

USDA FNS SNAP E&T STATE PLAN

STATE NAME	STATE CODE	FEDERAL FISCAL YEAR	VERSION
Oklahoma	OK	2026	Original Submission

FORM STATUS: Approved on 12/02/2025 12:33 PM EST

KEY PROGRAM STAFF

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

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AMENDMENT LOG

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

ACRONYMS

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

The below list includes common acronyms utilized within this plan.

Acronym	Definition
ABAWD	Able-Bodied Adult without Dependents
AFS	Adult and Family Services
CBM	CBM Driving Academy
CEO	Center for Employment Opportunity
E&T	Employment and Training
FCS	Family and Children Services
FNS	Food and Nutrition Service

FSS	Family Service Specialist
FY	Fiscal Year
GA	General Assistance
GCWED	Governor's Council for Workforce and Economic Development
GICO	Goodwill Industries of Oklahoma
GWA	Goodwill Employment Services Center-Ada
GWT	Goodwill Industries of Tulsa
HA	Homeless Alliance
ITO	Indian Tribal Organization
MSG	Madison Strategies
OESC	Oklahoma Employment Security and Security Commission
OIC	Opportunities Industrialization Center of Oklahoma County
OKDHS	Oklahoma Human Services
OK SNAP Works	Oklahoma's SNAP Employment and Training Program
PS	Public Strategies, Inc.
SNAP	Supplemental Nutrition Assistance Program
SXS	Side X Side Inc
TANF	Temporary Assistance for Needy Families
TCTC	Tri-County Technology Center
TEEM	The Education and Employment Ministry
USDA	United States Department of Agriculture
WIOA	Workforce Innovation and Opportunity Act

SUMMARY OF PROGRAM

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

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

OK SNAP Works is Oklahoma's SNAP Employment &Training (SNAP E&T) program. Our mission is to provide SNAP participants opportunities to gain skills, training, education, work, or experience that will increase their ability to obtain sustainable and living-wage employment, as well as to meet the ABAWD work requirements. OK SNAP Works is a voluntary program that runs at no cost to the participant. Through our contracted partners, OK SNAP Works participants will have access to a variety of resources and additional case management. It also provides several supportive services to assist the participant with potential barriers, such as transportation, given that they are reasonable and necessary for the participant to be successful in the program.

OK SNAP Works is focused on fulfilling the State's workforce requirements by equipping participants with the comprehensive skills and knowledge necessary for success in their chosen career paths. Participants undergo an initial assessment that evaluates their interests, strengths, weaknesses, and areas for development. This ongoing case management ensures that participants receive all the necessary resources to foster a strong work ethic and respect for their jobs. Through personalized one-on-one support, the program partners work to ensure participants are well-prepared and supported in their professional endeavors.

Through relationships with Oklahoma Workforce, the OK SNAP Works team has gained valuable insight into the career paths needed to meet the state's workforce demands. In FFY 2026, the team will focus on identifying new partners that can provide EPC components leading directly to certifications and career pathways aligned with the needs of Oklahoma employers. This effort is how we made the connection with CBM Trucking, which will be Oklahoma's first CDL certification E&T program.

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

State

County

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

URL	Resource Type
Link to resource	OK SNAP Works Landing Page
Link to resource	Policy

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.

OK SNAP Works is proud to announce our planned expansion for FY 2026, reflecting our ongoing commitment to providing inclusive, high-impact opportunities for SNAP recipients across Oklahoma. We are excited to welcome two new partners—OIC of Oklahoma County and CBM Driving Academy—each bringing distinct strengths that will enhance our program offerings.

OIC is paving the way as our first provider to offer English Language Acquisition (EPEL) services—an exciting addition that expands access to essential communication skills. Through a blend of classroom instruction and computer-based learning, these services will help participants strengthen their English proficiency. In addition, OIC will offer Adult Basic Education, GED and HiSET preparation, and a range of career-focused trainings, including a 12-week IT program leading to CompTIA A+ and Network+ certifications. Participants can also pursue pathways in web and app development, cybersecurity, and other high-demand tech fields.

CBM Driving Academy will be our first provider to offer Commercial Driver's License (CDL) training, enabling participants to pursue careers as professional truck drivers—an occupation listed among Oklahoma's Top 100 Critical Occupations. CBM is currently operating out of Duncan, with plans to open a second training facility in Jackson County in the near future, further expanding geographic access to this high-demand career pathway.

Together, these partnerships represent a significant step forward in building a diverse and accessible SNAP E&T network, tailored to meet the evolving needs of Oklahoma's workforce.

In addition to adding two new partners for FFY 2026, OK SNAP Works has been closely reviewing the performance outcomes of our current partners and strengthening our collaboration with WIOA. This partnership, combined with our commitment to improving our own program, has prompted us to reassess and restructure how we identify, select, and engage future partners based on both program needs and strategic goals.

OK SNAP Works is placing a temporary pause on Direct Referrals effective 10/01/2025 to focus on developing a more streamlined, client-centered referral process. Historically, participation rates for Direct Referrals have been 10% or less, and the process has created a significant administrative burden for both the State Agency and providers.

The OK SNAP Works team is transitioning from performing job tasks to serving as contract monitors for their assigned partners. This change allows Program Field Representatives (PFRs) to focus on building stronger relationships with providers while ensuring consistent program quality and compliance. PFRs are assigned to providers in a contract monitoring role only, which covers programmatic compliance and service delivery. Contract monitoring does not include fiscal oversight.

Fiscal monitoring remains a separate function that is conducted through monthly invoice reviews, supporting documentation checks, and an annual fiscal questionnaire. Fiscal monitoring is designed solely to ensure financial integrity, accountability, and compliance with state and federal regulations, including 2 CFR Part

200. This separation of duties ensures that program monitoring and fiscal monitoring are both performed thoroughly, without overlap, and with clear accountability at each stage of oversight.

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.

WIOA is restructuring Oklahoma's statewide workforce system in anticipation of reduced funding. The goal is to increase efficiency—"doing more with less"—while improving outcomes, reducing silos, and ensuring more individuals receive the assistance they need, even if they are not part of a WIOA program.

