a review of supporting documentation for selected invoices and expenditures, to ensure that they are allowable and allocable per the Cost Principles at 2 CFR 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The invoices are a random sample of 2 invoices for the review period. The review will also ensure compliance with applicable Grant Terms and Conditions and State Policy. FBOA provides written notice and further instruction to the provider 45 calendar days prior to the evaluation date. Fiscal monitoring will occur every other year.

How frequently does the State agency monitor E&T providers' program and fiscal operations?

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Quarterly
- ☐ Bi-Annually
- ☐ Annually
- ☒ Other

Explain the frequency at which the State agency monitors E&T providers' program and fiscal operations.

Programmatic monitoring is conducted biannually (every 6 months). Fiscal monitoring is conducted once every other year so that each provider is monitored at least once per contract cycle.

Describe how the State agency evaluates the performance of providers in achieving the purpose of E&T (assisting members of SNAP households in gaining skills, training, work, or experience that will increase their ability to obtain regular employment and meets State or local workforce needs).

Each month the overall caseload, job placements, average wage for new job placements, individuals receiving job retention services, and the number of professional certifications completed (e.g., ServSafe Manager, Commercial Driver's License, medical assistant, etc.) are monitored. The overall totals for the program and for individual third-party partners are closely tracked, and discussions occur to ensure that SNAP CAN Providers are meeting the program goals of SNAP recipients gaining skills and training to assist in meaningful job placements and/or furthering careers.

How frequently does the State agency evaluate the performance of providers in achieving the purpose of E&T?

- ☐ Daily
- ☐ Weekly
- ☒ Monthly
- ☐ Quarterly
- ☐ Bi-Annually
- ☐ Annually
- ☐ Other

SCREENING FOR WORK REGISTRATION

State agency eligibility staff must screen for federal exemptions from work registration, per 7 CFR 273.7(a).

Describe how the State agency screens applicants to determine if they are work registrants.

DBME FAA Eligibility Workers must screen all NA participants aged 16 to 59 for a work requirement exemption at the initial or recertification interview. A participant aged 16 or 17 is exempt only when they are the non-NA Lead Participant, attending school at least half-time, or enrolled in an employment training program at least half-time. A participant may qualify for more than one NA work requirement exemption. When this occurs, the FAA Eligibility Worker applies the exemption reason that allows the participant an exemption for the longest period of time.

The FAA Eligibility Worker applies the NA work requirements exemptions as follows:

A participant who is under age 16.

A participant who is responsible for caring for a dependent child under the age of six. Only one parent or budgetary unit participant can be exempt using this code.

A participant who is mentally or physically unfit for work and incapable of engaging in gainful employment.

A participant who is either an inpatient or outpatient and taking part in a drug or alcohol treatment or rehabilitation program.

A participant who meets one of the following employment criteria:

Employed or self-employed, for a minimum average of 30 hours weekly.

Employed with average weekly earnings and self-employed, the net weekly income equaling or exceeding 30 hours multiplied by the federal minimum wage.

A participant who is responsible for the care of an incapacitated person.

A participant eligible for the Refugee Resettlement Program (RRP) or subject to the work or training programs provided by the RRP's private sector or the Refugee Job Service.

A participant who is participating in the TANF Jobs Program.

A participant who is subject to mandatory participation in a Tribal Native Employment Works Program or a Tribal TANF Employment Program.

A participant who is an eligible student enrolled in any recognized school, including training programs or institutions of higher education, at least half-time as defined by the institution.

A participant who is currently receiving UI, who has applied for but who is not yet receiving UI when the participant is required to register for work with the Job Service office as part of the UI application process, or who is appealing a UI decision.

Eligibility staff enter corresponding exemption codes for each participant into AZTECS. Any participant who does not meet one of these NA work requirement exemptions is determined to be a work registrant.

How does the State agency work register non-exempt individuals?

During initial and recertification interviews, the FAA Eligibility Worker must register the budgetary unit participants for work unless they are exempt from the NA work requirements. The NA ABAWD and Work Registration Script (FAA-1786A) includes detailed information about the NA work requirements. During the interview, eligibility staff must use the FAA-1786A to explain the NA work requirements. The FAA Eligibility Worker notates the case file by keying the appropriate work registration code or exemption code for each household member in AZTECS.

At what point in the certification process does the State agency provide the written explanation of the applicable work requirements? Select all that apply.

- ☒ Point of Intake
- ☐ Point of Certification
- ☒ Reported change in the work registrant status of household members
- ☒ Point of Recertification
- ☐ State does not provide written explanation

At what point in the certification process does the State agency provide the oral explanation of the applicable work requirements? Select all that apply.

- ☒ Point of Intake
- ☐ Point of Certification
- ☒ Reported change in the work registrant status of household members
- ☒ Point of Recertification
- ☐ State does not provide oral explanation

SCREENING FOR REFERRAL TO E&T

The State agency must screen each work registrant to determine if it is appropriate, based on State-specific criteria, to refer them to the E&T program per 7 CFR 273.7 (c)(2). State agencies may operate program components in which individuals elect to participate, per 7 CFR 273.7(e)(4).

List the State-specific criteria eligibility workers use to screen individuals to determine if it is appropriate to refer them to the State's SNAP E&T program.

Eligibility workers actively screen work registrants, participants subject to the ABAWD time limit, and participants exempt from the work requirements, based on the following criteria, to determine whether it is appropriate to refer a participant to SNAP CAN:

Ready and able to work.
 Unemployed or underemployed.
 Needs to enhance skills to secure unsubsidized employment.
 Interested in participating in SNAP E&T.
 Could use support to obtain employment.
 Needs work experience.
 Has not completed high school.
 Has limited English Proficiency.
 Needs vocational training.

The eligibility workers discover this information in the SNAP application, case file, and conversations with the participant during the interview.

What information does the State provide to a SNAP recipient to explain SNAP E&T participation criteria?

The FAA Eligibility Worker uses the FAA-1878A to explain the components that SNAP CAN offers and provides information for all SNAP CAN Providers in the State, along with a website URL that includes contact information to participants who are determined to be referred to E&T.

How does the State document that the information has been provided?

At this time it is not documented. The State is developing an automated Unity Form for ABAWD, General Work Requirements, and the E&T referral process that would pull the age-appropriate participants from the household into three different tabs where the eligibility worker can document the status for each participant in the household during the screening for each of the NA Work Responsibilities: ABAWD, Work Requirements, and SNAP CAN Referral. There have been some technical roadblocks, but FAA Systems continues to make progress and are expecting implementation in November.

What is the State's model for screening and referral to SNAP E&T? Select all that apply.

- ☒ Reverse Referral
- ☒ Direct Referral

When does screening for referral to E&T occur? Select all that apply.

- ☒ Initial Certification
- ☒ Recertification
- ☒ Reported change in the work registrant status of households
- ☐ Other

Describe the process for screening for direct referral to E&T, including the staff involved.

Eligibility workers actively screen work registrants, participants subject to the ABAWD time limit, and participants exempt from the work requirements, based on the following criteria, to determine whether it is appropriate to refer a participant to SNAP CAN:

Ready and able to work.
 Unemployed or underemployed.
 Needs to enhance skills to secure unsubsidized employment.
 Interested in participating in SNAP E&T.
 Could use support to obtain employment.
 Needs work experience.
 Has not completed high school.
 Has limited English Proficiency.
 Needs vocational training.

The eligibility workers discover this information in the SNAP application, case file, and conversations with the participant during the interview.

When does the screening for a reverse referral request occur?

Once participants contact a provider and express interest in the provider's program, the SNAP CAN Providers are required to assess them before providing any services. SNAP CAN Providers are then required to confirm eligibility for E&T via the Tableau Referral Report. Once eligibility is confirmed, participants sign an agreement noting that their participation is voluntary, develop an Employment and Career Development Plan (ECDP) with their case manager, and enroll in the provider's E&T Program.

Describe the process for screening during the reverse referral request process, including the staff involved.

When a potential participant first interacts with E&T through a Service Provider, the Provider staff completes a short assessment of the individual to determine if the Provider's services are a good match for the individual's needs. If there is a good match to the Provider's services, and a spot is available, the Provider confirms with DBME that the individual is a SNAP participant and can participate in E&T. This is done through the Tableau Referral Report. The FAA Eligibility Worker screens and determines the appropriateness of referral during the initial or recertification interview process, or when a change is reported that causes the participant to no longer be eligible for a work exemption, or when a participant indicates they are interested in E&T. When a participant is a work registrant with no exemption and meets the State specific criteria, the FAA eligibility completes the E&T referral. For participants who do not meet the State specific criteria, who are

exempt from the work requirements, and for whom a referral was not made at the last interview, a referral is provided when a participant contacts an FAA eligibility worker.

Are participants informed about participant reimbursements before the individual is referred to E&T by eligibility staff?

☒ Yes

☐ No

How are participants informed about participant reimbursements?

During the initial or recertification interview, or when a change is reported that causes the participant to no longer be eligible for a work exemption, the FAA-1878A is used to inform the participant of available participant reimbursements through the voluntary E&T Program, SNAP CAN.

