

# USDA FNS SNAP E&T STATE PLAN

STATE NAME	STATE CODE	FEDERAL FISCAL YEAR	VERSION
Mississippi	MS	2026	Original Submission

**FORM STATUS:** Approved on 09/29/2025 11:53 AM EDT

## KEY PROGRAM STAFF

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

Name	E-mail
Justin Rushing	<a href="mailto:Justin.rushing@mdhs.ms.gov">Justin.rushing@mdhs.ms.gov</a>

## 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
AE	Adult Education
APHSA	American Public Human Services Association
BEAM	Broadband Expansion and Accessibility of Mississippi
CaseMod	Case Management Module
CBO	Community-Based Organization(s)
CFR	Code of Federal Regulations

CRA	Community Resource Advocates
DWDPM	Division of Workforce Development & Partnership Management
E&T	Employment and Training
EAE	Division of Economic Assistance Eligibility
ETPL	Eligible Training Provider List
FFY	Federal Fiscal Year
FNS	Food and Nutrition Service
FY	Fiscal Year
FY	Fiscal Year
GA	General Assistance
GA	General Assistance
HCC	Hinds Community College (Hinds CC)
HUD	Housing and Urban Development
ICP	Individual Care Plan
ITO	Indian Tribal Organization
LWDA	Local Workforce Development Area
MAVS	Mississippi Application Verification Eligibility Reporting and Information Control System (MAVERICS)
MBCI	Mississippi Band of Choctaw Indians
MCCB	Mississippi Community College Board
MDES	Mississippi Department of Employment Security
MDHS	Mississippi Department of Human Services
MDOC	Mississippi Department of Corrections
MDOT	Mississippi Department of Transportation
MDRS	Mississippi Department of Rehabilitative Services
NCRC	National Career Readiness Certificate
NOFO	Notice of Funding Opportunity
PDD	Planning and Development District
RJI	Refill Jackson Initiative
S2W	Skills2Work
SMI	State Median Income
SNAP	Supplemental Nutrition Assistance Program
SWIB	State Workforce Investment Board
TA	Technical Assistance

TANF	Temporary Assistance for Needy Families
TWP	TANF Work Program
UI	Unemployment Insurance
USDA	United States Department of Agriculture
WBL	Work-Based Learning
WIOA	Workforce Innovation and Opportunity Act
WORE	Work Registration Screen

## 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 Mississippi Department of Human Services will create a prosperous Mississippi by empowering Mississippi families to become self-sufficient through the necessary resources and support, while serving as good stewards of the public funds entrusted to the agency. The mission of the Mississippi Department of Human Services offers Mississippians, young and old, tangible help today to create lasting hope for tomorrow.

The vision of the Mississippi Department of Human Services' (MDHS) Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) program is to provide SNAP recipients with opportunities to gain skills, training and education to meet the needs of Mississippi's current employers, attract new industry, and build Mississippi's economy. MDHS offers education/training opportunities statewide through the Skills2Work partner network. The network currently includes one community college that offers and provides education and training courses in-person and online. The online attendance option provides eligible participants in various regions of the state with the opportunity to receive training where otherwise inaccessible.

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
<a href="#">Link to resource</a>	MDHS SNAP Policy Manual

## 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.

The agency will operate a mandatory program for all non-exempt ABAWDs in the State. The ABAWDs will be granted State Exemption from E&T participation when it is deemed inappropriate to refer the ABAWD and/or when there are no available slots for participation.

MDHS agreement with NSPARC will end on 12/31/25 and access to the case management system, CaseMod, will be terminated. As a contingency, the agency will continue to use of the MAVERICS eligibility system to create and track E&T referrals, including appointments for orientation/assessment. Additionally, system edits will be conducted to allow release of the E&T \$80 monthly support stipend for eligible participants. MDHS has also identified an Automation/Information Technology vendor, Promise, to standup a replacement case management system to ensure continuation of services, tracking and participant monitoring. Eligibility staff and Skills2Work partners will receive notice of the CaseMod system replacement and provided training on use of the new system and associated processes ahead of its implementation.

During FFY 2025, the Economic Programs Training Team was formed. The teams' focus is delivering training to promote policy and procedural understanding that is in alignment with MDHS' Economic Programs' goals. The team will build core competencies in policy and processes, equip staff to perform duties and support continuous learning, development and leadership in human services.

MDHS will continue its efforts to expand the Skills2Work partner network.

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.

The replacement case management system will allow MDHS to improve reporting capabilities and accuracy of data and advance administrative efficiency in caseload management.

DWDPM will revise the SNAP E&T Orientation sessions to include a PowerPoint presentation to support thoroughly informing program participants of their rights, responsibilities, and benefits of E&T program participation including any subsequent penalty.

DWDPM will identify and hire a Program Specialist to serve functionally as an E&T Compliance Specialists. The E&T Compliance Specialist, with the support of other SNAP E&T staff including Policy, will review and monitor E&T cases for compliance with state and federal regulation. The specialist will assist with program oversight and management.

# 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

Describe how the State agency consulted with the State workforce development board in designing its SNAP E&T program. Include the names, dates and outcomes of the consultation.

Date	State Workforce Development Board Name	Title(s) of Person Consulted	Outcome of Consultation
07/22/2025	Accelerate MS	Executive Director	Each agency revised/updated their referral question for the WIOA Hub.

## 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.

In 2021, the State Office of Workforce Development, AccelerateMS, was created. Under the directive of Governor Tate Reeves, AccelerateMS is now responsible for coordinating state workforce efforts and submitting the state's WIOA Plan. Under Mississippi Senate Bill 2723, passed in April 2022, all state agencies vested in workforce development are required to collaborate with AccelerateMS in workforce development initiatives. MDHS, along with other collaborators, has met with AccelerateMS throughout the year and, Mississippi's State Workforce Investment Board (SWIB) has served in an advisory role.

MDHS had a meeting scheduled with the Executive Director Kell Smith of the MS Community College Board for July 21st to discuss intermediary options. We continue follow-up discussions.

MDHS met with leaders from the state's workforce areas on August 17th to discuss growth of the E&T program through intermediaries. We discussed the potential for one or more of the state's Planning & Development Districts to serve in this role. We continue follow-up discussions.

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).

Mississippi operates under a Combined WIOA State Plan. The Plan's core partners are the MS Department of Employment Security (MDES), MS Department of Human Services (TANF), MS Community College Board (AE), Mississippi Department of Rehabilitation Services (MDRS) and the MS local Workforce Investment Boards. WIOA partners utilize a "no wrong door approach" when serving participants. Through an electronic referral system known as the "WIOA Module/Hub", partner systems communicate in real time to make electronic referrals and share records thus maximizing all available resources.

The state's strategic vision is to create a workforce system that acts and functions as an ecosystem where all parts are connected and line up to achieve common goals so that every Mississippian has the opportunity to be work- or career-ready.

The Division of Workforce Development's staff members collaborate with the local workforce boards, county administrators, economic development directors, employers and community-based organizations to identify local workforce needs and tailor partnerships within the E&T program for emerging industries within the state. Workforce information is shared with MDHS County Directors to assist frontline staff in their efforts to connect individuals with education, training and employment opportunities.

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.

DWDPM uses TANF funding to provide a continuum of services to youth and adults throughout Mississippi. These services include After-school Program Activities, Parenthood Initiatives, Workforce Training and Education Programs, and Support Services. This alignment, along with the Skills2Work program, reduce the overall incidence of poverty and help increase self-sufficiency, After-school Program Activities are designed to help prevent and reduce out-of-wedlock pregnancies, while also preparing youth for the workforce through tutoring, mentorships, community pride, STEAM projects, financial literacy, family dynamics, and post-secondary education/career guidance. Parenthood Initiatives encourage the formation and maintenance of

two-parent families while providing education around healthy relationships, parenting, finance, workforce training and barrier mitigation. In determining the best use of Federal TANF funds, MDHS issues Request for Proposals (RFP) to solicit non-profit organizations and non-federal entities, in multiple locations across the state, for developing strong collaborative relationships to serve as the vehicles for delivery of these services and supports. Additionally, innovative wrap-around services are continually presented in scopes of service. MDHS may contract with public and/or private entities to provide services under TANF initiatives to assist families, end welfare dependency, and become self-sufficient. Although SNAP E&T funding cannot be used to serve TANF recipients, in efforts to assure transitional TANF recipients who cease to receive cash benefits due to income still receive vital employment and training services, MDHS in conjunction with federal and state partners developed a Continuum Services Model. The purpose of the Continuum Model is to encourage recipients to engage or remain engaged in career and technical programs or workforce skills training through SNAP E&T. Additional services and resources may be available through WIOA funded programs. Earning stackable credentials can help individuals move from entry level jobs to middle-skill jobs keeping the family from cycling back into the TANF program. The receipt of TANF transitional supportive services (childcare and/or transportation) will help meet the basic needs of the family so the adult can focus on his/her Success Plan. MDHS Chief Innovations Officer, Claire Graves, has also been developing a TANF Diversion Program, to provide meaningful one-time basic needs assistance to vulnerable families thereby preventing dependence on TANF government assistance and increasing the probability of self-sufficiency.

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).

MDHS discussions with the Mississippi Department of Corrections (MDOC) have centered on how SNAP E&T can serve the returning citizen population and thereby reduce recidivism rates. As a result of these discussions, MDHS has connected with MagCor Industries, a nonprofit entity created by state law that provides job training for inmates and for returning citizens. Discussions with MagCor have yielded opportunities for partnership with several entities. DWDPM is committed to providing education and technical assistance throughout the application process. MDHS has also been researching other state programs in an attempt to develop a collaborative with MDOT to help provide transportation to individuals with transportation barriers to employment and training. MDHS refers individuals with childcare needs as barriers to employment and training to the Division of Early Childhood Care and Development for childcare vouchers.



## 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

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
04/22/2025	Mississippi Band of Choctaw Indians	Julia Lindsey - Director of Choctaw E&T, Deborah Henry Choctaw E&T	The MBCI annual SNAP E&T meeting took place on April 22, 2025. MDHS staff discussed the state's SNAP E&T program along with explaining the Skills2Work Third Party Partnership Program. MBCI currently provides their own employment & training programs. MBCI has not expressed any interest in establishing an E&T partnership with MDHS in FFY26.