Since June 2025, OK SNAP Works has actively supported the development of this new system by attending and participating in weekly State Workforce System Planning meetings. We have provided input on key elements such as the design of a common intake form, effective case management practices, and strategies to ensure the future State Workforce system aligns with SNAP E&T requirements. We have also advocated for OK SNAP Works to be recognized as a key resource, ensuring other agencies can easily refer eligible participants to our program.

Through this collaboration and with the support of OKDHS leadership, OK SNAP Works has also taken a closer look internally to ensure we are achieving the best possible outcomes for Oklahomans. In FFY 2026, we will be seeking new partners that can meet the needs of our ABAWD population by:

Providing the 20 hours per week required to maintain SNAP eligibility.

Delivering employment outcomes that meet our definition of "quality jobs"—at least \$15/hour, paid time off, benefits, and full-time employment.

Serving at least 50 SNAP participants annually.

Being located in rural areas to expand access.

Offering industry-recognized certifications such as nursing, welding, and other high-demand fields.

We will also be evaluating our existing partners to ensure they are delivering the outcomes necessary for the success of SNAP recipients in Oklahoma.

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
03/13/2025	Governor's Council for Workforce and Economic Development	Director & Chief Economist, Economic Research & Analysis	<p>Lessons learned:</p> <p>Employment projections show growth is highest in Education and Health Services, followed by Trade, Transportation, and Utilities, then Leisure and Hospitality, and finally Professional and Business Services. Other career categories such as Natural Resources and Mining, are projected to have flat job growth.</p> <p>OK SNAP Works has areas of opportunity in the coming year(s), with rural areas needing a local E&T partner (within reasonable driving distance), and high-value training for the area, such as CDL training. As of</p>

this writing, we are in talks with a commercial truck driving school. CNC machinists are in-demand across rural OK, for small manufacturing plants supporting farming and oil & gas. This career (along with commercial truck driving) is on “Oklahoma’s 100 Critical Occupations” list, with an average salary of \$21/hr to start. We are actively looking for a tech school that offers CNC training.

High-value employment, such as IT/tech, is needed in OK (primarily Tulsa and OKC) and in OK SNAP Works. Partner ReMerge has pivoted away from Grow With Google IT training, so OK SNAP Works offers limited high-tech training. We are in talks with tech schools across the state to remedy this issue.

Despite common assumptions, OK’s oil & gas industry only employs approximately 30,000 people statewide with almost no barriers to employment,

and little expansion predicted due to mechanization. This field is not currently an area of expansion OK SNAP Works will pursue.

Most continually-hiring (always in demand) employment in OK is a stabilizing job, the top three being hospitality, retail sales, and fast-food service (not ranked, as that depends on location). This is not a goal for OK SNAP Works, but something partners have available for participants that want rapid re-employment.

Partner programs (such as Work Ready in small town Eufaula) need to consider how many participants are willing to relocate for a job/career. There are plenty of participants/potential-participants looking for employment in any given area, but only a percentage of those will be willing to move over an hour away for a career. SNAP E&T partner programs need to keep in mind that some high-paying career paths simply aren’t available in Eufaula OK (pop 2,833).

		OK SNAP Works incorporated this information into state plan through planning efforts such as: placing emphasis on new partners that can place participants in areas of highest growth, gaining a rural CDL provider, researching CNC and IT providers for potential partnership, and abandoning a project to get participants into the oil industry. Stabilizing jobs and lack of participant willingness to relocate are not focus areas for OK SNAP Works, but we have passed information to partners.
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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.

The GCWED has a sub-committee called Career Pathways. Unlike GCWED, OK SNAP Works is on this committee as a full member. The goal of Career Pathways is to inform and foster effective workforce development strategies that align education, training, and employment services. By collaborating with employers, educational institutions, and workforce agencies, the committee ensures that programs meet the needs of both job seekers and industries. A recent (04/18/25) meeting covered:

Workforce Participation

- i. Barriers to entering workforce.
- ii. Address HS dropouts to connect to next steps.
- b. Career Specific Pathways
 - i. Universal career pathway outlines
 - ii. Apprenticeships/ Internships and WBL
 - iii. Company specific advancement pathways
- III. Prioritize Strategic Plan areas
 - a. Employer engagement
 - b. Economic Development

OK SNAP Works used this information to guide the partner application process to potential agencies that can address the above issues. For example, Restore OKC now offers EPB in one of the highest poverty zip codes in Oklahoma. Career specific pathways is addressed by CBM Driving Academy, with EPC offering a direct path to gainful employment. Company specific pathways are planned, with OK SNAP Works targeting ATC Drivetrain in OKC, AAON in Tulsa, and MD Building products in both cities, as leading second-chance employers offering living-wage jobs. Not all of the Career Pathways coordination applies to SNAP E&T, as the group focuses on economic development while OK SNAP Works is refocusing on employment outcomes.

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).

OK SNAP Works' strategic priorities are in alignment with the Governor's Council for Workforce and Economic Development strategic plan Impact Goals. GCWED Impact Goal 1 aims to increase the Oklahoma labor force participation rate. OK SNAP Works

assists GCWED's plan with partner's scalable career pathways, increased internship and apprenticeship opportunities, and marketing materials that promote our joint efforts. GCWED Impact Goal 2 is to create new private sector jobs with an average salary of \$55,000 per year or higher. OK SNAP Works assists by increasing the percent of Oklahomans with post-high school skills credentials. Impact Goal 3 is to achieve top ten status (currently 29th) in national unemployment rate. OK SNAP Works partners increase internship and apprenticeship opportunities, increase data sharing among partners, and focus career pathways on state and regional business and skills requirements. Impact Goal 4 is increased effectiveness in serving employers. OK SNAP Works contributes by establishing partnerships in each planning region, partners engage businesses in program design, tailor curricula to accommodate changing business needs, and diversify funding sources. The link to the strategic plan is below.