The X640 notice includes a written explanation of participant reimbursements available through SNAP CAN. It is automatically mailed to the households when at least one member is a work registrant. When a participant is either exempt or not exempt from the NA work requirements, the FAA Eligibility Workers apply the State specific criteria, which includes a discussion with the participant about the availability of participant reimbursements.

Participants are notified again at the time of their evaluation and enrollment in a component by a provider. During intake and assessment, providers explain the SNAP CAN Program and the activities offered, and verbally provide a list of available support services. Items provided depend on the need and the component, and are supplied at the discretion of SNAP CAN Providers.

REFERRAL TO E&T

In accordance with 7 CFR 273.7(c)(2), in order to participate in SNAP E&T, the State agency must make the referral. The referral method may vary from participant to participant.

What information does the State provide to E&T participants when they are referred? Select all that apply.

- ☒ Information about accessing E&T services
- ☒ Case Management
- ☐ Dates
- ☒ Contact information
- ☐ Other

How is the referral communicated? Select all that apply.

- ☐ Orally
- ☒ Electronic Forms
- ☐ Physical Forms
- ☐ Emails
- ☐ Text Messages
- ☐ Other

If the State receives a reverse referral request from an E&T provider, what steps does the State take?

When a potential participant first interacts with E&T through a Service Provider, the Provider staff completes a short assessment of the individual to determine if the Provider's services are a good match for the individual's needs. If there is a good match to the Provider's services, and a spot is available, the Provider confirms with DBME that the individual is a SNAP participant and can participate in E&T. This is done through the Tableau Referral Report. If the participant was not referred during the initial screening, the Provider may request a referral by completing a designated referral request form, which is received by FAA. The FAA Eligibility Worker screens and determines the appropriateness of referral during the initial or recertification interview process, or when a change is reported that causes the participant to no longer be eligible for a work exemption, or when a participant indicates they are interested in E&T. When a participant is a work registrant with no exemption, and the participant meets the State specific criteria, the FAA Eligibility Worker completes the E&T referral. For participants who do not meet the State specific criteria, who are exempt from the work requirements, and for whom a referral was not made at the last interview, a referral is provided when a participant contacts an FAA eligibility worker.

How does the State communicate to the SNAP participant that they are in SNAP E&T? Select all that apply.

- ☒ Orally
- ☐ Electronic Forms
- ☐ Physical Forms
- ☐ Emails
- ☐ Text Messages
- ☐ Other

How does the State communicate to the SNAP participant about their rights to receive participant reimbursements? Select all that apply.

- ☒ Orally
- ☐ Electronic Forms
- ☐ Physical Forms
- ☐ Emails
- ☐ Text Messages
- ☐ Other

How is information about the referral communicated to E&T providers, as applicable?

The referral to the E&T services is keyed into AZTECS by the FAA Eligibility Worker. A daily report of all referred participants is extracted from AZTECS and provided to the SNAP CAN Providers on the Tableau Referral Report. When a participant requests services from a SNAP CAN Provider, the provider searches the Tableau Referral Report to determine if the participant has been referred for E&T services.

How is information about the referral communicated within the State agency?

The referral to E&T services is keyed into AZTECS by the FAA Eligibility Worker. The information is then transmitted to the JAS and available to SNAP CAN State staff.

After referral, what additional steps does the E&T participant take to access the program? Select all that apply.

- ☒ Assessment
- ☐ Orientation
- ☒ Meet with case manager
- ☐ Other

ASSESSMENT

Does the State require or provide an assessment?

☒ Yes

☐ No

Who conducts the assessment? Select all that apply.

☐ State Agency

☒ E&T Provider

☐ Self-Assessment

☐ Intermediary

☐ Local Office

☐ Other

When are participants assessed?

SNAP CAN Providers must assess participants before rendering services, determining their suitability for the program component, and if there is an available spot.

Describe the assessment. List the tools used in the assessment.

An employability assessment is used with the participant. The SNAP CAN provider may utilize the WIO-1287A Employment Assessment form or develop their own. The SNAP CAN provider must assess the participant for:

- Career and education history
- Goals
- Skills (e.g. general skills necessary for the labor market, soft skills and other skills applicable in a variety of settings, interpersonal communication skills, critical thinking, etc.)
- Abilities and interests
- Family obligations
- Other job-related assets
- Barriers to participation and employment

Does the assessment result in the completion of an individual employment plan?

☒ Yes

☐ No

How are assessment results shared with State agency staff? Select all that apply.

- ☐ Orally
- ☐ Electronic Forms
- ☐ Physical Forms
- ☐ MIS System
- ☐ Email
- ☐ Other
- ☒ Assessment is not shared with State agency staff

Explain why assessment results are not shared with State agency staff.

Arizona does not require the providers to share the results with State agency staff.

How are assessment results shared with E&T providers? Select all that apply.

- ☐ Orally
- ☐ Electronic Forms
- ☐ Physical Forms
- ☐ MIS System
- ☐ Email
- ☒ Other
- ☐ Assessment is not shared with E&T providers

Explain how else assessment results are shared with E&T providers.

The E&T providers complete the assessment.

How are assessment results shared with E&T participants? Select all that apply.

- ☒ Orally
- ☐ Electronic Forms
- ☐ Physical Forms
- ☐ Email
- ☐ Other
- ☐ Assessment is not shared with E&T participants

Are participants reassessed?

- ☐ Yes
- ☒ No

CONCILIATION PROCESS

In accordance with 7 CFR 273.7(c)(3), State agencies have the option to offer a conciliation period to noncompliant E&T participants. The conciliation period provides mandatory E&T participants with an opportunity to comply before the State agency sends a notice of adverse action. The conciliation process is not a substitute for the determination of good cause when a client fails to comply.

Does the State agency offer a conciliation process?

☐ Yes

☒ No

CASE MANAGEMENT SERVICES

The State E&T program must provide case management services to all E&T participants. In accordance with 7 CFR 273.7(c)(6)(ii), State agencies are required to include specific information about the provision of case management services in the E&T State plan.

What types of E&T case management services will be offered to the participant? Select all that apply.

- ☒ Comprehensive Intake Assessments
- ☒ Individualized Service Plans
- ☒ Progress Monitoring
- ☒ Coordination with Service Providers
- ☒ Reassessment
- ☐ Other

Who delivers the case management services in your State? Select all that apply.

- ☐ SNAP State agency
- ☐ Local Office(s)
- ☐ Intermediary
- ☒ E&T Providers

How are case management services delivered in your State? Select all that apply.

- ☐ Group Meeting (virtual)
- ☐ Group Meeting (in person)
- ☒ Individual (virtual)
- ☒ Individual (in person)
- ☒ Phone
- ☒ Text
- ☒ Email
- ☐ Other

Describe how E&T case managers coordinate with other staff and services. Coordination can involve tracking E&T participation, sharing information that may be relevant to participation in E&T (e.g. information related to good cause or a work exemption), and referral to additional services.

QUESTION	RESPONSE FIELD
How do E&T case managers coordinate with: SNAP eligibility staff	Service Providers communicate with Family Assistance Administration (FAA) Eligibility workers through the Employee Benefits Unit (EBU) email and the Tableau Referral Report.
How do E&T case managers coordinate with: State E&T staff	ADES directly coordinates with service providers and ensures that clients are enrolled in at least one allowable activity. SNAP CAN Providers are required to accurately track and report the activities of participants to internal State staff monthly. This ensures the providers are actively engaging in case management services with each participant on a monthly basis. To make this an efficient administrative process, ADES has given providers a detailed spreadsheet (PAS Report) to report client activities. This spreadsheet is reviewed each month and recorded in ADES internal systems. SNAP CAN staff also have quarterly partner meetings, which include all SNAP CAN Providers, in which staff reiterate the importance of case management, provide feedback, and accept questions from third-party providers. In addition, a minimum of six one-to-one meetings and two in-person visits are held with each provider to monitor progress with participants and program effectiveness.
How do E&T case managers coordinate with: Other E&T providers	A Partner Referral occurs when a SNAP recipient needs services that the SNAP CAN Provider does not provide. Clients can be co-enrolled with multiple providers. This means that the SNAP CAN Providers share the same participant within the same calendar month. However, to be eligible for reimbursement, each SNAP CAN Provider must provide a different activity. Duplicated services are not reimbursable. The system import process is coded to only allow one activity/component per month, per provider. There is no reimbursement to a provider if the same component for the same client is submitted in the same month. The duplicated component is placed on an exception report and is not reimbursed. Case management services may also include activities and support services outside SNAP CAN. These services must directly support an individual's participation in SNAP CAN, to count towards the individual's work requirements and only use SNAP E&T funds for allowable components, activities, and participant requirements.
How do E&T case managers coordinate with: Community resources	Case managers utilize the https://211arizona.org website to identify what resources are available locally to assist individuals. Services on the 211 website include: Supplemental Food and Nutrition Programs Shelter and Housing Options Utilities Assistance Emergency Information and Disaster Relief Employment and Education Opportunities Services for Veterans Healthcare, vaccination and health epidemic information Addiction Prevention and Rehabilitation Programs Re-entry help for ex-offenders Support groups for individuals with mental illnesses or special needs A safe, confidential path out of physical and/or emotional domestic violence.