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

Indicate which of these counties offer **mandatory** E&T programs. The counties that are not selected will be marked as voluntary.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
<input type="checkbox"/> Adams County	<input type="checkbox"/> Itawamba County	<input type="checkbox"/> Pike County
<input type="checkbox"/> Alcorn County	<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pontotoc County
<input type="checkbox"/> Amite County	<input type="checkbox"/> Jasper County	<input type="checkbox"/> Prentiss County
<input type="checkbox"/> Attala County	<input type="checkbox"/> Jefferson County	<input type="checkbox"/> Quitman County
<input type="checkbox"/> Benton County	<input type="checkbox"/> Jefferson Davis County	<input type="checkbox"/> Rankin County
<input type="checkbox"/> Bolivar County	<input type="checkbox"/> Jones County	<input type="checkbox"/> Scott County
<input type="checkbox"/> Calhoun County	<input type="checkbox"/> Kemper County	<input type="checkbox"/> Sharkey County
<input type="checkbox"/> Carroll County	<input type="checkbox"/> Lafayette County	<input type="checkbox"/> Simpson County
<input type="checkbox"/> Chickasaw County	<input type="checkbox"/> Lamar County	<input type="checkbox"/> Smith County
<input type="checkbox"/> Choctaw County	<input type="checkbox"/> Lauderdale County	<input type="checkbox"/> Stone County
<input type="checkbox"/> Claiborne County	<input type="checkbox"/> Lawrence County	<input type="checkbox"/> Sunflower County
<input type="checkbox"/> Clarke County	<input type="checkbox"/> Leake County	<input type="checkbox"/> Tallahatchie County
<input type="checkbox"/> Clay County	<input type="checkbox"/> Lee County	<input type="checkbox"/> Tate County
<input type="checkbox"/> Coahoma County	<input type="checkbox"/> Leflore County	<input type="checkbox"/> Tippah County
<input type="checkbox"/> Copiah County	<input type="checkbox"/> Lincoln County	<input type="checkbox"/> Tishomingo County
<input type="checkbox"/> Covington County	<input type="checkbox"/> Lowndes County	<input type="checkbox"/> Tunica County
<input type="checkbox"/> DeSoto County	<input type="checkbox"/> Madison County	<input type="checkbox"/> Union County
<input type="checkbox"/> Forrest County	<input type="checkbox"/> Marion County	<input type="checkbox"/> Walthall County
<input type="checkbox"/> Franklin County	<input type="checkbox"/> Marshall County	<input type="checkbox"/> Warren County
<input type="checkbox"/> George County	<input type="checkbox"/> Monroe County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Greene County	<input type="checkbox"/> Montgomery County	<input type="checkbox"/> Wayne County
<input type="checkbox"/> Grenada County	<input type="checkbox"/> Neshoba County	<input type="checkbox"/> Webster County
<input type="checkbox"/> Hancock County	<input type="checkbox"/> Newton County	<input type="checkbox"/> Wilkinson County
<input type="checkbox"/> Harrison County	<input type="checkbox"/> Noxubee County	<input type="checkbox"/> Winston County
<input type="checkbox"/> Hinds County	<input type="checkbox"/> Oktibbeha County	<input type="checkbox"/> Yalobusha County
<input type="checkbox"/> Holmes County	<input type="checkbox"/> Panola County	<input type="checkbox"/> Yazoo County
<input type="checkbox"/> Humphreys County	<input type="checkbox"/> Pearl River County	
<input type="checkbox"/> Issaquena County	<input type="checkbox"/> Perry County	

What are the characteristics of the population the State intends to mandate to its E&T program? Separate characteristics with commas to ensure that all data points are captured independently. Be sure all spelling errors are resolved to avoid inconsistencies in reporting.

Able Bodied Adults without Dependents (ABAWD) that are not otherwise exempt.

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	128,000

## State Exemptions

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

EXEMPTION	TOTAL INDIVIDUALS
DE - Responsible for a dependent under the age of 18	31,657
IC - Incapacitated or has a physical or mental disability	23,385
NA - Not an ABAWD	41,198
WO - Under age 18 or over the age of 60	6,845

QUESTION	RESPONSE FIELD
Total estimated number of work registrants exempt from mandatory E&T	103,085
Percent of all work registrants exempt from E&T	80.54%

## ABAWDs

QUESTION	RESPONSE FIELD
Anticipated number of ABAWDs in the State	2,185
Anticipated number of ABAWDs in waived areas of the State	0
Anticipated number of ABAWDs to be exempted under the State's ABAWD discretionary exemption allowance	1,500
Anticipated number of ABAWDs in the State who meet the criteria under 7 CFR 273.7(d)(3)(i)	685

## E&T Participants

QUESTION	RESPONSE FIELD
Anticipated number of mandatory E&T participants	135
Anticipated number of voluntary E&T participants	135
Total anticipated number of E&T participants	270
Anticipated number of ABAWDs to be served in E&T	135

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

- ☐ Annually
- ☒ Bi-annually
- ☐ Other

## 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.

The Divisions of Economic Programs, Division of Workforce Development and Partnership Management (DWDPM) and Division of Economic Assistance Eligibility (EAE) administer the SNAP E&T Program statewide.

DWDPM is responsible for establishing and issuing standard operating procedures, FNS compliance related to SNAP E&T (including the E&T state plan), implementation of E&T policy statewide, identifying potential SNAP E&T partners, and managing the onboarding and contractual relationships with Skills2Work (S2W) and non-S2W partners. E&T policy changes are implemented at the state level and communicated to EAE specialists and E&T partners via bulletin(s), memorandum(s), and training(s), as appropriate. DWDPM E&T field staff are assigned to the four workforce districts within the state, operating and servicing all 82 counties. Designated staff are responsible for identifying and recruiting E&T sponsors and Skills2Work partners. Skills2Work partner onboarding is executed by DWDPM's director and appointed state office staff. The staff is responsible for maintaining partnership relations in their respective districts, providing technical assistance and training to EAE staff, Skills2Work partners, and prospective E&T partners. The E&T staff works collaboratively to monitor E&T program operations including ABAWD compliance, Skills2Work participation, billing rosters, communications between the eligibility staff and S2W partners, identifying error trends, and provide assistance as needed.

Economic Assistance Eligibility (EAE) staff is responsible for SNAP eligibility determination and SNAP program general operations. EAE County Office Directors and/or designated supervisors provide overall supervision of EAE staff in the designated county. Responsibilities include but are not limited to conducting review of SNAP cases to ensure accuracy in policy application, eligibility determination, screening for referrals and exemptions, proper coding, and benefit issuance. Economic Assistance's Eligibility Specialists are responsible for determining initial/ongoing SNAP eligibility, screening for work registration status and applicable exemption(s), screening for appropriateness of referral to E&T, completing E&T referral, conducting E&T orientation/assessment, and providing case management which includes but is not limited to E&T activity assignment/placement, monitoring and tracking participation and slot availability.

Each specialist is assigned a distinct role and responsibility in the processing SNAP applications and role in SNAP E&T program. Role assignment(s) may be adjusted based on caseloads and/or staffing needs.

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



Updates and/or revisions to SNAP E&T Policy is issued by the DWDPM to EAE and E&T partners (as applicable), via bulletin and/or memorandum.

Both EAE and DWDPM staff have access to the MS Application Verification of Eligibility Reporting and Information Control System (MAVERICS) and CaseMod, the case management system. Each case record is documented in MAVERICS (MAVS) on the Interactive Interview Documentation (IIDO) Screen and Case Documentation (CADM) Screen, as well as CaseMod. Eligibility Specialist, and other designees, use these platforms to exchange information and facilitate communication about a participant. Screening and determination of referral to E&T is completed during the certification process. The eligibility specialist assigns an appointment for an E&T participant to attend orientation/assessment within 10 days of case approval. Appointments including date, time, and location are documented in MAVS and issued to the individual verbally, and in writing via the F936 MS SNAP Work Requirements Notice. S2W partner information is updated by DWDPM and posted in iManage Worksite. Skills2Work partners utilize the SNAP Employment & Training (E&T) Communication Form to request information or report changes in SNAP eligibility or participation via electronic submission (encrypted email). The DWDPM field staff monitors all communications between the EAE county office staff and the Skills2Work Partner, providing assistance as needed. S2W partners have access to all participants enrolled in their program via CaseMod. Designated S2W partner navigators can make component entry, case notes and make applicable edits as deemed necessary in CaseMod. CaseMod viewing of S2W participants is restricted to those individuals who are enrolled in the specified partner's program. All referrals must be processed within 14-days of receipt, where possible.

MDHS' agreement with NSPARC will end on 12/31/25 and access to the current case management system, CaseMod, will be terminated. As a contingency, the agency will continue to use of the MAVERICS eligibility system to create and track E&T referrals, including appointments for orientation/assessment. Additionally, the system edits will allow release of the E&T \$80 monthly support stipend for eligible participants. The Automation/Information Technology vendor, Promise, will standup a replacement case management system to ensure continuation of services, tracking and participant monitoring. Eligibility staff and Skills2Work partners will receive notice of the case management system's replacement and provided training on use of the new system and associated processes ahead of its implementation.

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

CaseMod, a web-based application, allows for E&T participant data, as well as E&T related activities to be captured and reported. MDHS staff and S2W partners have access to various parts of the module according to the user's role. Case notes, participation records including hours, the MDHS support stipend, noncompliance notes and E&T activities, etc. are tracked within CaseMod. The SNAP E&T Communication Form is used to provide written documentation of contact between MDHS and the E&T provider when requesting or reporting information regarding a SNAP E&T participant or interested applicant(s). The form is shared electronically between the entities through encrypted email including any supporting documentation. Information about SNAP E&T participants engaged in activities beyond the scope of S2W is shared via telephone communication, encrypted email submission, the SNAP E&T ABAWD Work Requirement Referral Letter, and/or the SNAP E&T Participant Attendance Report. Communication between the MDHS staff, non-S2W site providers and S2W partners occurs as necessary or at least monthly.

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

Policy, procedures and other information is communicated to MDHS staff and applicable partners, including S2W providers, via electronic transmission of bulletins and memorandums statewide. Guidelines and trainings are provided via Zoom, Microsoft TEAMS meetings and/or in-person. In some instances, policy and procedure changes are provided to E&T providers through direct verbal communication.

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.

CaseMod, a web-based application, allows for E&T participant data, as well as E&T related activities to be captured and reported. MDHS staff and S2W partners have granted access to various parts of the module according to the user's role. Case notes, participation records including hours, the MDHS support stipend, noncompliance notes and E&T activities, etc. are tracked within CaseMod.

The SNAP E&T Communication Form is used to provide written documentation of contact between MDHS and the E&T provider when requesting or reporting information regarding a SNAP E&T participant or interested applicant(s). The form is shared electronically between the entities through encrypted email including any supporting documentation.

Information about SNAP E&T participants engaged in activities beyond the scope of S2W is shared via telephone communication, encrypted email submission, the SNAP E&T ABAWD Work Requirement Referral Letter, and/or the SNAP E&T Participant Attendance Report. Communication between the MDHS staff, non-S2W site providers and S2W partners occurs as necessary or at least monthly.