<https://oklahoma.gov/content/dam/ok/en/workforce/documents/gcwed/GCWEDStrategic-Plan.pdf>

In addition, OK SNAP Works joined the Real Change Coalition, a grassroots effort of local agencies aiming to reduce traditional obstacles to employment. Some E&T partners (such as TEEM and Goodwill) are members, with other potential partners such as Diversion Hub participating. The RCC also partners with local employers, so see what barriers job applicants have and how they can assist with the hiring & OJT side by adapting our program to employer needs.

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.

In the past couple of years, both TANF and OK SNAP Works were under the same Deputy Director. In February 2025, a division reorganization separated TANF and OK SNAP Works. Now SNAP and OK SNAP Works are under the same Deputy Director. However, this does not change the coordination with TANF. The Program Administrator of OK SNAP Works and the Deputy Director of TANF meet monthly with the Work Ready leadership team as well as with AFS leadership. WorkReady is a big support of TANF and has a couple of programs with OK SNAP Works. Along with these monthly meetings, the PA and Deputy Director work closely in the office and share information as it is gained.

This coordination still allows our State agency to actively coordinate with TANF through a structured approach that emphasizes collaboration and communication. We ensure alignment of services, resources, and activities to maximize support for our community's most vulnerable populations.

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).

Per changes due to the HR1 and the citizen alien requirements, OK SNAP Works is no longer coordinating with the Refugee Team that is housed under OKDHS.

CONSULTATION WITH INDIAN TRIBAL ORGANIZATIONS (ITOs)

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

Did the State agency consult with ITOs in the State?

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

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

As FNS is aware, Oklahoma presents a unique situation, as the state does not have any federally recognized reservations. We assume this is why Oklahoma's SNAP E&T program has not yet been approved for the 75% enhanced reimbursement for Native Nation partners. Nevertheless, Oklahoma remains committed to consulting with and building relationships with all Native Nations in the state.

On January 2, 2025, the Oklahoma Human Services Tribal Liaison initiated consultation by sending a letter to all 38 Nations via standard mail and email. The letter invited the Nations to engage in discussions related to Adult and Family Services programs, community needs, and the FY 2025 State Plans. A written comment period was open from January 2, 2025, through February 15, 2025. During this time, the full FY 2025 State Plans were made available for review to provide context. Comments could be submitted through a webform (via link or QR code), email, or by speaking directly with AFS's Tribal Liaison, Summer Wesley. No written comments or questions were received, nor were any meetings requested by officials from any Nation.

A second formal invitation was sent to all 38 Nations for the 2025 SNAP Summit, held on April 8, 2025. This provided an additional venue for consultation regarding the drafting of the FY 2026 State Plan and for the Nations to learn more about AFS programs. Attendees included representatives from the Chickasaw Nation, Quapaw Nation, and the Cheyenne and Arapaho Nations. No comments or requests regarding the contents of the annual plans were submitted. Below is a list of the attendees.

Adrienne Jacobs, SNAP Ed Manager Chickasaw Nation
Melissa Young, SNAP Ed Chickasaw Nation
Michelle Bowden, Food Sovereignty Quapaw Nation
Jean A. Blalock, QFM and FH Manager Quapaw Nation
Marsha Lena, Grants Manager Cheyenne and Arapaho Nation

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
02/03/2025	Cheyenne and Arapaho Tribes	Erwin Pahmahmie-Executive Director of Labor	Consultation with the Department of Labor Executive Team of the Cheyenne and Arapaho Tribes began in August 2024. The OK SNAP Works Team, FNS, and the Tribal Executive Team met to discuss the SNAP E&T program. At the conclusion of the meeting, the State E&T Plan and a sample contract were left with the Nation for review. In February 2025, the Tribe requested a follow-up meeting. Following this discussion, the Tribe agreed to become a partner, and a State Plan amendment was submitted to FNS. The amendment was approved in May 2025, and the OK SNAP Works Team has been working with the Tribe to finalize contracts and establish payment access. The Nation is anticipated to enroll its first participants in September 2025.

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 counties offer an E&T program.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
<input type="checkbox"/> Adair County	<input type="checkbox"/> Grant County	<input checked="" type="checkbox"/> Nowata County
<input type="checkbox"/> Alfalfa County	<input type="checkbox"/> Greer County	<input type="checkbox"/> Okfuskee County
<input type="checkbox"/> Atoka County	<input type="checkbox"/> Harmon County	<input checked="" type="checkbox"/> Oklahoma County
<input type="checkbox"/> Beaver County	<input type="checkbox"/> Harper County	<input checked="" type="checkbox"/> Okmulgee County
<input checked="" type="checkbox"/> Beckham County	<input type="checkbox"/> Haskell County	<input checked="" type="checkbox"/> Osage County
<input checked="" type="checkbox"/> Blaine County	<input type="checkbox"/> Hughes County	<input type="checkbox"/> Ottawa County
<input type="checkbox"/> Bryan County	<input checked="" type="checkbox"/> Jackson County	<input checked="" type="checkbox"/> Pawnee County
<input type="checkbox"/> Caddo County	<input type="checkbox"/> Jefferson County	<input checked="" type="checkbox"/> Payne County
<input checked="" type="checkbox"/> Canadian County	<input type="checkbox"/> Johnston County	<input checked="" type="checkbox"/> Pittsburg County
<input type="checkbox"/> Carter County	<input type="checkbox"/> Kay County	<input checked="" type="checkbox"/> Pontotoc County
<input type="checkbox"/> Cherokee County	<input type="checkbox"/> Kingfisher County	<input checked="" type="checkbox"/> Pottawatomie County
<input type="checkbox"/> Choctaw County	<input type="checkbox"/> Kiowa County	<input type="checkbox"/> Pushmataha County
<input type="checkbox"/> Cimarron County	<input type="checkbox"/> Latimer County	<input checked="" type="checkbox"/> Roger Mills County
<input checked="" type="checkbox"/> Cleveland County	<input type="checkbox"/> Le Flore County	<input checked="" type="checkbox"/> Rogers County
<input type="checkbox"/> Coal County	<input type="checkbox"/> Lincoln County	<input type="checkbox"/> Seminole County
<input type="checkbox"/> Comanche County	<input type="checkbox"/> Logan County	<input type="checkbox"/> Sequoyah County
<input type="checkbox"/> Cotton County	<input type="checkbox"/> Love County	<input checked="" type="checkbox"/> Stephens County
<input type="checkbox"/> Craig County	<input checked="" type="checkbox"/> Major County	<input type="checkbox"/> Texas County
<input checked="" type="checkbox"/> Creek County	<input type="checkbox"/> Marshall County	<input type="checkbox"/> Tillman County
<input checked="" type="checkbox"/> Custer County	<input type="checkbox"/> Mayes County	<input checked="" type="checkbox"/> Tulsa County
<input type="checkbox"/> Delaware County	<input type="checkbox"/> McClain County	<input checked="" type="checkbox"/> Wagoner County
<input checked="" type="checkbox"/> Dewey County	<input type="checkbox"/> McCurtain County	<input checked="" type="checkbox"/> Washington County
<input type="checkbox"/> Ellis County	<input checked="" type="checkbox"/> McIntosh County	<input checked="" type="checkbox"/> Washita County
<input type="checkbox"/> Garfield County	<input type="checkbox"/> Murray County	<input type="checkbox"/> Woods County
<input type="checkbox"/> Garvin County	<input checked="" type="checkbox"/> Muskogee County	<input checked="" type="checkbox"/> Woodward County
<input type="checkbox"/> Grady County	<input type="checkbox"/> Noble County	