How does the State agency ensure E&T participants receive targeted case management services through an efficient administrative process, per 7 CFR 273.7(c)(6)(ii)?

SNAP CAN Providers are responsible for providing case management services. These efforts are captured on a participant's ECDP and progress notes. They are audited quarterly by QAIA to make sure providers are in compliance.

How do your offered case management services support the participant in the E&T program and provide activities and resources that help the participant achieve program goals?

Case management services include a comprehensive intake, assessment, individual's employment plan, progress monitoring, and coordination with service providers and support services. Case management must be targeted to the individual participant, to support them as they progress through program services.

How does the SNAP State agency ensure the case management services offered do not act as an impediment to successful participation in E&T?

Case management services must support the participant's activities and not be an impediment to participation in SNAP CAN. The provider should do their best to accommodate potential needs and assess issues for participant appointments, including virtual and phone appointments. The State ensures that case management is provided at least monthly, which is verified through program monitoring.

GOOD CAUSE

In accordance with 7 CFR 273.7(i), the State agency is responsible for determining good cause when a SNAP recipient fails or refuses to comply with SNAP work requirements. Since it is not possible for FNS to enumerate each individual situation that should or should not be considered good cause, the State agency must take into account the facts and circumstances, including information submitted by the employer and by the household member involved, in determining whether or not good cause exists.

How does the State agency reach out to the SNAP participant to determine good cause? Select all that apply.

- ☒ Phone Call
- ☐ Email
- ☐ Text Message
- ☒ Physical Form

How does the State agency reach out to the employers to determine good cause? Select all that apply.

- ☒ Phone Call
- ☐ Email
- ☐ Text Message
- ☒ Physical Form

How does the State agency reach out to E&T providers to determine good cause? Select all that apply.

- ☒ Phone Call
- ☐ Email
- ☐ Text Message
- ☐ Physical Form
- ☐ MIS System

How many attempts are made to reach out to the SNAP participant for additional information?

- ☒ One
- ☐ Two
- ☐ Three
- ☐ More than three

What is the State agency's criteria for good cause?

When a participant quits their job, reduces their work hours, or refuses a job offer, the participant must provide the State agency with a good cause reason in order to not be disqualified from SNAP benefits.

The State determines good cause on a case-by-case basis. The FAA Eligibility Worker must ask clarifying questions to determine if the participant has a good cause reason. The State agency's policy contains good cause reasons that include, but are not limited to, all of the following:

Circumstances beyond the participant's control, such as illness or the incapacity of another person that requires the presence of the participant, because the distance to the job was unreasonable due to no public or private transportation and being too far to walk, or because the commuting time exceeds two hours, not including the time needed to take a child to a child care facility.

An unanticipated emergency, such as a court-ordered appearance or incarceration, that stops a participant from reporting for work, severe weather that stops the participant and other people from going to work, or the lack of adequate child care when the participant is responsible for the care of a child who is between the ages of six through 11.

The participant's inability to write or speak a language necessary for employment.

Employer discrimination based on Age, Race, Sex, Color, Handicap, Religious beliefs, National origin, or Political beliefs.

Work demands or conditions that render continued employment unreasonable, including but not limited to, working without being paid on schedule.

Resignation by a participant under age 60, recognized by the employer as retired.

Quitting a job to accept new employment of similar hours and salary and, through no fault of the participant, the job fails to materialize, results in a layoff, work hours are less than 20 hours per week, or provides weekly earnings less than the federal minimum wage multiplied by 20 hours per week.

Leaving a job is connected with patterns of employment in which workers frequently move from one employer to another, such as migrant farm labor or construction work.

Employment that is unsuitable. Employment may be suitable at the time a participant accepts a job, but becomes unsuitable later. This can occur when:

The employment is subject to the federal minimum wage laws;

Weekly earnings or the training wage must be less than the federal minimum wage multiplied by 20 hours per week;

When the employment is not subject to the federal minimum wage laws, weekly wages must be less than 80 percent of the federal minimum wage multiplied by 20 hours per week; or

The job being offered is on a piece-rate basis, and the average weekly income that the employee can reasonably expect to earn is less than 80 percent of 20 hours per week at federal minimum wage.

The employee is required to join, not join, or quit a labor organization as a condition of employment.

The job offered is at a location subject to strike or lockout unless the strike has been enjoined under the Taft-Hartley Act (Section 208 of the Labor Management Relations Act [29 U.S.C. 178]) or an injunction issued under Section 10 of the Railway Labor Act (45 U.S.C. 160).

Note: A striker who belongs to a union may not refuse work just because the job offered is non-union.

When the participant can demonstrate, or it can be determined that the participant is physically or mentally incapable of performing the assigned tasks of the job, has documented medical evidence or reliable verification from other sources as required, that the degree of risk to health and safety is unreasonable, or that the work hours or type of job interferes with the participant's religious convictions, beliefs, or practices. When a job is offered in the first 30 calendar days of work registration that is not in the participant's field of experience. After the first 30 calendar days of registration, the participant may be required to accept a job outside the field of experience.

The SNAP participant was required to leave a job due to accepting other employment of comparable hours or salary or becoming enrolled at least half-time in any recognized school, training program, or institution of higher education.

The SNAP participant was required to leave a job due to another participant in the budgetary unit that is accepting employment in another city or county that requires the budgetary unit to move or enroll at least half-time in any recognized school, training program, or institution of higher education in another city or county.

Describe the State agency's process to determine good cause if there is not an appropriate and available opening for an E&T participant.

Arizona operates a voluntary E&T Program and will not take any negative action, such as disqualifying any SNAP participant, for failure to comply with SNAP E&T services. An ABAWD participant who misses some hours with good cause meets an ABAWD work requirement when the absence from work or a work program is temporary. An ABAWD participant is determined to have good cause for not meeting the ABAWD work requirements when the circumstances are beyond the control of the participant. Good cause for not meeting an ABAWD work requirement could include, and is not limited to, any of the following: Illness. Illness of other household members, requiring the presence of the participant. Household emergency. Unavailability of transportation. For the benefit month that the ABAWD participant did not meet the ABAWD work requirements, the full month of NA benefits does not count towards the three countable months for the ABAWD benefit time limit when all of the following apply: The participant reported the change timely. The participant provided a good cause reason. The good cause reason is temporary and the ABAWD participant returns to meeting the ABAWD work requirement in the following month. When the reason for the reduction in hours is not temporary, the ABAWD participant needs to meet one of the following to receive more than three countable full months of benefits: An ABAWD work requirement. An NA work requirement [exemption.](#) An ABAWD exemption.

PROVIDER DETERMINATIONS

In accordance with 7 CFR 273.7(c)(18) a State agency must ensure that E&T providers are informed of their authority and responsibility to determine if an individual is ill-suited for a particular E&T component.

Describe the process used by E&T providers to communicate provider determinations to the State agency.

The Provider Determination process begins when a SNAP CAN Provider determines that a SNAP CAN participant is ill-suited for the component they are enrolled in. If ill-suited for the provider's component, the provider can enroll participants in another component in their organization, and will notify DERS Staff on the monthly PAS Report. When the SNAP CAN Provider does not have another appropriate component better suited for the participant, they will complete the Provider Determination form within ten calendar days. On the Provider Determination form, the SNAP CAN Provider provides a description of the situation and information that led them to make the decision that the participant is ill-suited for their component, along with recommendations for next steps based on their assessment. The SNAP CAN Provider is able to attach any additional documentation (e.g., incident reports, case notes, etc.) to the Provider Determination form to support their decision. The form is emailed to both DERS and DBME.

DBME's EBU will document the case file with the Provider Determination request and instructions to reassess the work registration and State-specific criteria at the next recertification. EBU will also upload the Provider Determination form and any additional information provided by the SNAP CAN Provider to the participant's NA case file.

At the next recertification, or when the participant contacts the NA eligibility staff, the FAA Eligibility Worker will complete the following:

Reassess the physical and mental fitness of the individual using NA work requirement exemptions and apply State-specific criteria and coordinate with other federal, State, or local workforce or assistance programs to identify work opportunities or assistance for individuals. This will primarily be accomplished by providing the individual with the toll-free number to ARIZONA@WORK, which provides direct connection with various federal and State employment assistance agencies, along with partnering with various community and faith-based employment assistance programs.

When a reassessment is completed, the FAA Eligibility Worker will code AZTECS with the appropriate referral or non-referral code, and will document the case file with the results of the reassessment. This information is transmitted to the JAS and is made available to SNAP CAN Staff.

NOTE: A SNAP CAN Provider redetermination request is not an exemption from SNAP work requirements or ABAWD work requirements.

Describe how the State agency notifies clients of a provider determination.

DERS staff will notify the participant in writing, within ten calendar days of receiving a Provider Determination form, of what a Provider Determination is, the next steps the agency will take as a result of the Provider Determination at their next recertification, confirmation that they are not being sanctioned, contact information for DBME, and the option for the participant to contact SNAP Eligibility if they would like the Provider Determination process to be completed earlier than their next recertification.