MDHS' agreement with NSPARC will end on 12/31/25 and access to the current case management system, CaseMod, will be terminated. As a contingency, the agency will continue to use of the MAVERICS eligibility system to create and track E&T referrals, including appointments for orientation/assessment. Additionally, the system edits will allow release of the E&T \$80 monthly support stipend for eligible participants. The Automation/Information Technology vendor, Promise, will standup a replacement case management system to ensure continuation of services, tracking and participant monitoring. Eligibility staff and Skills2Work partners will receive notice of the case management system's replacement and provided training on use of the new system and associated processes ahead of its implementation.

The agency will utilize the MAVERICS, CaseMod, Smartsheet and Mississippi 's Accountability to Government Information and Collaboration (MAGIC), the fiscal management system, to collect and track E&T data for the SNAP E&T program.

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.

MAVERICS (MAVS) supports the functions of eligibility determination, benefit issuance and case maintenance including but not limited to work registration designation, the ABAWD clock, SNAP E&T referrals, exemptions, program disqualifications, appointments, notices issued and accompanying case record documentation. The MAVS system also interfaces with CaseMod. E&T referrals are made in MAVERICS, and the individual's case profile is sent to CaseMod. Designated MDHS eligibility staff and S2W provider staff document the results from the E&T assessment, create E&T activity assignments, track participation, issue support stipends, record goals/barriers/credentials, document non-compliance and monitor the E&T progress in CaseMod.

MDHS' agreement with NSPARC will end on 12/31/25 and access to the current case management system, CaseMod, will be terminated. As a contingency, the agency will continue to use of the MAVERICS eligibility system to create and track E&T referrals, including appointments for orientation/assessment. Additionally, the system edits will allow release of the E&T \$80 monthly support stipend for eligible participants. The Automation/Information Technology vendor, Promise, will standup a replacement case management system to ensure continuation of services, tracking and participant monitoring. Eligibility staff and Skills2Work partners will receive notice of the case management system's replacement and provided training on use of the new system and associated processes ahead of its implementation.

The agency will utilize the MAVERICS, CaseMod, Smartsheet and Mississippi's Accountability to Government Information and Collaboration (MAGIC), the fiscal management system, to collect and track E&T data for the SNAP E&T program.

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.

DWDPM provides technical assistance, program oversight, and conduct programmatic reviews for Skills2Work (S2W) partners via phone, written correspondence, digital media, and on-site visits. The purpose is to ensure each partners' programs are functioning within the guidelines of SNAP E&T policy and adhering to the terms as set forth in the Scopes of Work and Budget Narratives within the Subgrant Agreements between MDHS and the partners.

Designated DWDPM Programmatic staff conduct a random sampling review of participant files; each file is tested for compliance and authenticity. After the completion of the review, DWDPM submits a detailed letter to the partner noting and/or identifying program areas of concern, if any. If findings are sited, the partner has thirty (30) days to respond with a corrective action plan, if applicable.

DWDPM's fiscal team conducts random sampling of SNAP E&T partners' claims for compliance, transactional allowability and also provides technical assistance.

MDHS' Division of Monitoring within the Office of Compliance conducts yearly fiscal and scaled programmatic visits for each sub-grantee on site and/or via desk review.

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

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

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).

DWDPM provides training and technical assistance to both EAE staff and S2W partners throughout the year. The DWDPM field staff conducts monitoring visits to assess the programmatic operations of partner programs to ensure compliance with E&T regulations. Suggestions on improvement are provided, and invited, as deemed appropriate. E&T participant activities are tracked, monitored and maintained in CaseMod. Reports are generated monthly from CaseMod help to provide an overview of the partner's efficacy in

influencing SNAP participants' ability to reach self-sufficiency. The reports provide values for assessing performance outcomes such as the number of participants enrolled versus the number of successful completions or the number of participants that receive a credential. A review and comparison of performance is completed annually, within third quarter and prior to plan renewal, to forecast E&T service performance and capacity for the following year. CaseMod tracks this information from each individual E&T participant and generates a Caseload Report on a daily basis. DWDPM also obtains closeout reports and "success stories" from Skills2Work partners at the end of each one-year grant cycle. MDHS has initiated a five-year strategic plan that adopts measures to more closely track E&T participant outcomes after obtaining a career credential, i.e. initial employment, sustained employment beyond six (6) months, and increase in earning potential.

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.

DEAE staff conducts the certification interview, by telephone or in-person, and determines SNAP eligibility. Individuals are work registered when an application for SNAP/TANF is signed and submitted for eligibility determination. During the certification interview, the eligibility specialists screen the applicant to determine if the individual is in fact a work registrant and subject to work requirements. The eligibility specialist explains applicable work requirements to the individual using the MS SNAP Work Requirements Oral Script and provides this information to the household in writing via through the F936 MS SNAP Work Requirements Notice following certification. The F936 MS SNAP Work Requirements Notice (consolidated work notice) is issued within 24-hours of SNAP case approval. If the case is pending additional verification for eligibility determination, the F936 is then released within 24-hours of SNAP case approval upon receipt of requested information. Eligibility specialists must inform SNAP eligible households of the following: obligation to meet work registration requirements, the SNAP work rules and requirements as a condition of eligibility, the ABAWD time limits, and available employment and training opportunities. Eligibility specialists must make every attempt to verify household circumstances through data matching, mailing or uploading verification. When an eligibility specialist identifies an ABAWD, the individual is then screened for exception or exemption from the monthly work requirements. The consolidated work requirements notice is issued to all households with individuals subject to the work requirements.

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

Eligibility specialist work registers all non-exempt individuals for work at the time of certification and/or recertification when the application is signed and submitted. The individual and the case are coded according to the individual's registration designation on the Work Registration (WORE) screen in MAVERICS. Work registration is prerequisite to certification. The eligibility specialist documents the case record affirming all household members have been screened and registered for employment on the Interactive Interview Documentation (IIDO) screen and the Forms/Explanation (FOES) screen in MAVERICS. A copy of the SNAP/TANF application is scanned into the individual case records located in iManage Worksite.

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 staff screen individuals for the following in making the determination of appropriateness for referral to SNAP E&T:

- 1.) Highest level of education completed (to assess reading, writing and arithmetic proficiency)
- 2.) Mental or physical limitations
- 3.) Employment status and/or history
- 4.) Access to transportation
- 5.) Access to computer(s) and the internet
- 6.) Interest in participating in an activity that would increase their employability or advance their skillsets.

Lack of, or the absence of, any of the above-mentioned items will not preclude participation. eligible participants are assessed on a case-by-case basis. Participants must be a resident of the State of Mississippi.

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

E&T participants receive verbal notification of referral completion and their responsibility to attend E&T orientation/assessment session before beginning an E&T activity during the certification process. MDHS' eligibility specialists use the MS SNAP Work Requirements Oral Script, to guide the conversation with applicants about the benefits of participating in SNAP, applicable work requirements, reimbursements, and the SNAP Employment & Training (E&T) program. Following certification/recertification, participants receive a copy of the MDHS-EA-563 E&T Participation Acknowledgment Form and the F936 MS SNAP Work Requirements Notice. The MDHS-EA-563 E&T Participation Acknowledgment Form acknowledges and affirms individual understanding of the SNAP E&T program, applicable work requirements, and qualifications for reimbursements. The F936 MS SNAP Work Requirements Notice identifies individuals in the SNAP household that are subject to SNAP work requirements, applicable work requirements per individual and their responsibilities. The notice provides an explanation of exemptions from the work requirement(s), instructions on how to request an exemption (including contact information to request an exemption), the rights and responsibilities of each applicable SNAP participant, what is required to maintain eligibility under the work requirement, appointment date/time, time periods in which an individual must take action to remain in compliance, the consequences for failure to comply with the work requirement, an explanation of the process for requesting good cause (including examples of good cause circumstances and contact information to initiate a good cause request), and penalty periods applied for non-compliance. During the orientation/assessment session, eligibility specialists provide information about the E&T program opportunities, service providers, available credentials and certifications, available support services, the importance of adhering to provider guidelines, attendance policy and contact information for the program administrators. Where available, S2W partner Navigators are invited to present available program participation opportunities to E&T participants during the orientation/assessment appointment.

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

In the MAVS eligibility system Forms an Explanation (FOES) screen the worker will affirm information sharing. Additional information is also recorded on the Interactive Interview Documentation (IIDO) Screen (s) for work registration (WORE), ABBA & EMTR.

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.

Referred SNAP E&T participants are provided a notice of appointment to attend an E&T orientation/assessment session hosted by the local county office and facilitated by an Eligibility Specialists. Available E&T services providers and/or S2W program partner representatives are also invited to present information specific to their program to help educate, influence and encourage individual participation. Prior to attending the orientation/assessment appointment, individuals are required to register at MS Works <https://www.mississippiworks.org/>, an online employment service provided by the MS Dept. of Employment Security (MDES). If registration cannot be completed prior to the appointment, an eligibility specialist will assist the participant with profile setup and completion during the appointment. The assessment session(s) may take place via one-on-one in-person, or in a group, in-person setting at designated county office or location. Eligibility specialists complete the individual's employability assessment in CaseMod and develop a career plan, or pathway for successful activity participation and completion during the orientation/assessment session.

Group orientations are recommended to accommodate time constraints for counties that may experience, or are subject to, an influx in referrals within any given month. Nevertheless, assessments are completed on an individual basis to maintain case and participant confidentiality. Individuals may be exempted from E&T participation during orientation/assessment if/when referral to E&T is deemed inappropriate or other reasons including but not limited to expenses exceeding reimbursements, meeting a work registration exemption, slot unavailable or inaccessible, and/or participant withdrawal. Exemptions are assessed and granted on a case-by-case basis.

MDHS' agreement with NSPARC will end on 12/31/25 and access to the current case management system, CaseMod, will be terminated. As a contingency, the agency will continue to use of the MAVERICS eligibility system to create and track E&T referrals, including appointments for orientation/assessment. Additionally, the system edits will allow release of the E&T \$80 monthly support stipend for eligible participants. The Automation/Information Technology vendor, Promise, will standup a replacement case management system to



ensure continuation of services, tracking and participant monitoring. Eligibility staff and Skills2Work partners will receive notice of the CaseMod system replacement and provided training on use of the new system and associated processes ahead of its implementation.

When does the screening for a reverse referral request occur?

Upon receipt of a referral request, the eligibility specialist reviews the case record and documentation in MAVERICS. The eligibility specialist will confirm responses to the screening questionnaire and make an appropriateness of referral to E&T determination. If there are no documented responses to the questionnaire, the eligibility specialists will contact the applicant and complete the screening questionnaire to make an appropriateness of referral determination.