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	310,730

State Exemptions

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

EXEMPTION	TOTAL INDIVIDUALS
Oklahoma offers voluntary SNAP E&T program	310,730

QUESTION	RESPONSE FIELD
Total estimated number of work registrants exempt from mandatory E&T	310,730
Percent of all work registrants exempt from E&T	100.00%

ABAWDs

QUESTION	RESPONSE FIELD
Anticipated number of ABAWDs in the State	67,155
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	2,276
Anticipated number of ABAWDs in the State who meet the criteria under 7 CFR 273.7(d)(3)(i)	64,879

E&T Participants

QUESTION	RESPONSE FIELD
Anticipated number of mandatory E&T participants	0
Anticipated number of voluntary E&T participants	4,036
Total anticipated number of E&T participants	4,036
Anticipated number of ABAWDs to be served in E&T	275

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 OK SNAP Works team operates independently from the SNAP Certification and Policy Units and is responsible for the administration of the State's SNAP E&T program. The team is comprised of a Program Manager V, a Program Manager III, and 5 Program Field Representatives (PFRs). Together, they develop and refine SNAP E&T policy, conduct training for Eligibility Workers, monitor and manage provider contracts, and ensure timely and accurate completion of federal reporting requirements, including the FNS-583 and the annual State Plan. The PFRs also manage program correspondence, monitor 8% exemptions, and coordinate outreach to recruit new providers.

E&T program administration is centralized at the State level. There are no separate E&T units at the county level, and the program remains structurally separate from the SNAP Certification and Policy Units.

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

To strengthen communication between SNAP E&T and the SNAP certification unit, a recent reorganization placed both programs under the same Deputy Director and Program Administrator. This structural alignment has enhanced collaboration and improved the flow of information between the two units.

Both programs fall under the Adult and Family Services division, which continues to utilize the Legislative Liaison to support consistent policy interpretation and application. As of May 27, 2025, staff from both programs have returned to full-time, in-office work. This shift has further facilitated regular interaction, allowing teams to collaborate more easily and remain aligned on program needs.

Ongoing coordination occurs through a variety of channels, including in-person meetings, email communications, and Microsoft Teams chat. These frequent touchpoints help ensure timely updates, consistent messaging, and a unified approach to service delivery.

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

The State maintains ongoing, collaborative relationships with its SNAP E&T providers and intermediary that support program operations. Communication is structured, frequent, and both proactive and responsive. Regular check-ins, training sessions, and technical assistance calls are held to ensure providers are well-informed about federal and state policy changes, reporting requirements, invoicing procedures, and best practices for participant engagement.

The State serves as both a compliance monitor and a programmatic support system. It offers guidance throughout the provider lifecycle—from onboarding and State Plan development to monitoring and continuous improvement. Providers are expected to submit timely data, invoices, and documentation, while the State provides feedback and ensures consistency with SNAP E&T regulations.

Where intermediaries (such as CEO) are involved, their role is to support—not replace—the leadership and oversight of the State. Communication flows through clearly defined channels, with the State maintaining decision-making authority and aligning all efforts with strategic goals and fiscal accountability.

Overall, the State fosters a partnership approach—emphasizing shared accountability, transparency, and participant-centered service delivery.

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

Policy and procedural changes are updated in the OK SNAP Works Provider Handbook and communicated to contracted SNAP E&T providers through various channels. These include email, online virtual training sessions, and in-person meetings. Any new information is subsequently reinforced with a conference call or an additional in-person or virtual meeting as needed.

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.

Oklahoma's OK SNAP Works program has been transitioning from a manual, Excel-based system to a more data-driven, streamlined platform with the ongoing development of Ergo, a centralized portal supported by SNAP E&T Technical Assistance. Initiated in 2023, Ergo is continually being developed in phases to meet the program's growing needs. It is designed to enhance participant tracking, strengthen program oversight, and move OK SNAP Works closer to real time data access, enabling more informed, timely, and proactive decision making across the state.

Key Functions of Ergo

Ergo tracks each participant's journey from enrollment through employment, offering a complete view of engagement and outcomes. The system also incorporates the Participation Activity Sheet (PAS) directly into Ergo, allowing for more comprehensive and accurate data collection. This integration makes it easier to track activities in real time, reduce manual errors, and strengthen the link between service delivery and outcome reporting. Providers use the system to submit PAS data, request technical assistance, and access centralized program documents and resources.