Additionally, this written notice will include ABAWD information and inform the participant that they will accrue countable months in the next full benefit month unless they fulfill an ABAWD work requirement, live in a waived area, or are exempt from ABAWD work requirements. The participant will be informed of the

outcome of a reassessment during the recertification interview, or when contact is made mid-certification to request a reassessment.

What is the timeframe for contacting clients after receiving a provider determination?

- ☐ 1-3 Days
- ☐ 4-7 Days
- ☒ 8-10 Days

DISQUALIFICATION POLICY FOR GENERAL WORK REQUIREMENTS

This section applies to the General Work Requirements, not just to E&T, and should be completed by all States, regardless of whether they operate a mandatory or voluntary E&T program.

All work registrants are subject to SNAP work requirements at 7 CFR 273.7(a). A nonexempt individual who refuses or fails to comply without good cause, as defined at 7 CFR 273.7(2), (3), and (4), with SNAP work requirements will be disqualified and subject to State disqualification periods. Noncompliance with SNAP work requirements includes voluntarily quitting a job or reducing work hours below 30 hours a month, and failing to comply with SNAP E&T (if assigned by the State agency).

What period before application does the State agency use to determine voluntary quit and/or reduction in work effort without good cause per 7 CFR 273.7(j)(1)?

☒ 30 Days

☐ 60 Days

For all occurrences of non-compliance discussed below, must the individual also comply to receive benefits again?

☐ Yes

☒ No

For the first occurrence of non-compliance per 7 CFR 273.7(f)(2), the individual will be disqualified until the later of:

☒ One month or until the individual complies, as determined by the State agency

☐ Up to 3 months

For the second occurrence of non-compliance per 7 CFR 273.7(f)(2)(ii), the individual will be disqualified until the later of:

☒ Three months or until the individual complies, as determined by the State agency

☐ Up to 6 months

For the third or subsequent occurrence per 7 CFR 273.7(f)(2)(iii), the individual will be disqualified until the later of:

- ☒ 6 months or until the individual complies, as determined by the State agency
- ☐ A date determined by the State agency
- ☐ Permanently

The State agency will disqualify the:

- ☐ Individual
- ☒ The entire household if the head of household is an ineligible individual

PARTICIPANT REIMBURSEMENTS

In accordance with 7 CFR 273.7(d)(4), State agencies are required to pay for or reimburse participants for expenses that are reasonable, necessary, and directly related to participation in E&T. State agencies may impose a maximum limit for reimbursement payments. If a State agency serves mandatory E&T participants, it must meet all costs associated with mandatory participation. If an individual's expenses exceed those reimbursements available by the State agency, the individual must be placed into a suitable component or must be exempted from mandatory E&T.

QUESTION	RESPONSE FIELD
Estimated number of E&T participants to receive participant reimbursements	6,433
Estimated number of E&T participants to receive reimbursements for dependent care participation costs	77
Estimated number of E&T participants to receive reimbursements for transportation and other participation costs	3,246
Percentage of participants expected to receive reimbursements	100.00%
Estimated budget for E&T participant reimbursements in upcoming FY	\$1,859,087.00
Estimated budget per participant in fiscal year	\$288.99
Estimated number of E&T participants to receive participant reimbursements per month	536
Estimated budget of participant reimbursements per E&T participant per month	\$289.04

PARTICIPANT REIMBURSEMENT DETAILS

Complete the table below with information on each participant reimbursement offered/permitted by the State agency (do not indicate information for each provider). A description of each category is included below. If the participant reimbursement is provided by multiple entities (such as State agencies and E&T providers) or has multiple methods of payment, a separate entry in the table must be completed.

- **Allowable Participant Reimbursements.** Every State agency must include child care and transportation in this table, as well as other major categories of reimbursements (examples of categories include, but are not limited to: tools, test fees, books, uniforms, license fees, electronic devices, etc.). Mandatory States must meet all costs associated with participating in an E&T program, or else they must exempt individuals from E&T.
- **Participant Reimbursement Caps (optional).** States have the option to establish maximum levels (caps) for reimbursements available to individuals. Indicate any caps on the amount the State agency will provide for the participant reimbursement.
- **Who provides the participant reimbursements?** Indicate if the participant reimbursement is provided by the State agency, a provider, or an intermediary. The State agency remains ultimately responsible for ensuring individuals receive participant reimbursements, even if it has contracted with another entity to provide them.
- **What is the payment method for Participant Reimbursements?** Indicate the mechanism used to disburse payment to E&T participants.
- **Method of disbursement.** Indicate if the participant receives the participant reimbursement in advance or as a reimbursement. Also indicate if the amount of the participant reimbursement is an estimated amount or the actual amount.

Allowable Participant Reimbursements	Participant Reimbursement Caps (Optional)	Who Provides the Participant Reimbursement?	What is the payment method for Participant Reimbursements?	Method of Disbursement
Child Care	\$300 per participant, per month	SNAP E&T Provider	Direct payment to vendor(s)	Providers can use their discretion in their method of reimbursement disbursement.
Clothing, personal hygiene, uniforms, grooming, vision and medical or dental if reasonable, necessary, and directly related to E&T	\$1,000 per participant, per year	SNAP E&T Provider	Direct payment to vendor(s)	Providers can use their discretion in their method of reimbursement disbursement.
Emergency one-time Utility/Housing Assistance reasonably necessary to participate in E&T	\$300 per participant, per month	SNAP E&T Provider	Direct payment to vendor(s)	Providers can use their discretion in their method of

after exhausting all other resources				reimbursement disbursement.
Gas card, bus pass	\$100 per participant, per month	SNAP E&T Provider	Direct payment to vendor(s)	Providers can use their discretion in their method of reimbursement disbursement.
Technology to access and participate in E&T, such as cell phone services, laptop, hotspot	\$800 per participant, per year	SNAP E&T Provider	Direct payment to vendor(s)	Providers can use their discretion in their method of reimbursement disbursement.
Test fees, course fees, books, training materials, supplies, fingerprinting, background checks, driver's license, registration fees, legal assistant, if allowed and required for E&T	\$3,500 per participant, per year	SNAP E&T Provider	Direct payment to vendor(s)	Providers can use their discretion in their method of reimbursement disbursement.
Vehicle repairs, bike purchases	\$1,000 per participant, per year	SNAP E&T Provider	Direct payment to vendor(s)	Providers can use their discretion in their method of reimbursement disbursement.

Is dependent care provided? Select yes even if E&T funds are not being used.

☒ Yes

☐ No

Provide a URL link or describe in a written response: the payment rates for childcare reimbursements, established in accordance with the Child Care and Development Block Grant (CCDBG) based on local market rate surveys.

SNAP CAN does not provide dependent care for participants directly. Instead, the State allows SNAP CAN Providers to reimburse participants up to \$300 per participant, per month for child care costs associated with E&T participation. This amount was arrived at after reviewing the 2022 Arizona Child Care Market Rate Survey from ADES. Given that Arizona has a division dedicated to reducing barriers to employment and program participation through child care, the amount of \$300 per participant per month is intended to close any gaps in obtaining child care and/or to cover emergency child care. Parents, in cooperation with their selected SNAP CAN Provider and the Child and Community Services Division (CCSD), may select a

participating child care provider that satisfies applicable State and local requirements, including health and safety requirements.

In addition to seeking services through CCSD, SNAP CAN partners with Head Start to provide even more avenues for childcare and early childhood education. In April 2022, the federal government expanded access to Head Start to include SNAP recipients, when previously the income based program was only accessible to those on Supplemental Security Income and TANF. Through this partnership, both Community-Based Organizations and Community Colleges are able to refer clients to Head Start locations in their area. Head Start has also encouraged SNAP CAN providers to assist clients with the application process if needed.

How is childcare paid for?

- ☒ Direct payment to provider
- ☐ Reimbursement to participants
- ☐ Provider voucher
- ☐ Contract for dependent care
- ☐ Other

If dependent care agencies have a waiting list or otherwise cap the number of enrolled dependents, how will the State agency ensure E&T participants with dependent care needs receive dependent care?

SNAP CAN Providers and the State program team rely on the State's CCSD to ensure clients, and the State as a whole, are provided with adequate child care. Additionally, because the State operates an entirely voluntary E&T Program, SNAP benefits are not impacted by a client's inability to obtain child care for participation in E&T. The SNAP CAN Program's cap of \$300 per participant, per month is also intended to cover any emergency child care in the case of family member illness, dependent care facility closures due to illness outbreaks, and/or more. SNAP CAN providers are also encouraged to develop strong working relationships with Head Start locations in their area. Through the intentional building of relationships to reduce barriers for families, all involved will be able to communicate about capacity, waiting lists, requirements, and more.

How does the State agency ensure that the participant has the necessary participant reimbursements to begin participation in the E&T program?

SNAP CAN providers assess and offer any support services the participant needs to be successful in their program services. Providers invoice the state for all allowable expenses related to participant support service reimbursements.

WORK REGISTRANT DATA

The SNAP general work requirements are described at 7 CFR 273.7(a). Individuals who do not meet a federal exemption from the general work requirements, as listed in 7 CFR 273.7(b)(1), are subject to the general work requirement and must register for work. In accordance with 7 CFR 273.7(c)(10), the State agency must submit to FNS the number of work registrants in the State as of October 1st. This information is submitted on the first quarter E&T Program Activity Report (FNS-583).