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

Upon receipt of a referral request, the eligibility specialist reviews the case record and documentation in MAVERICS. The eligibility specialist will confirm responses to the screening questionnaire and make an appropriateness of referral to E&T determination. If there are no documented responses to the questionnaire, the eligibility specialists will contact the applicant and complete the screening questionnaire to make an appropriateness of referral determination. The eligibility specialist will notify the partner of the E&T participant's eligibility by updating the communication (referral request) form and returning it to the partner agency's point of contact; a copy is also sent to the supervisor and the appropriate DWDPM area email. The updated communication form serves as MDHS' acknowledgement of receipt and provides notice of approval/denial of the individual's participation in the applicable E&T component. The DWDPM SNAP E&T staff monitors reverse referrals to ensure referral procedures are being followed.

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?

Individuals are informed about the opportunity to receive reimbursements during the certification interview using the oral script, and during the SNAP E&T orientation/assessment. When discussing E&T opportunities, the eligibility specialist provides a summary of the E&T program, available support services and benefits, and program participation requirements.

In the case of mandatory participants, if the costs of participant reimbursements exceed any State agency cap or are not available, describe how the State agency ensures individuals are exempted from mandatory E&T.

When it is determined that an individual's monthly expenses exceed costs associated with participation in E&T and/or the agency support stipend, the eligibility specialist documents the case record and applies the State Exemption to the household record. If referred to E&T, the assigned eligibility specialist informs participants about available reimbursements during the orientation/assessment session. If at the completion of assessment session, it is discovered that an individual's expenses are identified as more than the allowable and available reimbursement or supports, the referral to E&T is closed and the individual is granted an applicable exemption.

## 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?

Upon receipt of a referral request and approval, MDHS' Eligibility Specialist will issue the F711 SNAP E&T: Skills2Work (S2W) Program notice acknowledging receipt of the individual's referral and welcomes them into the program. Contact information for the eligibility specialist is included in the notice should the individual have any questions or concerns. The eligibility specialist reviews case record to determine eligibility for SNAP and appropriateness of participation in S2W per responses to screening. Eligibility Specialist then notifies the provider via the SNAP E&T Communication Form of the individuals' SNAP E&T approval or denial. Participants are notified of the referral decision, approval or denial, via mail, email and/or telephone notice from MDHS or the S2W partner. MDHS issues the F412 SNAP E&T Application Disposition for all S2W denials.

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 SNAP E&T Communication Form and or the S2W application are used to provide written documentation of contact between MDHS' eligibility staff and the S2W provider staff when requesting, reporting and/or updating information regarding a SNAP E&T participant or interested applicant. The fillable form may be initiated electronically by MDHS or the S2W provider. The originating entity electronically completes the form and forwards it to the receiving entity. In addition to the communication form, updates on participant's eligibility status, results of the E&T screening, referral appropriateness and associated information is exchanged via encrypted email with the partner agency navigator, or designated staff person, the county office supervisor, and the DWDPM area email address. Telephone calls between the MDHS staff and the S2W partner occur, as necessary. CaseMod is documented when contact with the participant occurs and is visible for both the MDHS and the S2W provider. S2W partners have access to all participants enrolled in their program via CaseMod.

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

Referrals to E&T are entered into the case record via MAVERICS on the Employment and Training (EMTR) Screen and sent to CaseMod. MAVERICS provides features to support agency staff, is updatable, and authorized users may inquire about the status of a case at any time. Upon certification completion, EAE County Director(s), or designated supervisors, assign cases to an eligibility specialist according to office procedures. The "Weekly Referrals to CaseMod" report is run weekly and published in iManage Worksite the

following week. The report provides a record of all cases referred to E&T and opened in the case management system. Eligibility specialists use the report to assist with E&T caseload maintenance.

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

Is orientation mandatory?

- ☒ Yes
- ☐ No

Who runs the orientation? Select all that apply.

- ☐ State Agency
- ☐ Intermediary
- ☐ E&T Provider
- ☒ County or Local Office

How is the orientation conducted? Select all that apply.

- ☒ In Person
- ☐ Virtually
- ☐ Online
- ☐ Self-Paced
- ☒ Other

Explain the other methods used for orientation.

Via telephone.

What happens during the orientation?

During the orientation/assessment session, eligibility specialists provide information about the E&T program opportunities, service providers, available credentials and certifications, available support services, the importance of adhering to provider guidelines, attendance policy and contact information for the program administrators. Where available, S2W Partner Navigators are invited to present program information and participation opportunities to E&T participants during the orientation/assessment session.

The assessment session(s) may take place via one-on-one in-person, or in a group, in-person setting at designated county office or location. Eligibility specialists complete the individual's employability assessment in CaseMod and develop a career plan, or pathway for successful activity participation and completion during the orientation/assessment session.

# 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?

All SNAP E&T participants are required to have a completed employability assessment, MDHS-EA-572 SNAP E&T Employability Assessment or MDHS-EA-504 Skills2Work Application and Assessment, prior to placement in a work activity. Assessments are completed annually during the scheduled E&T orientation/assessment session. The responses and results of the assessment are entered in CaseMod. A copy of the MDHS-EA-572 and/or MDHS-EA-504 is scanned into the SNAP E&T electronic file in iManage. Updates to the assessments may be completed as often as deemed appropriate, based on changes in household circumstances.

Skills2Work (S2W) Partners also have the ability to complete the MDHS-EA-504 Skills2Work Application and Assessment when submitting a reverse referral. The E&T provider submits the documents to MDHS' EAE staff via email and enter the assessment responses into the E&T case management system. A copy of the MDHS-EA-504 is scanned into the SNAP E&T electronic file in iManage.

Upon termination of current CaseMod system on December 31, 2025, eligibility specialists will continue to scan a copy of the assessment and summary report into the SNAP E&T electronic file in iManage.

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

The SNAP Employment & Training Employability Assessment is completed by MDHS' Eligibility Specialist and S2W Lead Navigators. MDHS' Eligibility Specialist complete the assessment during the participant's E&T orientation appointment session. The responses and results of the assessment are entered into the CaseMod system. If CaseMod is unavailable at the time of orientation, a paper version of the assessment is utilized until CaseMod is available. Once CaseMod is available, the assessment responses are entered, and the paper assessment is scanned into the participant's electronic case record. E&T

partners conduct the assessment upon an interested individual's completion of the S2W application. The application and assessment are sent to MDHS for entry into CaseMod via encrypted email. Both the eligibility specialist and partner navigator, discuss the results of the assessment with the participant, and use the information to establish a reasonable pathway to meet the individual's career goals. All participants are required to have a completed employability assessment prior to placement in a work activity in CaseMod.

All SNAP E&T participants are assessed by a MDHS' Eligibility Specialist once every 12-monhts, or when changes in circumstances are reported.

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

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

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

When are participants reassessed?

SNAP E&T participants are reassessed on an annual basis, when there is a change in household circumstances or if there is a break in services.

How are participants reassessed?

Participants are reassessed annually, when there is a change in household circumstances or anytime there is a break in services. Assessments can be completed by both MDHS EAE staff and E&T providers.



## 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	The SNAP eligibility staff are MDHS' Eligibility Specialists. Eligibility specialists maintain communication through telephone, email, and/or face-to-face communication. Eligibility specialists complete E&T referrals, complete orientation/assessment and E&T program placement. All SNAP eligibility staff have access to the case record within the MAVERICS system. Eligibility specialists utilize the system to determine eligibility, create referral, track and share information and/or updates on a SNAP participant including but not limited to their eligibility status, program progress, participation status, non-compliance, and/or exemptions discovered after referral.
How do E&T case managers coordinate with: State E&T staff	State E&T staff maintain relation and communication with MDHS' eligibility staff and S2W providers through telephone, email, and face-to-face meeting, if needed. The staff includes the DWDPM field staff located and available in the four workforce regions of the state. Field staff monitors E&T participants' eligibility status, program progress and reviews CaseMod to ensure accuracy in data. The eligibility staff and field staff utilize the SNAP E&T Communication Form to document and report changes relevant to program participants or interested individuals. Information shared includes but is not limited to support stipend issuance, receipt of a credential, component reassignment(s), provider determinations, good cause request, and/or referral approval, denial or termination. Field staff is responsible for providing programmatic and technical assistance, as needed or requested, to include identifying workfare sponsor locations, providing training on policy and procedures, and/or providing eligibility staff support at E&T orientation/assessment sessions.
How do E&T case managers coordinate with: Other E&T providers	Eligibility specialists maintain communication with other E&T providers through telephone, email, or in-person contact. Eligibility specialists use information from referral forms, sign-in/out sheets, and monthly attendance reports completed by E&T sponsor's manager/supervisor to monitor and provide oversight in a participant's monthly involvement. The information is submitted monthly to the designated eligibility specialist to authorize available support services and/or make a determination of good cause when non-compliance is reported. The eligibility specialist may receive verbal or written notice from the site manager/supervisor. S2W partners have access to all participants enrolled in their program via CaseMod. Designated S2W partner navigators can make component entry, case notes and make applicable edits as deemed necessary in CaseMod. CaseMod viewing of S2W participants is restricted to those individuals who are enrolled in the specified partner's program.
How do E&T case managers coordinate with: Community resources	Eligibility staff coordinate with local community resources through an electronic, partner referral system known as the WIOA Module/Hub. WIOA partners utilize a "no-wrong door approach" when serving participants. The system communicates in real time to make electronic referrals and share records on an individual. MDHS' Community Resource Advocates (CRA) assess needs, offer personalized case management and connect ABAWDs

with community resources to enhance their well-being and self-sufficiency. CRAs maintain up-to-date knowledge of community resources, including healthcare, housing, food assistance, legal aid, and other social services. Qualifying participants are referred to appropriate community resources and assist with navigating complex system services. CRAs provide ongoing case management, including follow-up and reassessment, to ensure clients are in receipt of appropriate support(s).

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)?

Case management services are available and provided to each E&T participant on case-by-case basis by both MDHS and its partners, as applicable. The level of services needed is specific to the individual and their individual situation. Communication between the participant and eligibility specialist occurs by phone contact or in-person meeting. Each interaction is documented in one or a combination of MAVERICS, CaseMod, and the SNAP E&T Communication Form. MDHS Community Resource Advocates (CRA) engage ABAWDs to provide an extension of case management services and take a closer look into the individual's needs, allowing MDHS to offer more targeted case management for the population. CRAs collaborate with local organizations, government agencies, and service providers to create a comprehensive support network, facilitating communication and coordination among various agencies to streamline service delivery and avoid duplication of efforts (in-network and out-of-network). Their focus is to assist clients in navigating complex systems to access services and available benefits, and to provide immediate assistance and support during emergencies.

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?

The SNAP E&T Employability Assessment is used to assist eligibility specialists carefully assess individual goals, needs and barriers to determine the best pathway to success. The assessment is updated annually, or as deemed necessary when changes are reported. Both MDHS and S2W partners share case management duties for those engaged in Skills2Work via the Communication Form and CaseMod Notes documentation. S2W providers interact frequently with the E&T participants engaged in their program and work closely with them to ensure the individual is making satisfactory progress. The CaseMod system provides the MDHS' eligibility specialists and S2W partners a centralized location to communicate, report out and document information relevant to participants. When deemed necessary, MDHS and the S2W partner work collaboratively to reformulate a plan of action most suitable for a participant reporting or exhibiting patterns of concern that may be known or indicated by case record documentation.