Trend Monitoring and Outcome Analysis

Ergo is making it easier to spot trends, identify which supports are used most or least, and catch when supports may be provided in excess. It also helps determine when supports are most often used, such as during regular participation or while in Job Retention. Additionally, it supports tracking the impact of the expanded Job Retention Waiver, which extended support from 90 to 365 days, offering insight into whether longer retention improves employment outcomes.

The system also helps identify when components like Supervised Job Search are being used longer than intended. This visibility allows OK SNAP Works to stay focused on helping participants gain the skills and credentials they need to secure livable wage jobs and transition off SNAP within a reasonable timeframe.

Previously, Oklahoma relied on a spreadsheet based process that made data entry and analysis manual and time consuming. This limited the ability to quickly identify positive patterns or intervene when negative

trends emerged. With Ergo, the program is now positioned to be more proactive, data informed, and participant focused. The insights gained from Ergo will also help OK SNAP Works better support its provider network, giving them the tools and guidance they need to more effectively serve participants across the state.

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.

We do not use a MIS system for OK SNAP Works.

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.

The OK SNAP Works team assigns Program Field Representatives (PFRs) to oversee specific providers. PFRs conduct quarterly reviews to assess provider performance and ensure program quality. These reviews include verifying provider reports, reviewing case documentation, attending provider meetings or events, and providing technical assistance to maintain strong engagement and compliance with program requirements. The purpose of these quarterly reviews is to ensure that OK SNAP Works and its providers remain on track and in compliance throughout the year. They are designed to catch any compliance issues early so that they can be addressed promptly, rather than waiting until the annual Management Evaluation (ME).

In addition, providers submit Participation Activity Sheets (PAS) monthly through Ergo. PFRs review PAS submissions for accuracy and completeness, which allows for real-time oversight of participant activity and outcomes. This monthly monitoring strengthens accountability and provides data that supports early identification of potential issues.

The OK SNAP Works team also conducts an annual Management Evaluation (ME) for each provider. The ME includes a comprehensive review of the provider's policy materials, assessment of client services, participant tracking systems, component activities, case file reviews, and prior ME results to identify trends.

During the ME, an on-site checklist is completed, and a minimum of ten randomly selected participant case files are reviewed. OK SNAP Works staff use a standardized checklist to ensure that each file contains the required verification and documentation. This includes confirming that:

- A referral exists for the participant
- The participant is recorded on the PAS
- The participant's journey through SNAP E&T is fully documented
- An Individual Employment Plan (IEP) is present and current
- A Release of Information (ROI) is included in the case file as applicable
- Any participant supports provided are documented
- Any outcomes are captured
- The voluntary agreement form is present in the case file

Results of each ME are compiled into a report delivered to the provider within 60 days of the visit. Reports include constructive feedback, observations, and any findings. Providers are required to submit a corrective action plan within 30 days, and OK SNAP Works offers technical assistance to support timely resolution and improvement.

Fiscal Monitoring in SNAP E&T Program

Fiscal monitoring is managed separately from contract monitoring to ensure financial compliance and integrity. SNAP E&T providers follow a structured fiscal operations process, submitting monthly

reimbursement requests through invoices with supporting documentation. This offsite process includes a meticulous review of invoices to verify allowable costs and a comparison against detailed monthly reports to ensure expenditures align with approved budgets and cost allocations.

Two Program Field Representatives (PFRs) conduct the initial thorough review of all invoices and reports. Each invoice is scrutinized to confirm compliance with federal and state guidelines, including:

- Costs are allowable, reasonable, and necessary for the delivery of SNAP E&T services
- Expenses are directly related to participant engagement and supported by adequate documentation
- Each participant support has a direct link to an eligible SNAP E&T participant, with documentation in Ergo or the PAS
- Administrative and operational expenses are consistent with the approved budget and scope of work
- No supplanting of other funds or double billing occurs
- Allocations (such as staff time, rent, utilities, and shared resources) are properly documented and justified
- Invoices reconcile with participant activity, ensuring that services claimed correspond to active SNAP E&T participation

After this PFR review, the Program Manager provides final approval to ensure all financial activities align with 2 CFR Part 200 cost principles, federal SNAP E&T regulations, and state policy.

In addition to monthly invoice reviews, providers are required to complete an annual offsite fiscal questionnaire. This questionnaire verifies compliance with fiscal accountability standards such as internal controls, cost allocation methods, documentation procedures, and record retention.

This multi-layered fiscal monitoring process ensures transparency, accountability, and integrity in financial operations. By requiring participant-linked documentation, layered invoice reviews, and annual compliance checks, Oklahoma minimizes the risk of errors, fraud, or misuse of funds while maintaining the highest standards of accountability in the SNAP E&T program.

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

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

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

The State monitors providers on different cycles depending on the type of oversight. Fiscal monitoring is conducted monthly through the review of invoices and supporting documentation to ensure compliance with federal cost principles and state policy. Program monitoring is conducted quarterly through reviews of provider performance and participant case documentation, with technical assistance provided as needed. In addition, an annual Management Evaluation (ME) is conducted for each provider to ensure comprehensive compliance with SNAP E&T program requirements. Providers are also monitored on an ongoing monthly

basis through the submission and review of Participation Activity Sheets (PAS) in Ergo, which strengthens accountability and supports real-time tracking of participant activity and outcomes.

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).

SNAP Works assesses the performance of our contracted E&T providers through thorough management evaluations. These evaluations track participants' progress toward important milestones, such as completing a program, achieving vocational training certificates, or securing full-time employment. They also ensure the accuracy of reported information through monthly participation sheets.

Monthly reports from SNAP E&T providers showcase participants' strides in education, training, and employment, highlighting their achievements in earning certificates, completing graduations, gaining and sustaining employment.

Participant outcomes are reported on the closure of each case, and if successful, in the outcomes section of the monthly PAS report.