Describe the process the State agency uses to count all work registrants in the State as of the first day of the new fiscal year (October 1).

DBME takes the total number of SNAP participants and excludes those that are age exempt and those that meet a federal work exemption.

Provide information about how work registrant data is pulled from the eligibility system, including the date the data is pulled.

DBME automatically runs a scheduled report, via AZTECS, on midnight on the last working day of September each year, to identify all active work registrants receiving SNAP benefits, by first considering all active SNAP participants and determining, of these participants, which participants do not have a designated federal work registration exemption based on ADES' system coding. The data on Line 1 of the SNAP E&T Program Activity Report (FNS-583) identifies the total number of work registrants receiving SNAP benefits as of October 1 of each FFY.

How are work registrants identified in the eligibility system?

On the work registration screen (WORW) in the eligibility system (AZTECS), work registrants are indicated as nonexempt from the work requirements (WR) and nonexempt from the ABAWD time limit (RA) Work Participation Codes.

Describe measures taken to prevent duplicate counting of work registrants within the federal fiscal year.

As indicated earlier, DERS automatically runs an annual, scheduled report to identify all active work registrants. This data is placed into the Food Programs Reporting System and, on a quarterly basis (on the first Saturday of January, April, July and October), a comparison of unique High Level Client Index numbers and Social Security Numbers is made to identify and to exclude a duplicate counting of those individuals already counted in previous quarters. The data on Line 2 of the FNS-583 identifies, on a quarterly basis, the total number of work registrants receiving SNAP benefits for each quarter of the FFY. The total clients for each quarter is an unduplicated count throughout the FFY.

OUTCOME REPORTING MEASURES

Indicate the data source used for the national reporting measures. Select all that apply.

Outcome Reporting Measures	Employment & Earnings Measures	Attainment of Credential / Certificate	Measurable Skill Gains
Quarterly Wage Records (QWR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
National Directory of New Hires (NDNH)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Management Information System (MIS)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Manual Follow-up with SNAP E&T Participants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Random Sample	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Indicate the data source used for the State-specific component measures. Select all that apply.

- ☒ Quarterly Wage Records (QWR)
- ☒ National Directory of New Hires (NDNH)
- ☒ State Management Information System (MIS)
- ☐ Manual Follow-up with SNAP E&T Participants
- ☐ Random Sample

Indicate the MIS used (e.g. SNAP eligibility system, State's Department of Labor MIS.)

DES uses AZTECS, the SNAP eligibility system, and JAS, the database that collects all information for SNAP E&T services

COMPONENTS OVERVIEW

Which non-education, non-work components does the State agency plan to offer? Select all that apply.

- ☒ Job Retention
- ☒ Job Search Training
- ☐ Self-Employment Training
- ☒ Supervised Job Search
- ☐ Workfare

Which educational components does the State agency plan to offer? Select all that apply.

- ☒ Basic / Foundational Skills Instruction
- ☒ Career / Technical Education Programs or other Vocational Training
- ☒ English Language Acquisition
- ☐ Integrated Education and Training / Bridge Programs
- ☐ Other Educational Program
- ☐ Work Readiness Training

Which work experience components does the State agency plan to offer? Select all that apply.

- ☐ Work Activity
- ☐ Work-Based Learning

NON-EDUCATION, NON-WORK COMPONENT: JOB RETENTION

Description of the component. Provide a summary of the activities and services.

Please note: Arizona tracks this Job Retention as (JRT) instead of (JR).

This activity is conducted by SNAP CAN Providers and is offered for a minimum of 30 calendar days to a maximum of 90 calendar days. The State ensures participants are receiving this service by closely monitoring the dates and hours they are enrolled in this component. Each month the provider must report the activities associated with job retention. Only participants who have secured employment during SNAP CAN participation are eligible for Job Retention Services, even when the individual is no longer receiving SNAP. Services are available to participants who are receiving SNAP benefits in the month of, or the month before, the beginning of the 90 calendar days. Allowable support services within this activity include clothing, equipment, or tools required to do a job, test fees, union dues, licensing and bonding fees, and transportation. Additionally, case management and post-employment counseling/coaching may also be provided.

Indicate the Target Population this component will serve. Select all that apply.

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ Single parents
- ☒ Students
- ☒ Those that reside in rural areas
- ☒ Underemployed
- ☒ Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Participants must be employed and receive at least minimum wage. Required skills and knowledge include the ability to participate in counseling, coaching, case management, and participant reimbursements to assist job performance, support employment, and increase earnings.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

2,102

Estimated Annual Component Administrative Cost

\$2,242,204.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of SNAP E&T participants who entered unsubsidized employment through SNAP E&T services and then participated in JR.	Numerator will include those participants who participated in Job Retention during the period of 10/1/2025 to 9/30/2026. Denominator will include the number of participants that received unsubsidized employment through SNAP CAN services.

NON-EDUCATION, NON-WORK COMPONENT: JOB SEARCH TRAINING

Description of the component. Provide a summary of the activities and services.

Please note: Arizona tracks Job Search Training as (REA), instead of (JST).

This activity is conducted by SNAP CAN Providers and focuses on assisting participants in preparing to obtain and maintain employment. Skills taught to participants may involve education/training in career exploration and planning, work ethics, personal appearance, resume preparation, job search techniques, and other work-related components. The level of effort should be comparable to spending approximately 12 hours a month for two months. This activity is limited to 12 weeks in the preceding 12-month period. The 12 weeks do not have to be consecutive. When determining the 12-week limit. Participation in another allowable component is required upon reaching the 12-week limit. This activity may be combined with the supervised job search component or other qualifying components as appropriate.

Indicate the Target Population this component will serve. Select all that apply.

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ Single parents
- ☒ Students
- ☒ Those that reside in rural areas
- ☒ Underemployed
- ☒ Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Criteria for participation will be determined by each SNAP CAN Provider. Participants should have a desire to seek and obtain employment. Services include but are not limited to: Labor Market Information (LMI), job seeking skills instruction, resume writing, employability assessment, coaching, work ethic training, or job placement services. No experience is necessary.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

4,152

Estimated Annual Component Administrative Cost

\$5,760,538.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
Number of people who obtain employment after participating in the component.	Numerator will include those participants who obtained employment while participating in the component during the period of 10/1/2025 to 9/30/2026. Denominator will include the number of participants that participated in the component during the same period.

NON-EDUCATION, NON-WORK COMPONENT: SUPERVISED JOB SEARCH

Provide a summary of the State guidelines implementing supervised job search.

Please note: Arizona tracks this activity under (JOB) instead of (SJS).

This activity is conducted by SNAP CAN Providers and requires the participant to complete their activity while being monitored on their progress. Participants who are work-ready (as determined by an assessment), are recently unemployed, or who prefer job search to other components will be referred to this activity. The level of effort should be comparable to spending approximately 12 hours a month for two months making job contacts. The time limit for this component is 12 weeks within 12 months. If a participant reaches the maximum number of hours, their provider is directed to refer the participant to a different component. The State screens provider locations through a service description assessment where State staff determine whether criteria is met.

State staff approve provider locations for Supervised Job Search based on (1) skilled staff able to identify labor market needs, (2) access to computers and the internet, and (3) the ability to track hours. These three criteria markers are tailored to meet the needs of participants for the purpose of interacting with a provider that has the necessary knowledge and skills to guide and support participants through a successful job search. Supervision of individual or group activities take place at SNAP CAN Providers' facilities, in a computer lab/resource room, or virtually through Zoom and other conferencing platforms or systems. Providers with virtual options can operate through a laptop loaner program, which includes providing a hotspot device for internet needs. This is part of the operational/administration reimbursement cost.

Providers can cover a monthly internet cost to participants under reimbursement as well. Providers have monthly contact with individuals regarding their case and progress. Supervised Job Search may be combined with job readiness or other qualifying components as appropriate.

Describe the direct path to employment.

While SNAP CAN Providers are responsible for intake and referral to the correct activity, SNAP CAN staff closely monitors success to ensure supervised job search leads to employment opportunities for individuals enrolled in this activity. On a quarterly basis, IT Staff run a report and pull the number of individuals who were enrolled in and obtained employment through participation in SNAP CAN. Additionally, SNAP CAN Providers turn in a monthly report where they are required to inform SNAP CAN staff of any changes to the employment status of participants. ADES also collects the wage provided and if any benefits are offered. The goal is not just for participants to have a job, but rather to have meaningful employment that leads to economic mobility. The component the participant is enrolled in is listed on the same PAS Report so SNAP CAN staff can see if individuals are succeeding in Supervised Job Search. Each month and quarter ADES can see exactly how successful each SNAP CAN Provider is with Supervised Job Search.

Indicate the Target Population this component will serve. Select all that apply.