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

MDHS provides case management to all SNAP E&T participants engaged in any state approved E&T activity throughout the certification period(s), including S2W and non-S2W engagement. Both the MDHS' eligibility staff and the S2W provider share case management responsibilities for E&T participants engaged in Skills2Work throughout the SNAP certification period. The need for additional case management and services are determined on a case-by-case basis. Case management is available and provided by both MDHS and its S2W partners via telephone and/or in-person. Engagement scheduling and cadences are determined by the case managers according to the provider and participant's availability.

## 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?

Mississippi's criteria for good cause includes any circumstance beyond the individual's control including but not limited to illness, limited E&T slot availability, lack of adequate childcare and/or transportation.

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

MDHS' DWDPM field staff, in addition to MDHS' EAE County Directors, identify the number of available slots upon executing sponsor agreements. Designated EAE staff, including supervisors, are responsible for monitoring E&T participation and tracking slot availability. EAE staff will maintain a log of available slots within the county in the office. Through direct verbal communication with site providers, an eligibility specialist can ensure slot availability is accurate prior to referring participants for placement. Slot availability is monitored monthly by eligibility staff, and/or designated supervisors. Updates to the listings occur as often as sites are added or removed and are shared with applicable EAE and DWDPM SNAP E&T staff.

The discretionary exemption is allowed for instances where cooperative ABAWDs cannot be placed due to limited slot availability and placement is deterred for a period of no more than one full-benefit month. When it is determined that the agency must use the discretionary exemption beyond one month due to limited slot availability, the ABAWD will be exempted from E&T participation using the State Exemption not to extend beyond the four-month certification period. If MDHS exhausts its support services stipend budget, the State Exemption will be granted. Use of the State Exemption will not prevent an ABAWD time limit from accruing a countable month.

In areas where E&T is not accessible, ABAWDs will be given an exemption from participating in E&T but will be required to find another means to meet the monthly work requirement. Failure to meet the work requirement will result in the ABAWD receiving a countable month on the 3/36-month fixed clock.

## 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.

E&T providers communicate provider determinations to the MDHS staff via the SNAP E&T Communication Form, telephone and/or email correspondence within 10-days of making the determination. The provider must provide details of the reason for making the determination to MDHS including but not limited to component reassignment. MDHS welcomes the E&T providers input and/or recommendation(s) on the most appropriate next step(s) for the individual. The provider may also reassign the participant to a more suitable component, update the activity and submit the SNAP E&T Communication form within 10-days of the change and document Case Notes in CaseMod. Upon receipt of notification that an individual's participation has been terminated due to a provider determination, but the individual is not exempt from the work requirement, the eligibility specialist will take one of the following actions:

1. Refer the individual to a more appropriate E&T component, if applicable.
2. Refer the individual to an appropriate workforce partnership, if available.
3. Re-assess the individual's physical and mental fitness for a possible exemption,
4. Coordinate with other Federal, State or local workforce or assistance programs to identify work opportunities or assistance for the individual, if practicable. or
5. If there is not an appropriate E&T activity, eligibility specialist must determine if the State Exemption can be appropriately applied.

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

The MDHS eligibility specialist sends the Provider Determination notice within 10-days of receiving a provider determination notification from an E&T provider. The notice informs the individual that the assigned E&T activity has been terminated and instructs the individual to meet with the assigned eligibility specialist within 10-days of receiving the notice. The eligibility specialist schedules the date and time for the meeting and makes documentation of the appointment within the notice. If an individual is determined not be a good fit for the component to which they were referred and is referred back to the county, the individual is notified within 10-days of receipt of the determination that:

1. An appointment is made to discuss new options.
2. The ABAWD will accrue countable months toward their three-month participation time limit the next full benefit month unless the ABAWD fulfills the work requirement, has good cause or is otherwise exempt.
3. The E&T participant is not being sanctioned as a result of the provider's determination.
4. No later than the next recertification, assigned eligibility specialist must take one of the following steps:
  - a. Screen the individual for participation in the E&T program and determine that it is appropriate to refer the individual to an E&T component.
  - b. Re-assess the individual for mental and physical fitness, if there is reason to believe a re-assessment is necessary.
    - i. If it is determined that the individual should not be required to participate in E&T, the individual must be exempt from mandatory E&T.
    - ii. Re-assess, if needed, for other exemptions from the general work requirement and E&T
    - iii. If more appropriate for the individual, consider a referral to a different provider and component or use the

State Exemption to exempt the individual from E&T.

c. Coordinate with other Federal, State, or local workforce or assistance programs to identify work opportunities or assistance for the individual. Regardless of which action is taken, the notice includes the reason the participant was reassigned to a different program or referred back to the MDHS county office.

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	270
Estimated number of E&T participants to receive reimbursements for dependent care participation costs	10
Estimated number of E&T participants to receive reimbursements for transportation and other participation costs	270
Percentage of participants expected to receive reimbursements	100.00%
Estimated budget for E&T participant reimbursements in upcoming FY	\$280,200.00
Estimated budget per participant in fiscal year	\$1,037.78
Estimated number of E&T participants to receive participant reimbursements per month	55
Estimated budget of participant reimbursements per E&T participant per month	\$424.55

## 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
Books - reimbursement from an E&T provider is an estimation; actual reimbursement is issued upon receipt of verification of an allowable expense.	\$1,000 per student for 50 students	SNAP E&T Provider	Direct payment to vendor(s)	Direct payment to student's account or reimbursement to student w/receipt if purchased outside Hinds CC bookstore
Child Care	Eligible participants apply to a DECCD accepted provider	SNAP State Agency	Direct payment to vendor(s)	Directly to childcare provider
Childcare - reimbursement from an E&T provider is an estimation; actual reimbursement is issued upon receipt of	\$2,100 per student for 10 students	SNAP E&T Provider	Direct payment to vendor(s)	Actual expense or childcare provided at HCC facility

verification of an allowable expense.				
Credit and non-credit Workforce training and certification fees - reimbursement from an E&T provider is an estimation; actual reimbursement is issued upon receipt of verification of an allowable expense.	\$100 per student for 100 students	SNAP E&T Provider	Direct payment to vendor(s)	Direct payment to training provider
Job Retention	Up to \$270 per participant	Other State Agency	Direct payment to participant	Direct payment to member via check
Materials other than books - reimbursement from an E&T provider is an estimation; actual reimbursement is issued upon receipt of verification of an allowable expense	\$500 per student for 50 students	SNAP E&T Provider	Direct payment to vendor(s)	Direct payment to training provider or to student via the College system
Program of Study/Training Fees - reimbursement from an E&T provider is an estimation; actual reimbursement is issued upon receipt of verification of an allowable expense.	\$400 per student for 75 students	SNAP E&T Provider	Direct payment to vendor(s)	Direct payment to Accounts Receivable Dep
Scholarships for Summer term(s) - reimbursement from an E&T provider is an estimation; actual reimbursement is issued upon receipt of verification of an allowable expense	\$1,440 per student for 11 students per session (2)	SNAP E&T Provider	Direct payment to vendor(s)	Direct payment to Accounts Receivable Dept.
Scholarships for Fall and Spring semesters - reimbursement from an E&T provider is an estimation; actual reimbursement is issued upon receipt of	\$4,400 per student for 100 students	SNAP E&T Provider	Direct payment to vendor(s)	Direct payment to Accounts Receivable Dept.

verification of an allowable expense.				
Support Service Stipend	\$80	SNAP State Agency	Direct payment to participant	Direct payment through EPICARD
Transportation - reimbursement from an E&T provider is an estimation; actual reimbursement is issued upon receipt of verification of an allowable expense.	\$300 per student for 50 students	SNAP E&T Provider	Direct payment to vendor(s)	Vouchers/pass, contracting directly with public service, reimburse per gas receipt(s) or funds disbursement through college system to students

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.

E&T participants who indicate a need for childcare are directed to apply for assistance through the MS Child Care Payment Program. Per the Division of Early Childhood Care & Development (DECCD), subsidy payment rates are based on the Market Rate Survey conducted along with the publication of the Mississippi State Plan. The DECCD is required to set rates at the 75th of the Market Rate by provider type; current rates are set based on the prior Plan's Market Rate Survey. Parents with income at or below 50% of the State Median Income (SMI) qualify for childcare services provided the parent is working at least 25 hours per week or enrolled full-time in an educational program or engaged in an approved job training program or a combination of both. Slots are available through a participating provider for participants meeting the eligibility requirements.

Hinds CC has budgeted \$21,000 to assist with childcare services for 10 students to enable the parent(s) to participate in available program components. Hinds CC claims reimbursement for childcare costs based on the average local area childcare costs of up to \$700 per month, per child. Services are delivered on a case-by-case basis, not to exceed proposed budget amounts. The childcare facility will be paid directly, or Hinds CC will disburse reimbursement to students through the College's disbursement system. Hinds CC's disbursement system pays for actual expenses based on an invoice/receipt submitted by a licensed/approved childcare facility. Approved facilities include daycares that are established College vendors or providing services at one of the college's childcare facilities.

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?

DECCD accepts applications for childcare services throughout the year. E&T participants in need of dependent care services that are placed on a waitlist may be exempt from E&T participation until care can be successfully established and/or adequately funded. Individuals enrolled at Hinds CC will be provided childcare as described above. Should an individual require childcare to successfully participate in an E&T activity and childcare is not available, the individual will be exempt from E&T.

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

MDHS issues the \$80 support stipend upon participant meeting initial E&T compliance requirements which include attending orientation, completing assessment & accepting referral for placement in an allowable E&T activity.

## 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).

(Total ABAWD + Total Non ABAWD = Total (work registrant) Universe)

The number of work registrants in the State is reported on a monthly MIS-generated report titled “Clients Who Registered for Work and Clients Coded W.” Work registrants are identified in the eligibility system and on the report as non-ABAWD or ABAWD. ABAWDs are identified in the eligibility system by an ‘AB’ code and captured on the report as ABAWD work registrants. All other work registrants that are between the ages 18-59, that are not identified and/or coded as an ABAWD (AB), are captured on the report as non-ABAWD work registrants. The “Total Universe” column reports the total, unduplicated number of all work registrants in the State, including ABAWDs, as of each reporting month and accounts for the actual over 12 months. The report dated 09/30 is used annually to report the total number of work registrants as of October 1st of the fiscal year.