In addition to management evaluations and monitoring provider performance, the State measures the effectiveness of the SNAP E&T program by tracking participant outcomes over time. This includes analyzing federal reporting measures such as unsubsidized employment in the 2nd and 4th quarters after participation, median quarterly wages, and the rate of participants completing education, training, or work-based learning components. OK SNAP Works also reviews longitudinal data from the National Directory of New Hires (NDNH) and state wage records to assess both employment attainment and retention. These measures allow the State to evaluate whether participants are gaining the skills and support needed to transition to sustained employment.

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.

At application, recertification, and when household circumstances change, Oklahoma eligibility workers (EWs) screen each household member age 16–59 to determine work registration status under 7 CFR 273.7(a)(1). Screening is conducted manually using the USDA SNAP Work Rules Screening Checklist/Flow Chart and the OKDHS FS Quest “SNAP Work Rules Screening Checklist.”

EWs evaluate whether an individual qualifies for an exemption under 7 CFR 273.7(b), which may include:

- Age (under 16 or 60 and older),
- Disability,
- Working 30 hours or more per week or earning wages at least equal to 30 hours × federal minimum wage,
- Caring for a child under 6 or an incapacitated household member,
- Enrollment as a half-time or greater student,
- Compliance with work requirements of another program (e.g., TANF or UI), or
- Participating in a drug addiction or alcohol treatment and rehabilitation program

If exempt, the exemption reason is documented in the case record. If not exempt, the individual is identified as a work registrant. This screening step is required at each eligibility determination and is documented in FS Quest. Oklahoma does not use an automated eligibility system for work registration; all screenings are performed manually by EWs.

This screening is separate from E&T referral decisions and focuses solely on determining work registrant vs. exempt status, consistent with 7 CFR 273.7(a) and (b).

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

Non-exempt individuals are work-registered at the point of application, recertification, or when household circumstances change, consistent with 7 CFR 273.7(a)(1)(i). The process is as follows:

The head of household (or authorized representative) signs the Responsibilities and Signature for Benefits form (08MP003E), which includes the statement:

“I am registering myself and/or any other household members between 16 and 59 years of age for work unless I or other household members meet exemption criteria. I understand if I check No, required work registrants in my household will not be included in food benefits.”

Work registration is also discussed during the eligibility interview by the EW and documented in the case file. The EW records the determination in the case record and explains rights and responsibilities, including ABAWD rules (when applicable), good cause, and consequences of non-compliance.

If an individual refuses to register, they are ineligible for SNAP, as work registration is a condition of eligibility (not a sanction applied at application). If good cause or an exemption is later identified, the EW updates the case record accordingly.

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.

The State agency does not use SNAP E&T funds to cover staff time spent on screening and referring individuals to the E&T program. Oklahoma is a voluntary state, but eligibility workers use the following criteria to screen all adults to determine if it is appropriate to refer them to OK SNAP Works program:

1. Unemployed or underemployed
2. Receiving SNAP
3. Not Receiving TANF
4. Age: The participant must be 16 years or older.
5. Location: The participant must reside in or near a servicing county.
6. Willingness to Volunteer: The participant must be willing to volunteer for the program.
7. Able to work

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

Oklahoma operates a voluntary E&T program. All SNAP work registrants are identified at certification and recertification; however, the State agency does not conduct E&T screening at those points. Instead, screening occurs only when an individual volunteers for participation through a reverse referral request. This ensures that referrals are targeted to individuals who have expressed interest in E&T, while still meeting the requirements of 7 CFR 273.7(c)(2).

During the SNAP interview, SNAP E&T will still be discussed if the client is an ABAWD or expresses interest in employment, education, or training. In those instances, eligibility workers explain that participation in SNAP E&T is voluntary. The eligibility worker will then direct the participant to the OK SNAP Works landing page and/or provide the link to the landing page and advise the client to reach out to a provider in their area if they are interested in becoming a SNAP E&T participant, which may result in a referral request from a provider.

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

OK SNAP Works and eligibility workers communicate information about referrals through our case note system, which is directly added to the participant's case file.

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

Explain when screening during the certification and recertification occurs.

Oklahoma operates a voluntary E&T program. All SNAP work registrants are identified at certification and recertification; however, the State agency does not conduct E&T screening at those points. Instead, screening occurs only when an individual volunteers for participation through a reverse referral request. This ensures that referrals are targeted to individuals who have expressed interest in E&T, while still meeting the requirements of 7 CFR 273.7(c)(2).

During the SNAP interview, eligibility workers explain that SNAP E&T is voluntary. They may provide the link to the OK SNAP Works landing page and advise the client to reach out to a provider in their area if interested in becoming a SNAP E&T participant.

When does the screening for a reverse referral request occur?

Screening occurs only when a referral request is received from a provider. At that point, the eligibility worker reviews the individual's SNAP, TANF, and ABAWD status to determine whether referral to E&T is appropriate.

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

When a reverse referral request is approved, eligibility worker(s) notify the provider through a secure email. This ensures the provider is informed that the participant has been formally referred and may begin outreach and orientation activities. Reverse referral requests are submitted by providers to the State agency using a Qualtrics survey form. Once a request is received, a designated eligibility worker reviews the referral to:

- Confirm the individual is currently receiving SNAP;
- Verify the individual is not receiving TANF; and
- Determine ABAWD status or applicable exemptions.

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?

At the time of referral, the State agency also provides participants with information on next steps by sending a standard notice (text, and/or email). This notice explains that the individual has been referred to OK SNAP Works, that their provider will contact them for orientation, and includes a link or QR code to the OK SNAP Works landing page where participants can learn more about the program and available supportive services. Providers are also instructed to inform participants of participant supports available to them through SNAP E&T.

REFERRAL TO E&T

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

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

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

How is the referral communicated? Select all that apply.

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

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

When the State receives a reverse referral request, eligibility workers first review the request to confirm the individual is currently receiving SNAP, verify the individual is not receiving TANF, and determine ABAWD status or applicable exemptions. Once the request is approved, the eligibility worker makes the official referral and notifies the provider through a secure email. This communication confirms that the participant has been formally referred and that the provider may begin outreach and orientation activities.

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?

When a reverse referral request is received and approved, eligibility workers notify the provider through a secure email. This ensures the provider is informed that the participant has been formally referred and may begin outreach and orientation.