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ Single parents
- ☒ Students
- ☒ Those that reside in rural areas
- ☒ Underemployed
- ☒ Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Participants need to have work-ready skills (as determined by an assessment), recently unemployed experience and computer literacy for job search. Participants will need to feel comfortable with computers/email/fax/phone, search for job listings, participate in a job club, or secure identification, professional license or certifications.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

1,560

Estimated Annual Component Administrative Cost

\$3,654,602.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
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<p>Number of people who obtain employment after participating in the component.</p>	<p>Numerator will include those participants who obtained employment while participating in the component during the period of 10/1/2025 to 9/30/2026.</p> <p>Denominator will include the number of participants that participated in the component during the same period.</p>
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EDUCATIONAL COMPONENT: BASIC / FOUNDATIONAL SKILLS INSTRUCTION

Description of the component. Provide a summary of the activities and services.

Please note: Arizona tracks this activity under (GED and REM) instead of (EPB).

This activity is conducted by SNAP CAN Providers. Participants may be referred to activities that include adult basic and/or foundational skills instruction to meet employer requirements in the hiring process and to increase participant employability. This includes GEDs and basic foundational skills and education. There are no limits for education components established by FNS regulations. The level of effort, depending on the program, should be comparable to spending approximately 12 hours per month for up to 24 months. If a reasonable period of basic education does not result in incremental progress, the ECDP will be reviewed and revised as circumstances change to maintain the individual's goals of improving job skills.

Basic/Foundational Skills Instruction may be combined with job search, job readiness, or other qualifying components as appropriate.

Indicate the Target Population this component will serve. Select all that apply.

- ☐ ABAWDs
- ☐ Homeless
- ☐ Returning citizens (aka: ex-offenders)
- ☐ Single parents
- ☐ Students
- ☐ Those that reside in rural areas
- ☐ Underemployed
- ☐ Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Experience level is beginner for participants looking for high school or equivalent educational programs, remedial education programs to achieve a basic literacy level, and instructional programs in English as a second language. This includes basic knowledge for instructional training in math, English, computer literacy, or other subjects, which provide direct skills attainment for employability. In addition, it is necessary for the participant to have the ability to improve basic skills for employability that have a direct link to employment.

Will this component be offered statewide?

☒ Yes

☐ No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

196

Estimated Annual Component Administrative Cost

\$268,849.00

Not supplanting. Describe how the State agency ensures that costs attributed to the E&T program are not supplanting funds used for other existing educational programs.

Due to the number and variety of contracted Providers, this is verified during the fiscal and program monitoring process. Provider budget documents contain language related to supplementing vs supplanting. Providers are required to explain, in detail, how existing educational services are continued and which new services are provided through the use of SNAP CAN funds. This is verified through examining supporting documentation. Participant counts are verified and analyzed in addition to a robust examination of internal controls regarding supplementation.

Cost parity. Describe how the State agency ensures that costs charged to E&T do not exceed the costs charged for non-E&T participants.

This clause is included in SNAP CAN Provider contracts, and the Individualized Service Budget approval process coupled with fiscal monitoring ensures relevant training costs (e.g. staff salary, goods and materials, and facilities costs) are all reasonable. Purchasing/procurement processes and a random sample of individual purchases are evaluated to ensure costs are compliant with federal cost principles at 2 CFR 200. Any tuition/training costs are also verified to align with publicly offered services.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
Number of people who obtain a diploma or certification after participating in the component.	Numerator will include those participants who obtained a diploma or certification after completing the component during the period of 10/1/2025 to 9/30/2026. Denominator will include the number of participants who participated in the educational training component during the period of 10/1/2025 to 9/30/2026.

EDUCATIONAL COMPONENT: CAREER / TECHNICAL EDUCATION PROGRAMS OR OTHER VOCATIONAL TRAINING

Description of the component. Provide a summary of the activities and services.

Please note: Arizona tracks Vocational Training as (VOC) instead of (EPC).

This activity is conducted by SNAP CAN Providers and includes organized educational and/or training programs that prepare the participant for employment in a current or emerging occupation. Participants may not be assigned to this activity if they already possess self-supporting skills for jobs available in the local community area.

Components are provided by educational or training organizations that may include vocational-technical (vo-tech) schools, community colleges, post-secondary institutions, proprietary schools, nonprofit organizations, and secondary schools. Vocational training may be combined with supervised job search, job readiness, or other qualifying components as appropriate. The level of effort, depending on the program, should be comparable to spending a minimum of 12 hours per month for up to 24 months. If a reasonable period of vocational training does not result in incremental progress, the ECDP will be reviewed and revised as circumstances change to maintain the individual's goals of improving job skills.

The following are the most common certifications can be obtained through the SNAP CAN providers:

Certified Nursing Assistant - CNA

Licensed Practical Nurse - LPN

Certified Medical Assistant - CMA

Culinary

Forklift Certification

Occupational Safety Health Administration - OSHA 10

National Center for Construction Education and Research Core Certification - NCCER

Indicate the Target Population this component will serve. Select all that apply.

- ☐ ABAWDs
- ☐ Homeless
- ☐ Returning citizens (aka: ex-offenders)
- ☐ Single parents
- ☐ Students
- ☐ Those that reside in rural areas
- ☐ Underemployed
- ☐ Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Participants experience required credentials between low-skill adults and livable wage jobs. Participants are required to have knowledge, work history and skills for occupational assessment, entry-level job skills training, customized training, institutional skills training or upgrade training.

Will this component be offered statewide?

☒ Yes

☐ No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

644

Estimated Annual Component Administrative Cost

\$1,313,922.00

Not supplanting. Describe how the State agency ensures that costs attributed to the E&T program are not supplanting funds used for other existing educational programs.

Due to the number and variety of contracted Providers, this is verified during the fiscal and program monitoring process. Provider budget documents contain language related to supplementing vs supplanting. Providers are required to explain in detail how existing educational services are continued and which new services are provided through the use of SNAP CAN funds. This is verified through examining supporting documentation. Participant counts are verified and analyzed in addition to a robust examination of internal controls regarding supplementation.

Cost parity. Describe how the State agency ensures that costs charged to E&T do not exceed the costs charged for non-E&T participants.

This clause is included in SNAP CAN Provider contracts, and the Individualized Service Budget approval process coupled with fiscal monitoring ensures relevant training costs (e.g. staff salary, goods and materials, and facilities costs) are all reasonable. Purchasing/procurement processes and a random sample of individual purchases are evaluated to ensure costs are compliant with federal cost principles at 2 CFR 200. Any tuition/training costs are also verified to align with publicly offered services.

Outcome Measure

**Describe the methodology for the outcome reporting measure.
Include timeframes being reported (e.g. denominator and**

	numerator)
Number of people who obtain certification after participating in the component.	<p>Numerator will include those participants who obtained certification after completing the component during the period of 10-1-2025 to 9-30-2026.</p> <p>Denominator will include the number of participants who participated in vocational training during the period of 10-1-2025 to 9-30-2026.</p>

EDUCATIONAL COMPONENT: ENGLISH LANGUAGE ACQUISITION

Description of the component. Provide a summary of the activities and services.

Please note: Arizona tracks English Language Acquisition as (ESL) instead of “EPEL”.

This activity is conducted by SNAP CAN Providers. Participants may be referred to activities to increase participant employability. This training assists participants in their efforts to be more proficient in the English language. Services/training provided may be in a classroom or through individual tutoring. English language acquisition may be combined with job search, job readiness, or other qualifying components as appropriate. The level of effort, depending on the program, should be comparable to spending approximately 12 hours per month for up to 24 months. If a reasonable period of basic education does not result in incremental progress, the ECDP will be reviewed and revised as circumstances change to maintain the individual’s goals of improving job skills.

Indicate the Target Population this component will serve. Select all that apply.

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ Single parents
- ☒ Students
- ☒ Those that reside in rural areas
- ☒ Underemployed
- ☒ Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

There are no skills, knowledge, or experience necessary to participate in this component, other than the ability to read and write in the client's native language.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

12

Estimated Annual Component Administrative Cost

\$43,261.00

Not supplanting. Describe how the State agency ensures that costs attributed to the E&T program are not supplanting funds used for other existing educational programs.

Due to the number and variety of contracted Providers, this is verified during the fiscal and program monitoring process. Provider budget documents contain language related to supplementing vs supplanting. Providers are required to explain in detail how existing educational services are continued and which new services are provided through the use of SNAP CAN funds. This is verified through examining supporting documentation. Participant counts are verified and analyzed in addition to a robust examination of internal controls regarding supplementation.

Cost parity. Describe how the State agency ensures that costs charged to E&T do not exceed the costs charged for non-E&T participants.

This clause is included in SNAP CAN Provider contracts, and the Individualized Service Budget approval process coupled with fiscal monitoring ensures relevant training costs (e.g. staff salary, goods and materials, and facilities costs) are all reasonable. Purchasing/procurement processes and a random sample of individual purchases are evaluated to ensure costs are compliant with federal cost principles at 2 CFR 200. Any tuition/training costs are also verified to align with publicly offered services.

CONTRACTS OVERVIEW

The State agency must enter every contract or third-party partner. Additionally, the State agency must report if an intermediary directly holds subcontracts with employment and training providers for the delivery of SNAP E&T services. The table below summarizes overall information across all contracts.