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

The number of work registrants in the State is reported on a monthly MIS-generated report titled “Clients Who Registered for Work and Clients Coded W.” Work registrants are identified in the eligibility system and on the report as non-ABAWD or ABAWD. ABAWDs are identified in the eligibility system by an ‘AB’ code and captured on the report as ABAWD work registrants. All other work registrants that are between the ages 18-59, that are not identified and/or coded as an ABAWD (AB), are captured on the report as non-ABAWD work registrants. The “Total Universe” column reports the total, unduplicated number of all work registrants in the State, including ABAWDs, as of each reporting month and accounts for the actual over 12 months. The report dated 09/30 is used annually to report the total number of work registrants as of October 1st of the fiscal year.

How are work registrants identified in the eligibility system?

Work registrants are identified in the eligibility system and on the report as non-ABAWD or ABAWD. ABAWDs are identified in the eligibility system by an ‘AB’ code and captured on the report as ABAWD work registrants. All other work registrants that are between the ages 18-59, that are not identified and/or coded as an ABAWD (AB), are captured on the report as non-ABAWD work registrants.

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

To ensure an unduplicated number of work registrants reported on the quarterly SNAP E&T Program Activity Report, the reports are activated to conduct review of client identification numbers to eliminate duplicate



work registrations over the course of the year. The client identification number is a unique identifier for each individual in the state and is assigned only once to that individual. Once a client ID is captured, it is flagged so that it will not be captured again. Adjustments are made monthly when the report is run.

## 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Management Information System (MIS)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Manual Follow-up with SNAP E&T Participants	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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.)

MAVERICS Eligibility System, CaseMod (E&T Case Management System), and MDES

Indicate the methods used to manually follow up. Select all that apply.

- ☒ Verbal Contact
- ☐ Physical Forms
- ☐ Text
- ☒ Email

Describe the process for manual follow up.

Follow up is conducted at recertification or direct contact with client upon notice of program completion.

Employment and Earnings are reported at each application, recertification and/or when a change is reported. Information is verified and logged into the MAVERICS system and documents of verification are scanned into the electronic case file record in iManage.

RJI maintains connection with participants for up to 10 months following E&T program completion. Contact is made via in-person, telephone and/or email.

## 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.

Refill Jackson Initiative participants are provided with assistance in searching and applying for jobs, and interview prep for up to 90 days. The component is administered after completing RJI E&T component and gaining employment.

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

- ☒ ABAWDs
- ☐ 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.

SNAP recipients in Hinds, Rankin and Madison County offices, ages 18 or older

Will this component be offered statewide?

- ☐ Yes
- ☒ No

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
<input type="checkbox"/> Adams County	<input type="checkbox"/> Itawamba County	<input type="checkbox"/> Pike County
<input type="checkbox"/> Alcorn County	<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pontotoc County
<input type="checkbox"/> Amite County	<input type="checkbox"/> Jasper County	<input type="checkbox"/> Prentiss County
<input type="checkbox"/> Attala County	<input type="checkbox"/> Jefferson County	<input type="checkbox"/> Quitman County
<input type="checkbox"/> Benton County	<input type="checkbox"/> Jefferson Davis County	<input checked="" type="checkbox"/> Rankin County
<input type="checkbox"/> Bolivar County	<input type="checkbox"/> Jones County	<input type="checkbox"/> Scott County
<input type="checkbox"/> Calhoun County	<input type="checkbox"/> Kemper County	<input type="checkbox"/> Sharkey County
<input type="checkbox"/> Carroll County	<input type="checkbox"/> Lafayette County	<input type="checkbox"/> Simpson County
<input type="checkbox"/> Chickasaw County	<input type="checkbox"/> Lamar County	<input type="checkbox"/> Smith County
<input type="checkbox"/> Choctaw County	<input type="checkbox"/> Lauderdale County	<input type="checkbox"/> Stone County
<input type="checkbox"/> Claiborne County	<input type="checkbox"/> Lawrence County	<input type="checkbox"/> Sunflower County
<input type="checkbox"/> Clarke County	<input type="checkbox"/> Leake County	<input type="checkbox"/> Tallahatchie County
<input type="checkbox"/> Clay County	<input type="checkbox"/> Lee County	<input type="checkbox"/> Tate County
<input type="checkbox"/> Coahoma County	<input type="checkbox"/> Leflore County	<input type="checkbox"/> Tippah County
<input type="checkbox"/> Copiah County	<input type="checkbox"/> Lincoln County	<input type="checkbox"/> Tishomingo County
<input type="checkbox"/> Covington County	<input type="checkbox"/> Lowndes County	<input type="checkbox"/> Tunica County
<input type="checkbox"/> DeSoto County	<input checked="" type="checkbox"/> Madison County	<input type="checkbox"/> Union County
<input type="checkbox"/> Forrest County	<input type="checkbox"/> Marion County	<input type="checkbox"/> Walthall County
<input type="checkbox"/> Franklin County	<input type="checkbox"/> Marshall County	<input type="checkbox"/> Warren County
<input type="checkbox"/> George County	<input type="checkbox"/> Monroe County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Greene County	<input type="checkbox"/> Montgomery County	<input type="checkbox"/> Wayne County
<input type="checkbox"/> Grenada County	<input type="checkbox"/> Neshoba County	<input type="checkbox"/> Webster County
<input type="checkbox"/> Hancock County	<input type="checkbox"/> Newton County	<input type="checkbox"/> Wilkinson County
<input type="checkbox"/> Harrison County	<input type="checkbox"/> Noxubee County	<input type="checkbox"/> Winston County
<input checked="" type="checkbox"/> Hinds County	<input type="checkbox"/> Oktibbeha County	<input type="checkbox"/> Yalobusha County
<input type="checkbox"/> Holmes County	<input type="checkbox"/> Panola County	<input type="checkbox"/> Yazoo County
<input type="checkbox"/> Humphreys County	<input type="checkbox"/> Pearl River County	
<input type="checkbox"/> Issaquena County	<input type="checkbox"/> Perry County	

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

20

Estimated Annual Component Administrative Cost

\$2,585.76

## EDUCATIONAL COMPONENT: BASIC / FOUNDATIONAL SKILLS INSTRUCTION

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

Educational activities include literacy, basic skills, High School Equivalency, job readiness, and life skills programs. Adult Education is offered to increase the educational attainment level of working-age Mississippians without a high school diploma, while also increasing their employability skills by assisting with the transition into college-level programs. The goal is to help individuals gain the skills needed to enroll in Vocational Education, transition into higher education, training, or enter directly into the workforce. Adult education provides individuals with basic education beneficial to obtaining and retaining productive employment. Referrals are generated on the basis of need and/or interest.

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

- ☒ ABAWDs
- ☒ 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.

Possession of one or more of the following:

- Not currently enrolled in a K-12 program
- No HSE/GED
- Minimum of 9.0 – 12.9, or level 5, on Test of Adult Basic Education (TABE) test in reading, writing, math, English
- Access to computer and internet
- Access to transportation
- Minimum age 16 years old
- Must meet minimum enrollment requirements as established by the Community Based Organization (CBO), community college(s) or other entity providing services as authorized by the state.

Lack of, or the absence of, any of the above-mentioned items will not preclude participation; eligible participants are assessed on a case-by-case basis. Participants must be a resident of the State of Mississippi.



Will this component be offered statewide?

☒ Yes

☐ No

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

250

Estimated Annual Component Administrative Cost

\$152,503.25

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.

Hinds CC affirms in the subgrant agreement with MDHS that funds received through Skills2Work shall be used only to supplement, not supplant, the amount of State or local funds otherwise expended for the support of services for the applicable participants. This is also acknowledged in the Scope of Services attached to the subgrant agreement.

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.

HCC does not charge tuition to SNAP and non-SNAP participants for Adult Education. WIOA title funds are used in the administration of the Basic Educational Programs throughout the State. Hinds Community College cost allocates for support services above and beyond those provided to non-SNAP E&T participants.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
Number and percentage of participants earning an education credential during FFY 2026.	<p>Numerator: Number of participants that earn an education credential (HSE, GED) during the period of 10/01/2025 to 09/30/2026.</p> <p>Denominator: The number of participants who participated in a Basic Education Component during the period of 10/01/2025 to 09/30/2026.</p>

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

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

CTE credential offerings include but are not limited to Automotive Technology, Computer Support Technology, Health Information Technology and Real Estate Technology.

Through HCC, a Career Certificate may be obtained in two semesters. In an additional semester a Technical Certificate may be earned. With an additional 15-16 credit hours, an Associate of Applied Science Degree may be earned. The career and technical programs offer multiple degree and certificate options, each one training for high-wage, high-skill, and high-demand jobs.

Refill Jackson Initiative offers 4-week training program which takes place at varying external sites for hands-on work experience in entry-level positions. Completion of the training program focuses on goal setting and developing the basic, necessary job skills essential to an individual's success on the job and leading the participant to successfully obtain a National Career Readiness Certificate.

Refill Jackson Initiative offers two (2) 5-month training program pathways that include earning industry recognized credentials, and on-the-job training. All participants will work for 5 hours/day, 5 days/week, and receive a stipend biweekly up to \$500 dependent upon full attendance. Programs are 100 days in duration – 15 days of Educational Training, and 85 days of Work Experience.

One Refill Jackson Initiative (RJI) pathway prepares members for employment in the energy, environmental, construction, and/or manufacturing industries by providing entry-level certifications, and work experience to build the skills necessary to move into these fields. Participants train with RJI and site supervisor staff to complete environmental restoration and disaster response projects. Participants will receive training and certification in basic construction skills, including completing OSHA-10, basic tool identification and safety certifications from Hinds Community College, and bacterial and chemical water quality monitoring certification from Mississippi State University Extension Services.

The secondary RJI pathway prepares members for employment in the hospitality, recreation, youth development or social service sector by providing entry-level certifications, and work experience to build the skills necessary to move into these fields. Participants train with RJI staff to operate a career café for young adults, including food service, marketing, event management, and coordinating programs for young adults. Participants will also complete the ServSafe Manager certification and Mental Health First Aid certification during the educational training period.

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

- ☒ ABAWDs
- ☒ 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.

Possession of one or more of the following:

- Basic proficiency in reading and writing
- Proof of HSE/GED
- Access to computer and internet
- Access to transportation
- Must meet minimum enrollment requirements as established by the Community Based Organization (CBO), community college(s) or other entity providing services as authorized by the state.

Lack of, or the absence of, any of the above-mentioned items will not preclude participation; eligible participants are assessed on a case-by-case basis. Participants must be a resident of the State of Mississippi.

Students interested in enrolling in Hinds CC must submit an admission application and may be required to take an "Accuplacer" placement test or the TABE test to determine their education level.

Students interested in participating in the Refill Jackson Initiative must complete and submit an interest form to Refill, undergo interview and scoring by Refill on their ability to commit, level of motivation, attitude toward teamwork and cooperation, access to reliable transportation, and possession of valid identification documents.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

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

270

## Estimated Annual Component Administrative Cost

\$372,742.86
--------------

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.