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

Eligibility workers document all referral actions in the case record, which is directly linked to the participant's SNAP eligibility file.

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

What happens during the orientation?

Welcome and Introduction

The provider introduces the OK SNAP Works program, its goals, and what participants can expect.

Program Overview

Participants are given an overview of available services and components—such as job search, training, education, and supportive services.

Rights and Responsibilities

The participant's rights, responsibilities, and the voluntary nature of the program (in Oklahoma's case) are clearly explained.

Voluntary Participation Agreement

Participants review and sign a Voluntary Agreement Form, confirming their interest in participating and acknowledging program guidelines.

Clarification of Next Steps

Information is provided about what happens after orientation—typically the beginning of case management, referrals, and program participation.

Q&A

Participants have an opportunity to ask questions or request clarification.

Note on Structure and Flexibility:

The assessment, intake, and orientation may overlap or occur together, depending on the provider's structure and the participant's availability.

For example, a participant may complete their intake paperwork and initial assessment during the same session as orientation.

Case managers may conduct orientation discussions while also gathering assessment information to streamline the process.

In some cases, these steps may be spread out across multiple meetings to better meet participant needs.

This process may include—but is not limited to—the elements listed above. The structure and delivery of orientation is flexible and provider-driven, allowing each provider to integrate OK SNAP Works into their existing intake process rather than having to create an entirely new one. This approach supports consistency while honoring each provider's unique program model.

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?

Providers are expected to complete an assessment within the first 30 days following a referral to ensure participants receive services that are appropriately aligned with their goals and needs. While some providers may begin the assessment process prior to receiving a formal referral, they understand that any time spent before an official referral is not reimbursable under SNAP E&T.

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

Participants in the SNAP E&T program who agree to participate in the OK SNAP Works program will undergo a comprehensive assessment and collaborate with their provider to create an Individualized Employment Plan. These assessments may include, but are not limited to, the PAIRIN, Job Start Ready Employability Assessment, and Education & History Intake Form, and may vary by partner. These tools aim to identify the participant's education and employment needs, as well as any barriers they may face, to prepare them for the workforce.

The comprehensive intake assessment involves a one-on-one interview where various aspects of the participant's background are discussed. This includes their education, work history, interests, hobbies, strengths, weaknesses, skills, certifications, licenses, and test scores like HiSET (if applicable). The assessment also addresses barriers, recommended activities, participant reimbursements, and follow-up plans. During the assessment process and throughout their participation in the program, E&T providers share pertinent information with participants. OK SNAP Works staff may review assessments of randomly selected participants during case file reviews as part of the annual management evaluation.

Starting in FFY 2025, OK SNAP Works introduced a mandatory "voluntary agreement form." This form is a crucial part of the participant's intake and/or assessment and must be retained in the participant's case file. The agreement form includes a section that informs participants about available support services and provides a space for them to sign and date, acknowledging their understanding and agreement.

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

- Yes
- No

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

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

Explain how else assessment results are shared with State agency staff.

Some assessment information is captured on the Participant Activity Sheet (PAS) and submitted through the Ergo system. Additional details are maintained in the client's case file and may be reviewed during monitoring events (MEs) or requested by the State agency as needed.

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?

Participants are typically reassessed if there is a lapse in participation of 30 days or more. Additionally, providers are advised to reassess individuals who do not appear to be progressing through their assigned components. For example, if a participant is engaged in Supervised Job Search (SJS) but is unable to secure employment, a reassessment may help identify underlying barriers—such as the need for more intensive training or individual support. In some cases, the reassessment may reveal issues like undiagnosed vision problems where the participant may simply need glasses, which could be impacting their ability to succeed.

How are participants reassessed?

The reassessment process depends on the reason for reassessment. If the participant experienced a lapse in participation of 30 days or more, a full assessment must be completed to re-establish eligibility for SNAP E&T services. However, if the reassessment is prompted by a lack of progress in their current component, the provider may conduct a more targeted reassessment focused on identifying specific barriers, skill gaps, or areas where additional support is needed.

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	<p>Communication between E&T Providers and front-line eligibility staff typically occurs indirectly, with all SNAP E&T concerns directed to the OK SNAP Works Team. When providers become aware of specific criteria, such as good cause exceptions, meeting ABAWD work rule requirements, or changes in ABAWD work exemptions, they are required to notify E&T staff within ten days. Upon notification, the OK SNAP Works unit initiates an internal form that is uploaded to OnBase. This action triggers a task in CURRENT to alert the eligibility worker, prompting them to review the case and take necessary actions within designated processing timeframes. The form specifies whether the SNAP E&T participant complies with program participation, meets ABAWD work requirements, or includes a provider determination. If applicable, the OK SNAP Works unit provides comments on the form, outlining steps for the eligibility worker to follow in completing the required actions. The eligibility worker then makes necessary updates to the case and adds detailed case notes to document their actions. The State E&T Unit continues to maintain and update case notes in the participant's file for referrals and ongoing participation as outlined in their respective protocols.</p>
How do E&T case managers coordinate with: State E&T staff	<p>E&T Providers maintain regular communication with State E&T staff to report on participation and outcomes within the E&T program. They also share important information related to program operations.</p>
How do E&T case managers coordinate with: Other E&T providers	<p>E&T providers coordinate with one another as needed to ensure continuity of services. When participants transfer between providers, case managers share relevant case information through Ergo and, when appropriate, through direct provider-to-provider contact. We have also added a feature in Ergo that allows providers to view participant component information, which helps prevent duplication of services. These processes ensure participants have uninterrupted access to E&T activities and supports.</p>
How do E&T case managers coordinate with: Community resources	<p>Case managers from the provider's team assist participants in connecting with community service providers and resources beyond the scope of SNAP E&T. This comprehensive support may include accessing mental health services, housing assistance, substance abuse treatment, and other essential resources for holistic support.</p>

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 is a core requirement in Oklahoma's SNAP E&T program. All providers must assign a case manager to each participant, who is responsible for ongoing assessment, employment planning, and connection to supportive services. The State ensures that case management is targeted by requiring:

- Training: All provider case managers receive training from OK SNAP Works on program requirements, participant engagement, and documentation standards.
- Documentation: Case management interactions are recorded in the participant's case file and case management hours are also tracked in Ergo for each participant.