Total Number of Contracts + Subcontracts	Total Participants to be Served by Contracts	Total Admin Costs	Total Participant Reimbursement Costs	Total Budget
26	6,433	\$13,283,376.00	\$1,859,087.00	\$15,142,463.00

CONTRACTOR: ARIZONA CENTER FOR YOUTH RESOURCES

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

- ☒ Basic / Foundational Skills Instruction
- ☐ Career / Technical Education Programs or other Vocational Training
- ☒ Case Management Services
- ☐ English Language Acquisition
- ☐ Job Retention
- ☒ Job Search Training
- ☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

45

Are participant reimbursements provided by the Contractor?

- ☒ Yes
- ☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$2,000.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$490,928.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: AROUET FOUNDATION

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

89

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$32,250.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$706,091.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: COMPASSION CONNECT

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☒ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

120

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$135,000.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$177,678.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: DRESS FOR SUCCESS

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

517

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$175,124.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$973,739.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: ELEVATION NURSING SCHOOL

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☐ Job Retention

☒ Job Search Training

☐ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

10

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$28,608.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$92,709.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: EMPOWERMENT SYSTEMS

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

34

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$64,848.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$312,865.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: GAP MINISTRIES

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

45

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$20,122.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$1,624,978.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: GREEN VALLEY ASSISTANCE

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

120

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$10,000.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$170,326.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: HABITAT FOR HUMANITY

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

20

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$44,901.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$99,913.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: LIFE BRIDGE

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☒ English Language Acquisition

☐ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

2,400

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$43,468.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$371,258.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: LITERACY VOLUNTEERS OF MARICOPA COUNTY

Is this Contractor an Intermediary with subcontractors?

- ☐ Yes
- ☒ No

Indicate the service type

- ☐ Consulting
- ☒ E&T Services
- ☐ Automation/IT
- ☐ Marketing
- ☐ Other

Will this E&T service be offered statewide?

- ☒ Yes
- ☐ No

Which E&T Services are offered by this contractor?

- ☒ Basic / Foundational Skills Instruction
- ☐ Career / Technical Education Programs or other Vocational Training
- ☒ Case Management Services
- ☒ English Language Acquisition
- ☐ Job Retention
- ☒ Job Search Training
- ☐ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

56

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$47,600.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$91,554.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: LIVE AND LEARN

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

33

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$103,194.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$505,998.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: NATIVE AMERICAN ADVANCEMENT FOUNDATION

Is this Contractor an Intermediary with subcontractors?

- ☐ Yes
- ☒ No

Indicate the service type

- ☐ Consulting
- ☒ E&T Services
- ☐ Automation/IT
- ☐ Marketing
- ☐ Other

Will this E&T service be offered statewide?

- ☒ Yes
- ☐ No

Which E&T Services are offered by this contractor?

- ☒ Basic / Foundational Skills Instruction
- ☐ Career / Technical Education Programs or other Vocational Training
- ☒ Case Management Services
- ☐ English Language Acquisition
- ☐ Job Retention
- ☒ Job Search Training
- ☐ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

12

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$18,332.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$130,454.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☒ Yes

☐ No

CONTRACTOR: NEIGHBORHOOD MINISTRIES

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☒ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

46

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$45,009.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$498,207.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: NORTHLAND PIONEER COLLEGE

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☐ Job Retention

☒ Job Search Training

☐ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

30

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$200,000.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$907,037.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☒ Yes

☐ No

CONTRACTOR: NOURISH PHOENIX

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☒ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

127

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$136,900.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$218,650.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: PER SCHOLAS

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

110

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$10,000.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$368,306.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: PHOENIX DREAM CENTER

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☐ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

8

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$15,000.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$124,604.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: PHOENIX RESCUE MISSION

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

220

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$75,750.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$852,603.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: PIMA COMMUNITY COLLEGE

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☐ Job Retention

☐ Job Search Training

☐ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

14

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$80,000.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$215,421.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: QUALITY CONNECTIONS

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

26

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$12,282.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$422,946.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: REGIONAL CENTER FOR BORDER HEALTH

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☒ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☐ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

23

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$15,184.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$347,943.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: ST. JOSEPH THE WORKER

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

1,896

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$419,989.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$985,152.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: ST. MARYS FOOD BANK

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

243

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$55,161.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$1,079,312.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: UMOM

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☐ Basic / Foundational Skills Instruction

☒ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

177

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$50,365.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$1,330,180.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

CONTRACTOR: YWCA

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

☒ Basic / Foundational Skills Instruction

☐ Career / Technical Education Programs or other Vocational Training

☒ Case Management Services

☐ English Language Acquisition

☒ Job Retention

☒ Job Search Training

☒ Supervised Job Search

Annual Number of SNAP E&T Participants to be Served

12

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$18,000.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$0.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$184,524.00

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

☐ Yes

☒ No

WBL PROGRAMS OVERVIEW

State agencies must report on each provider that plans to offer a Work-based Learning (WBL) component, whether it is unsubsidized or subsidized by SNAP E&T funds.

OPERATING BUDGET

The regulations at 7 CFR 273.7(c)(6) outline State agencies must include an operating budget for the year. Complete all cost categories, as applicable. Note that the cost categories, outside of the contractual or county administered program line items, apply only to the State agency costs. The calculated values will automatically display upon selecting the Quick Save button.

Direct Program and Admin Costs

	Non-Federal Share	Federal Share	Total
Salary/Wages (State agency only)	\$0.00	\$1,264,437.00	\$1,264,437.00

List Full Time Equivalent (FTE) staff positions, percentage of time spent on the project, and average annual salary of each position. Example: E&T Manager - \$60,000 * .50 FTE = \$30,000; 5 E&T Counselors = \$25,000 * 1.00 FTEs * 5 = \$125,000.

1.5 AUDITOR 2 = \$49,797 * 1.00 FTE * 1.50 = \$74,695
 0.6 BUSINESS ANALYSIS MANAGER = \$106,578 * 1.00 FTE * 0.60 = \$63,947
 0.3 BUSINESS ANALYSIS MANAGER SENIOR = \$112,827 * 1.00 FTE * 0.30 = \$33,848
 1.7 BUSINESS ANALYST = \$65,000 * 1.00 FTE * 1.70 = \$110,500
 1.5 BUSINESS ANALYST SENIOR = \$85,000 * 1.00 FTE * 1.50 = \$127,500
 0.3 CONTRACTS MANAGEMENT COORDINATOR = \$70,000 * 1.00 FTE * 0.30 = \$21,000
 0.6 CONTRACTS MANAGEMENT SUPERVISOR 2 = \$77,000 * 1.00 FTE * 0.60 = \$46,200
 1.0 DISTRICT PROGRAM MANAGER 1 = \$79,200 * 1.00 FTE = \$79,200
 0.7 DISTRICT PROGRAM MANAGER 2 = \$85,000 * 1.00 FTE * 0.7 = \$59,500
 0.5 FINANCIAL ANALYST 1 = \$56,100 * 1.00 FTE * 0.50 = \$28,050
 0.5 FINANCIAL ANALYST 2 = \$67,100 * 1.00 FTE * 0.50 = \$33,550
 0.5 FINANCIAL ANALYST SENIOR = \$82,000 * 1.00 FTE * 0.50 = \$41,000
 0.9 HUMAN SERVICES PROGRAM DEVELOPMENT SPECIALIST = \$56,453 * 1.00 FTE * 0.90 = \$50,808
 0.4 INFORMATION SECURITY ANALYST = \$52,320 * 1.0 FTE * 0.40 = \$20,928
 7.0 OUTREACH COORDINATOR = \$53,574 * 1.00 FTE * 7.00 = \$375,015
 0.4 POLICY MANAGER = \$76,670 * 1.00 FTE * 0.40 = \$30,668
 0.1 PROCUREMENT SERVICES SUPERVISOR = \$91,300 * 1.00 FTE * 0.10 = \$9,130
 0.1 QUALITY ASSURANCE MANAGER = \$54,970 * 1.00 FTE * 0.10 = \$5,497
 0.5 QUALITY ASSURANCE SUPERVISOR = \$65,686 * 1.00 FTE * 0.50 = \$32,843
 0.4 SERVICE DESK ANALYST = \$51,395 * 1.00 FTE * 0.4 = \$20,558
 Total = 19.5 FTE \$1,264,437

	Non-Federal Share	Federal Share	Total
Fringe Benefits	\$0.00	\$509,062.00	\$509,062.00

Explain how fringe benefits are calculated and clearly explain how the amount listed was determined. If charging fringe benefits to the E&T program, provide the approved fringe rates.

40.26 percent of direct salary/wages:
 $\$1,264,437 \text{ Salary Wages} * 0.4026 = \$509,062$

	Non-Federal Share	Federal Share	Total
Non-Capital Equipment	\$0.00	\$153,516.00	\$153,516.00

Describe non-capital equipment and supplies to be purchased with E&T funds.

This includes postage, copier services, office supplies, phone, internet, and technology equipment.

	Non-Federal Share	Federal Share	Total
Materials	\$0.00	\$5,000.00	\$5,000.00

Describe materials to be purchased with E&T funds.

This cost is based on budget availability for outreach materials.

	Non-Federal Share	Federal Share	Total
Travel	\$0.00	\$15,000.00	\$15,000.00

Describe the purpose and frequency of staff travel charged to the E&T program. This should not include E&T participant reimbursements for transportation. Include planned staff training and registration costs for training that will be charged to E&T funds.