MS does not provide funding to support post-secondary and/or vocational training for residents of the State. Hinds CC affirms in the subgrant agreement with MDHS that funds received through Skills2Work shall be used only to supplement, not supplant, the amount of State or local funds otherwise expended for the support of services for the applicable participants. This is also acknowledged in the Scope of Services attached to the subgrant agreement.

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.

E&T participants will be charged the same cost as non-E&T participants for these services. Hinds CC provided a billing table detailing the approved fee schedule for student's fees/cost regardless of student affiliation. A table of fees was also provided that shows cost for all SNAP and non-SNAP participants.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
Number and percentage of participants earning a Career/Technical credential during FFY 2026.	<p>Numerator: Number of participants that earn a Career/Technical credential (AA, Certifications) during the period of 10/01/2025 to 09/30/2026.</p> <p>Denominator: Number of participants who participated in a Career/Technical Component during the period of 10/01/2025 to 09/30/2026.</p>

# EDUCATIONAL COMPONENT: INTEGRATED EDUCATION AND TRAINING / BRIDGE PROGRAMS

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

MIBEST is open to individuals desiring to train for a career and needs additional help with Math, Reading and/or Writing. Individuals complete National Career Readiness Certificate and the TABE testing to determine if participation is appropriate; tests are administered during a MIBEST Orientation and Registration session at Hinds CC.

Mi-Best accelerates the transition from basic skills education to postsecondary programs of study. Students participate in courses of study focusing on instructor led activities that include but are not limited to:

- Classroom instruction (in person and/or virtually)
- Literacy, science, social studies, and math review
- High School Equivalency test prep
- Resume writing
- Interview etiquette
- Effective communication strategies
- Basic problem-solving skills
- Financial literacy planning
- NCRC completion

Mi-Best runs concurrently with Career Tech programs.

Instructor services include but are not limited to:

- ACT WorkKeys testing preparation
- Soft skills identification and enhancements
- Career planning and development sessions
- Mock interviewing and critique
- Barrier mitigation assistance

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

- ☒ ABAWDs
- ☒ 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.

Possession of one or more of the following:

- Basic proficiency in reading and writing
- Proof of HSE/GED
- Access to computer and internet
- Access to transportation
- Must meet minimum enrollment requirements as established by the Community Based Organization (CBO), community college(s) or other entity providing services as authorized by the state.

Lack of, or the absence of, any of the above-mentioned items will not preclude participation; eligible participants are assessed on a case-by-case basis. Participants must be a resident of the State of Mississippi.

MI-Best participation requires completion of an application process and a bronze level scoring on the National Career Readiness Certificate (NCRC). Students must be at least 17 years of age and possession of an HSE/GED is not required.

Will this component be offered statewide?

☒ Yes

☐ No

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

250

Estimated Annual Component Administrative Cost

\$171,212.25

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.

MS does not provide funding to support integrated education training for residents of the State. WIOA title funds are used in the administration of the Basic Education components of the Integrated Education Programs. Hinds CC affirms in the subgrant agreement with MDHS that funds received through S2W shall be used only to supplement, not supplant, the amount of State or local funds otherwise expended for the support of services for the applicable participants.

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.

E&T participants will be charged the same cost as non-E&T participants for these services. Hinds CC has provided a billing table detailing the approved fee schedule for student's fees/cost regardless of student

affiliation.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
Number and percentage of participants earning an integrated education and training credential during FFY 2026.	Numerator: Number of participants that earn a MI-BEST certificate during the period of 10/01/2025 to 09/30/2026.  Denominator: Number of participants who participated in an Integrated Education and Training Component during the period of 10/01/2025 to 09/30/2026.

# EDUCATIONAL COMPONENT: WORK READINESS TRAINING

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

## SMART Start

Administered by the Office of Adult Education. Smart Start Classes are embedded in the curriculum for Career and Technical Education (CTE) and Workforce Skills Training programs which are in alignment with the skill needs of local industries and prepares individuals for the National Career Readiness Certificate (NCRC).

Smart Start students are required to complete the course of study focusing on instructor led activities that include but are not limited to:

- Resume writing
- Interview etiquette
- Effective communication strategies
- Basic problem-solving skills
- Financial literacy planning
- NCRC completion

Smart Start instructor services include but are not limited to:

- ACT WorkKeys testing preparation
- Soft skills identification and enhancements
- Career planning and development sessions
- Mock interviewing and critique
- Barrier mitigation assistance

Hinds Community College operates a 15-to-17-week program with classes ranging from an hour to an hour and a half four days a week.

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

- ☒ ABAWDs
- ☐ 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.



Possession of one or more of the following:

- Basic proficiency in reading and writing
- Access to computer and internet
- Access to transportation
- Little to no employment history
- Must meet minimum enrollment requirements as established by the Community Based Organization (CBO), community college(s) or other entity providing services as authorized by the state.

Lack of, or the absence of, any of the above-mentioned items will not preclude participation; eligible participants are assessed on a case-by-case basis. Participants must be a resident of the State of Mississippi.

Will this component be offered statewide?

☒ Yes

☐ No

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

250

Estimated Annual Component Administrative Cost

\$133,216.25

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.

MS does not provide funding to support work readiness training for residents of the State. WIOA title funds are used in the administration of the Smart Start training programs throughout the State. Hinds CC affirms in the subgrant agreement with MDHS that funds received through Skills2Work shall be used only to supplement, not supplant, the amount of State or local funds otherwise expended for the support of services for the applicable participants.

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.

E&T participants will be charged the same cost as non-E&T participants for these services. Hinds Community College cost allocates for support services above and beyond those provided to non-SNAP E&T participants.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
-----------------	---

Number and percentage of participants earning a work readiness credential during FFY 2026.	<p>Numerator: Number of participants that earn a work readiness credential (Certifications) during the period of 10/01/2025 to 09/30/2026.</p> <p>Denominator: Number of participants who participated in a Work Readiness Component during the period of 10/01/2025 to 09/30/2026.</p>
--	---

## 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
21	320	\$3,075,750.61	\$192,000.00	\$3,267,750.61

## CONTRACTOR: AT&T

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☐ Automation/IT

☐ Marketing

☒ Other

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

\$19,672.37

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: BCI

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$13,348.25

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: C-SPIRE

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☐ Automation/IT

☐ Marketing

☒ Other

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

\$5,887.42

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: CARAHSOFT

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$298.65

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: CDW-G

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$479.10

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

\$0.00

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

☐ Yes

☒ No



## CONTRACTOR: CONVERGEONE

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$164.01

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: DELL

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$14,447.32

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: ERICOM

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$213.87

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: GUIDESOFT

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$3,643.72

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: HERTZ

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☐ Automation/IT

☐ Marketing

☒ Other

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

\$44,626.44

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: HINDS 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

☐ Integrated Education and Training / Bridge Programs

☐ Job Retention

☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

250

Are participant reimbursements provided by the Contractor?

☒ Yes

☐ No

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

\$191,000.00

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)

\$1,378,893.00

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

☐ Yes

☒ No

## CONTRACTOR: INSIGHT

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$5,583.19

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

\$0.00

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

☐ Yes

☒ No



## CONTRACTOR: ITS

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$1,685.60

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: L-4 SECURITY & CONSULTING

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☐ Automation/IT

☐ Marketing

☒ Other

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

\$2,340.88

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: MSU NSPARC

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$90,000.00

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: PILEUM

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$578.96

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: POTENTIAL PARTNER(S)

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

Indicate the counties where the service is offered by this contractor.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
<input checked="" type="checkbox"/> Adams County	<input type="checkbox"/> Itawamba County	<input type="checkbox"/> Pike County
<input type="checkbox"/> Alcorn County	<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pontotoc County
<input type="checkbox"/> Amite County	<input type="checkbox"/> Jasper County	<input type="checkbox"/> Prentiss County
<input type="checkbox"/> Attala County	<input type="checkbox"/> Jefferson County	<input type="checkbox"/> Quitman County
<input type="checkbox"/> Benton County	<input type="checkbox"/> Jefferson Davis County	<input type="checkbox"/> Rankin County
<input type="checkbox"/> Bolivar County	<input type="checkbox"/> Jones County	<input type="checkbox"/> Scott County
<input type="checkbox"/> Calhoun County	<input type="checkbox"/> Kemper County	<input type="checkbox"/> Sharkey County
<input type="checkbox"/> Carroll County	<input type="checkbox"/> Lafayette County	<input type="checkbox"/> Simpson County
<input type="checkbox"/> Chickasaw County	<input type="checkbox"/> Lamar County	<input type="checkbox"/> Smith County
<input type="checkbox"/> Choctaw County	<input type="checkbox"/> Lauderdale County	<input type="checkbox"/> Stone County
<input type="checkbox"/> Claiborne County	<input type="checkbox"/> Lawrence County	<input type="checkbox"/> Sunflower County
<input type="checkbox"/> Clarke County	<input type="checkbox"/> Leake County	<input type="checkbox"/> Tallahatchie County
<input type="checkbox"/> Clay County	<input checked="" type="checkbox"/> Lee County	<input type="checkbox"/> Tate County
<input type="checkbox"/> Coahoma County	<input type="checkbox"/> Leflore County	<input type="checkbox"/> Tippah County
<input type="checkbox"/> Copiah County	<input type="checkbox"/> Lincoln County	<input type="checkbox"/> Tishomingo County
<input type="checkbox"/> Covington County	<input type="checkbox"/> Lowndes County	<input type="checkbox"/> Tunica County
<input type="checkbox"/> DeSoto County	<input type="checkbox"/> Madison County	<input type="checkbox"/> Union County
<input checked="" type="checkbox"/> Forrest County	<input type="checkbox"/> Marion County	<input type="checkbox"/> Walthall County
<input type="checkbox"/> Franklin County	<input type="checkbox"/> Marshall County	<input checked="" type="checkbox"/> Warren County
<input type="checkbox"/> George County	<input type="checkbox"/> Monroe County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Greene County	<input type="checkbox"/> Montgomery County	<input type="checkbox"/> Wayne County
<input type="checkbox"/> Grenada County	<input type="checkbox"/> Neshoba County	<input type="checkbox"/> Webster County
<input type="checkbox"/> Hancock County	<input type="checkbox"/> Newton County	<input type="checkbox"/> Wilkinson County
<input type="checkbox"/> Harrison County	<input type="checkbox"/> Noxubee County	<input type="checkbox"/> Winston County
<input type="checkbox"/> Hinds County	<input type="checkbox"/> Oktibbeha County	<input type="checkbox"/> Yalobusha County
<input type="checkbox"/> Holmes County	<input type="checkbox"/> Panola County	<input type="checkbox"/> Yazoo County
<input type="checkbox"/> Humphreys County	<input type="checkbox"/> Pearl River County	
<input type="checkbox"/> Issaquena County	<input type="checkbox"/> Perry County	

Which E&T Services are offered by this contractor?