This includes staff travel for the purpose of attending conferences, training sites, provider locations or events, or other office locations.

	Non-Federal Share	Federal Share	Total
Building Space	\$0.00	\$4,225.00	\$4,225.00

Explain how building space is calculated and clearly explain how the amount listed above was determined. If charging building space to the E&T program, describe the method used to calculate space value.

Net Area - 162.00
 Share of Common Area sq. ft. - 138.57

Total Square Footage - 300.57
 Cost per Square Foot - \$14.06
 ANNUAL COST - \$4,225.00

	Non-Federal Share	Federal Share	Total
Equipment and other capital expenditures	\$0.00	\$0.00	\$0.00

Describe equipment and other capital expenditures over \$5,000 per item that will be charged to E&T funds. (In accordance with 2 CFR 200.407, prior written approval from FNS is required.)

\$0.00

	Non-Federal Share	Federal Share	Total
Subtotal / State Agency Costs Only	\$0.00	\$1,951,240.00	\$1,951,240.00
Contractual Costs	\$6,382,315.25	\$6,901,060.75	\$13,283,376.00
County Administered Direct Program Admin Cost	\$0.00	\$0.00	\$0.00
Total Direct Program and Admin Costs	\$6,382,315.25	\$8,852,300.75	\$15,234,616.00

Indirect Costs - Using Indirect Cost Rate

	Non-Federal Share	Federal Share	Total
Indirect Costs	\$0.00	\$0.00	\$0.00

Indirect costs (also called overhead costs) are allowable activities that support the E&T program, but are charged directly to the State agency. If using an indirect cost rate approved by the contingent agency, upload the approval letter.

Indirect Costs - Using Federally Approved Cost Allocation Plan

	Non-Federal Share	Federal Share	Total
Federally Approved Cost Allocated Costs - State agency only	\$0.00	\$462,053.00	\$462,053.00
County Administered Allocated Costs (only applicable to County Administered Programs)	\$0.00	\$0.00	\$0.00
Total Allocated Costs based on Cost Allocation Plan	\$0.00	\$462,053.00	\$462,053.00

In-kind Contribution

	Non-Federal Share	Federal Share	Total
State In-kind Contribution	\$0.00	\$0.00	\$0.00
Total Administrative Costs	\$6,382,315.25	\$9,314,353.75	\$15,696,669.00

Participant Reimbursements

	Non-Federal Share	Federal Share	Total
Dependent Care	\$47,660.00	\$47,660.00	\$95,320.00
Transportation & Other Costs	\$827,300.50	\$936,466.50	\$1,763,767.00
State Agency Cost for Dependent Care	\$0.00	-	\$0.00
Total Participant Reimbursements	\$874,960.50	\$984,126.50	\$1,859,087.00

Total Costs

	Non-Federal Share	Federal Share	Total
Total Cost	\$7,257,275.75	\$10,298,480.25	\$17,555,756.00

FUNDING SOURCES

Fields for the Funding Sources section will populate from other sections, such as the Operating Budget section or annual allocations decided by FNS OET.

The system will provide the States 100 percent allocation as well as the target for the total 50/50 funds, as provided in the annual E&T final allocation memo.

State agencies may enter funds into the field "100 Percent Federal Grant - Additional Funds" for planning purposes. This field must be blank before initial submission. State agencies that wish to request additional 100% funds can do so via the Funding Requests tab. If the request is approved, State agencies will see the approved amount populated in this field, and a new State Plan Amendment must be submitted.

The system utilizes a formula that distributes administrative costs to the various funding sources (i.e. 100 percent Federal, 50 percent Federal Admin and 50 percent Non-Federal Admin.) The formula also establishes a funding hierarchy for the use of all available 100 percent Federal funds. This funding hierarchy will assign the planned administrative expenses against the regular 100 Federal grant first, then depending upon availability, against additional 100 percent funds, able-bodied adults without dependents (ABAWD) pledge funds, if applicable. Any planned costs over the available 100 percent funds will be evenly distributed against the 50 percent Admin funds.

The planned expenses shown for the field "100% Federal Grant" will be inclusive of the formula allocation, as well as any additional Federal funds approved. Fields in the column "Distribution of Planned Expenses" are populated from the planned expenses table. States can use this table to extrapolate figures, but cannot submit the form until 100% of Federal additional funds under the "Allocation or Target" column has been removed.

SNAP Employment and Training Funding Sources

Source Type	Funding Sources	Allocation or Target	Distribution of Planned Expenses	Over/Under Allocation/Target or Over/Under Planned Expenses	Percent of Allocation Planned Use
Federal	100 Percent Federal Grant	\$2,413,293.00	\$2,413,293.00	\$0.00	100.00%
Federal	100 Percent Federal Grant - Additional Funds	\$0.00	\$0.00	\$0.00	-
Federal	ABAWD Pledge Grant		\$0.00	\$0.00	-
Federal	Total - All 100 Percent Funds	\$2,413,293.00	\$2,413,293.00	\$0.00	-
Federal	50 Percent Administrative	-	\$6,901,060.75	-	-
Non-Federal	50 Percent Administrative	-	\$6,382,315.25	-	-
Federal	50 Percent Participant Reimbursements	-	\$984,126.50	-	-
Non-Federal	50 Percent Participant Reimbursements	-	\$874,960.50	-	-
Federal	Total 50 Percent Federal Target	\$5,961,765.00	\$7,885,187.25	\$1,923,422.25	-
Total	All Sources	\$8,375,058.00	\$17,555,756.00	-	-

Total Fiscal Year Plan Funding

Funding Sources	Non-Federal Share	Federal Share	Total
100 Percent Federal Grant	-	\$2,413,293.00	\$2,413,293.00
ABAWD Pledge Grant	-	\$0.00	\$0.00
50 Percent Administrative	\$6,382,315.25	\$6,901,060.75	\$13,283,376.00
50 Percent Dependent Care	\$47,660.00	\$47,660.00	-
50 Percent Transportation/Other	\$827,300.50	\$936,466.50	-
50 Percent Total Participant Reimbursements	\$874,960.50	\$984,126.50	\$1,859,087.00
Total 50 Percent Funds	\$7,257,275.75	\$7,885,187.25	\$15,142,463.00
Total	\$7,257,275.75	\$10,298,480.25	\$17,555,756.00

PLEDGE TO SERVE ALL ABAWDs

The Act authorizes FNS to allocate \$20 million annually to State agencies that commit, or pledge, to ensuring the availability of education, training, or workfare opportunities that permit able-bodied adults without dependents (ABAWDs) to remain eligible beyond the 3-month time limit.

To be eligible for these additional funds (pledge funds), State agencies must pledge to offer and provide an opportunity in a work program that meets the participation requirements of 7 CFR 273.24 to every applicant and recipient who is in the last month of the 3-month time limit and not otherwise exempt. Individuals are exempt from the time limit if they meet an exception under 7 CFR 273.24(c), reside in an area covered by a waiver in accordance with 7 CFR 273.24(f), or who are exempted by the State under 7 CFR 273.24(g).

Is the State agency pledging to offer qualifying activities to all ABAWDs subject to the criteria under 7 CFR 273.7(d)(3)(i)?

☐ Yes

☒ No

COMPLIANCE ADDENDUM OVERVIEW

The purpose of the State Plan Compliance Addendum is to ensure approval of compliant SNAP E&T State Plans and increase accountability for FNS and State staff in working towards actionable timelines. FNS must address compliance issues found in the SNAP E&T State Plan during the State Plan review process with State agencies and should address all possible compliance issues before October 1, to allow for timely approval of the State plan. If the State agency indicates that the compliance issue(s) identified in the State Plan cannot be remedied before October 1, the State Plan Compliance Addendum must be completed by FNS and the State agency.

The Addendum becomes part of the approved E&T State Plan and details the steps and timeline States will use to come into compliance with the Food and Nutrition Act of 2008, as amended (FNA), SNAP regulations, and FNS guidance. Therefore, the Addendum is subject to review by FNS during the Management Evaluation (ME) process. The State agency's failure to comply with the action steps and timeline specified in the Addendum may be subject to corrective action under the ME process and carry over into next year's Compliance Addendum.

COMPLIANCE ISSUE: INADEQUATE EMPLOYER CONSULTATION

Select the relevant State Plan section.

Program Operations

Provide a description of the compliance issue, including regulatory citations.

For the employers consulted, the State failed to list what types of jobs are available and in-demand in the areas that E&T participants are located, and are they good jobs (wages, benefits, schedules), what credentials and skills do employers use to make hiring decisions, what training providers are considered the best for preparing participants for the identified the workforce development network attend What are the current challenges facing local labor markets, and what labor market trends does the WDB envision in the next year, three years, or five years? Resources: 7 CFR 273.7(c)(5) <https://fns-prod.azureedge.us/sites/default/files/resource-files/snap-et-growingandstrengthening-wdb-20250730.pdf>

Steps State will take to meet requirement	Projected Completion Date	Actual Completion Date
Effective December 1, 2025, we will keep detailed documentation of each engagement with employers as per 7 CFR 273.7(c)(5).	12/01/2025	