- ☐ Basic / Foundational Skills Instruction
- ☒ Career / Technical Education Programs or other Vocational Training
- ☒ Case Management Services
- ☐ Integrated Education and Training / Bridge Programs
- ☐ Job Retention
- ☒ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

50

Are participant reimbursements provided by the Contractor?

- ☒ Yes
- ☐ No

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

\$1,000.00

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)

\$189,963.70

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

☐ Yes

☒ No



## CONTRACTOR: PROMISE VERIFIED

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$1,000,000.00

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: REFILL JACKSON INITIATIVE (RJI)

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

Indicate the counties where the service is offered by this contractor.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
<input type="checkbox"/> Adams County	<input type="checkbox"/> Itawamba County	<input type="checkbox"/> Pike County
<input type="checkbox"/> Alcorn County	<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pontotoc County
<input type="checkbox"/> Amite County	<input type="checkbox"/> Jasper County	<input type="checkbox"/> Prentiss County
<input type="checkbox"/> Attala County	<input type="checkbox"/> Jefferson County	<input type="checkbox"/> Quitman County
<input type="checkbox"/> Benton County	<input type="checkbox"/> Jefferson Davis County	<input checked="" type="checkbox"/> Rankin County
<input type="checkbox"/> Bolivar County	<input type="checkbox"/> Jones County	<input type="checkbox"/> Scott County
<input type="checkbox"/> Calhoun County	<input type="checkbox"/> Kemper County	<input type="checkbox"/> Sharkey County
<input type="checkbox"/> Carroll County	<input type="checkbox"/> Lafayette County	<input type="checkbox"/> Simpson County
<input type="checkbox"/> Chickasaw County	<input type="checkbox"/> Lamar County	<input type="checkbox"/> Smith County
<input type="checkbox"/> Choctaw County	<input type="checkbox"/> Lauderdale County	<input type="checkbox"/> Stone County
<input type="checkbox"/> Claiborne County	<input type="checkbox"/> Lawrence County	<input type="checkbox"/> Sunflower County
<input type="checkbox"/> Clarke County	<input type="checkbox"/> Leake County	<input type="checkbox"/> Tallahatchie County
<input type="checkbox"/> Clay County	<input type="checkbox"/> Lee County	<input type="checkbox"/> Tate County
<input type="checkbox"/> Coahoma County	<input type="checkbox"/> Leflore County	<input type="checkbox"/> Tippah County
<input type="checkbox"/> Copiah County	<input type="checkbox"/> Lincoln County	<input type="checkbox"/> Tishomingo County
<input type="checkbox"/> Covington County	<input type="checkbox"/> Lowndes County	<input type="checkbox"/> Tunica County
<input type="checkbox"/> DeSoto County	<input checked="" type="checkbox"/> Madison County	<input type="checkbox"/> Union County
<input type="checkbox"/> Forrest County	<input type="checkbox"/> Marion County	<input type="checkbox"/> Walthall County
<input type="checkbox"/> Franklin County	<input type="checkbox"/> Marshall County	<input type="checkbox"/> Warren County
<input type="checkbox"/> George County	<input type="checkbox"/> Monroe County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Greene County	<input type="checkbox"/> Montgomery County	<input type="checkbox"/> Wayne County
<input type="checkbox"/> Grenada County	<input type="checkbox"/> Neshoba County	<input type="checkbox"/> Webster County
<input type="checkbox"/> Hancock County	<input type="checkbox"/> Newton County	<input type="checkbox"/> Wilkinson County
<input type="checkbox"/> Harrison County	<input type="checkbox"/> Noxubee County	<input type="checkbox"/> Winston County
<input checked="" type="checkbox"/> Hinds County	<input type="checkbox"/> Oktibbeha County	<input type="checkbox"/> Yalobusha County
<input type="checkbox"/> Holmes County	<input type="checkbox"/> Panola County	<input type="checkbox"/> Yazoo County
<input type="checkbox"/> Humphreys County	<input type="checkbox"/> Pearl River County	
<input type="checkbox"/> Issaquena County	<input type="checkbox"/> Perry County	

Which E&T Services are offered by this contractor?

- ☐ Basic / Foundational Skills Instruction
- ☒ Career / Technical Education Programs or other Vocational Training
- ☒ Case Management Services
- ☐ Integrated Education and Training / Bridge Programs
- ☒ Job Retention
- ☐ Work Readiness Training

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)

\$0.00

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)

\$285,142.00

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

☐ Yes

☒ No

## CONTRACTOR: SADA SYSTEMS

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$77.13

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

\$0.00

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

☐ Yes

☒ No

## CONTRACTOR: SHI

Is this Contractor an Intermediary with subcontractors?

☐ Yes

☒ No

Indicate the service type

☐ Consulting

☐ E&T Services

☒ Automation/IT

☐ Marketing

☐ Other

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

\$18,705.00

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

\$0.00

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	\$971,716.85	\$971,716.85

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.

Program Specialist Supervisor:  $\$74314.49 \times 100\% = \$74,314.49$   
 Benefit Program Administrator:  $\$98304.48 \times 100\% = \$98,304.48$   
 Social Services Program Supervisor:  $\$65805.62 \times 100\% = \$65,805.62$   
 Program Specialist IV:  $\$55500 \times 100\% = \$55,500$   
 Accountant III:  $\$66340 \times 50\% = \$33,170$   
 Training Specialist III:  $\$55500 \times 100\% = \$55,500$   
 Deputy Director - Tier I:  $\$87460.94 \times 50\% = \$43,730.47$   
 Program Specialist IV:  $\$55500 \times 100\% = \$55,500$   
 Program Specialist IV:  $\$55500 \times 100\% = \$55,500$   
 Admin Support Assistant IV:  $\$36500 \times 50\% = \$18,250$   
 Accountant III:  $\$66340 \times 50\% = \$33,170$   
 Program Specialist Supervisor:  $\$74314.49 \times 100\% = \$74,314.49$   
 Program Specialist III:  $\$48200 \times 100\% = \$48,200$   
 Accounting Team Lead:  $\$70414.56 \times 50\% = \$35,208$   
 Deputy Administrators - Tier I:  $\$97081.65 \times 50\% = \$48,540.83$   
 Program Specialist Team Leader:  $\$65500 \times 100\% = \$65,500$   
 Training Specialist II:  $\$49500 \times 100\% = \$49,500$   
 Accountant III:  $\$62000 \times 50\% = \$31,000$   
 Research/Data Analyst III:  $\$61416.94 \times 50\% = \$30,708.47$

TOTAL : \$971,716.85

	Non-Federal Share	Federal Share	Total
Fringe Benefits	\$0.00	\$365,365.54	\$365,365.54



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.

MDHS's approved fringe rate is 37.6%. The makeup of this number consists of Employers' Retirement Matching, Group Health Insurance Contract, Group Life Insurance Match, Salaries' Social Security Match.

	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
Non-Capital Equipment	\$0.00	\$25,000.00	\$25,000.00

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

Office furniture, laptop, computers & peripheral equipment

	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
Materials	\$0.00	\$32,500.00	\$32,500.00

Describe materials to be purchased with E&T funds.

Office supplies, extension cords, promotional materials used to promote E&T program

	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
Travel	\$0.00	\$10,500.00	\$10,500.00

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.

Staff training, program compliance, partnership recruitment

	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
Building Space	\$0.00	\$43,453.00	\$43,453.00

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.

2.2074% of agency building space is charged to E&T.

Hertz invoices MDHS a base rent for each floor. The base rent for the 10th floor of our State Office is approximately \$14,484. The Division of Workforce Development and the Division of Economic Assistance Eligibility currently split the 10th floor. The Division of Workforce Development allocates one half of our cost to TANF and the other to E&T. ( $\$14,484 / 2 \text{ divisions} / 2 \text{ funding sources} = \$3,621/\text{month}$ )

	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
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.)

N/A

	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
Subtotal / State Agency Costs Only	\$0.00	\$1,448,535.39	\$1,448,535.39
Contractual Costs	\$926,999.35	\$2,148,751.26	\$3,075,750.61
County Administered Direct Program Admin Cost	\$0.00	\$0.00	\$0.00
Total Direct Program and Admin Costs	\$926,999.35	\$3,597,286.65	\$4,524,286.00

### Indirect Costs - Using Indirect Cost Rate

	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
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	\$0.00	\$0.00
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	\$0.00	\$0.00

### In-kind Contribution

	Non-Federal Share	Federal Share	Total
State In-kind Contribution	\$0.00	\$0.00	\$0.00
Total Administrative Costs	\$926,999.35	\$3,597,286.65	\$4,524,286.00

### Participant Reimbursements

	Non-Federal Share	Federal Share	Total
Dependent Care	\$10,500.00	\$10,500.00	\$21,000.00
Transportation & Other Costs	\$259,200.00	\$0.00	\$259,200.00
State Agency Cost for Dependent Care	\$0.00	-	\$0.00
Total Participant Reimbursements	\$269,700.00	\$10,500.00	\$280,200.00

**Total Costs**

	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
Total Cost	\$1,196,699.35	\$3,607,786.65	\$4,804,486.00

## 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	\$1,354,988.00	\$1,354,988.00	\$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	\$1,354,988.00	\$1,354,988.00	\$1,315,299.30	-
Federal	50 Percent Administrative	-	\$1,584,649.00	-	-
Non-Federal	50 Percent Administrative	-	\$1,584,649.00	-	-
Federal	50 Percent Participant Reimbursements	-	\$10,500.00	-	-
Non-Federal	50 Percent Participant Reimbursements	-	\$269,700.00	-	-
Federal	Total 50 Percent Federal Target	\$1,595,149.00	\$1,595,149.00	\$0.00	-
<b>Total</b>	All Sources	\$2,950,137.00	\$4,804,486.00	-	-

## Total Fiscal Year Plan Funding

<b>Funding Sources</b>	<b>Non-Federal Share</b>	<b>Federal Share</b>	<b>Total</b>
100 Percent Federal Grant	-	\$1,354,988.00	\$1,354,988.00
ABAWD Pledge Grant	-	\$0.00	\$0.00
50 Percent Administrative	\$1,584,649.00	\$1,584,649.00	\$3,169,298.00
50 Percent Dependent Care	\$10,500.00	\$10,500.00	-
50 Percent Transportation/Other	\$259,200.00	\$0.00	-
50 Percent Total Participant Reimbursements	\$269,700.00	\$10,500.00	\$280,200.00
Total 50 Percent Funds	\$1,854,349.00	\$1,595,149.00	\$3,449,498.00
<b>Total</b>	<b>\$1,854,349.00</b>	<b>\$2,950,137.00</b>	<b>\$4,804,486.00</b>

## 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