- Monitoring: The State reviews case management delivery through Management Evaluations (MEs), and regular monitoring visits to ensure providers are meeting expectations. This process ensures that participants receive individualized employment plans, access to supportive services, and case management that is consistent, targeted, and compliant with 7 CFR 273.7(c)(1)(viii).

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

Case management is a key part of the SNAP E&T program and plays a central role in helping participants succeed. Through case management, participants are guided into services and activities that match their individual needs, goals, and interests. This includes helping them understand their options, connecting them with appropriate training or employment activities, and identifying any barriers that might prevent progress—such as lack of transportation or childcare—and addressing them through available supports.

Case managers work one-on-one with participants to develop tailored employment plans, monitor progress, and make adjustments as needed. They can also coordinate with other service providers to help ensure participants may have access to a full range of resources necessary to support employment and long-term success. This ongoing, personalized support helps participants stay engaged and move toward meaningful, sustainable employment outcomes.

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

The SNAP State agency works closely with E&T providers to ensure that case management services are participant-centered, supportive, and flexible—not burdensome or restrictive. Providers are encouraged to tailor case management to each individual's goals, strengths, and barriers, allowing for adjustments as needed.

To avoid creating unnecessary obstacles, the State agency regularly reviews case management practices through ongoing communication, technical assistance, and formal monitoring events. Feedback from providers is also used to make continuous improvements. The goal is to ensure that case management helps participants navigate the program effectively, rather than adding complexity or delay to their progress.

Additionally, the agency supports providers in integrating case management into their existing workflows, rather than requiring rigid or duplicative processes, which helps reduce participant fatigue and ensures smoother engagement with E&T services.

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?

Oklahoma operates a voluntary SNAP E&T program; however, good cause must still be considered when a participant is unable to comply with program requirements due to circumstances beyond their control. In accordance with 7 CFR 273.7(c)(18), all good cause determinations are made by the State agency on a case-by-case basis. Common reasons include temporary illness or injury, lack of transportation, family emergencies or caregiving responsibilities, inclement weather, conflicts with work or other approved activities, or issues related to mental health or substance use. For ABAWDs who are meeting their work requirement through participation in E&T, good cause is determined consistent with 7 CFR 273.24(b)(2).

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

When an opening in an approved component is not available, the State agency may determine good cause for non-participation. Eligibility staff review participant circumstances and document the determination in the case record. Providers may supply supporting documentation, but the final good cause determination rests with the State agency. This ensures that participants are not penalized when appropriate opportunities are not available.

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.

When an E&T provider determines that an individual is ill-suited for an E&T component, they promptly notify the State agency through email at oksnapworks@okdhs.org. This notification must occur immediately and no later than 10 days after the determination is made. The email includes:

1. Participant Information: The provider specifies the participant's name and case number to ensure accurate identification.
2. Detailed Explanation: The provider provides a thorough explanation detailing why the determination was made, citing specific reasons or criteria that led to the decision.
3. Steps Following Determination: Additionally, the provider outlines the steps or actions that will be initiated following the determination. This may involve recommendations for alternative E&T components, referrals to workforce partnerships, reassessment procedures, or coordination with other support programs.

This process ensures timely and comprehensive communication between E&T providers and the State agency regarding participant eligibility and program engagement.

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

Within 3 business days of receiving a provider's notification, OK SNAP Works staff review the documentation and make the final determination of whether a participant may continue in an E&T component. Providers do not make the final decision.

Eligibility staff then attempt to contact the participant by phone. If unsuccessful, staff follow up using text, email, or mail. Once contact is made, the participant is informed of:

- The determination and the reason,
- Next steps, such as reassignment to another E&T component, referral to a different provider, or supportive services to address barriers, and
- Implications for work requirements if applicable (e.g., ABAWD status).

All determinations and participant contacts are documented in OK SNAP Works, ensuring compliance with 7 CFR 273.7(c)(18).

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	3,636
Estimated number of E&T participants to receive reimbursements for dependent care participation costs	0
Estimated number of E&T participants to receive reimbursements for transportation and other participation costs	3,636
Percentage of participants expected to receive reimbursements	90.09%
Estimated budget for E&T participant reimbursements in upcoming FY	\$1,629,028.00
Estimated budget per participant in fiscal year	\$448.03
Estimated number of E&T participants to receive participant reimbursements per month	375
Estimated budget of participant reimbursements per E&T participant per month	\$362.01

PARTICIPANT REIMBURSEMENT DETAILS

Complete the table below with information on each participant reimbursement offered/permited 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 Rebursements.** 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 Rebursements	Participant Reimbursement Caps (Optional)	Who Provides the Participant Reimbursement?	What is the payment method for Participant Reimbursements?	Method of Disbursement
Background Checks - Only for employment		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Certifications Includes but not limited to: CDL, CNA testing fee, HiSET exam fee, ServSafe exam fee, union registration fees. Costs must be reasonable, necessary, and directly related to SNAP E&T participation.		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Clothing for interviews (can include shoes)	up to \$175 in a 12-month period	SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Dental and vision services may be allowable case-by-case when reasonable, necessary, and directly related to SNAP E&T.		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount

Dental care may include exams, cleanings, fillings, extractions; vision care may include exams and eyewear.				
Drug test -is allowable if it is required for the participant to secure employment or if it is a prerequisite for participation in SNAP E&T activities with a specific provider.		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Fingerprinting - Only for employment		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Gift cards - Alcohol, Tobacco, & Firearm (ATF) restricted for work attire, interview clothing. - Must include signed statement by the participant(s) in case file acknowledging the gift card is for work or interview attire only (receipts preferred).		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Housing -limited to CBM Trucking-must live in excess of 100 miles from Academy	\$500 in a lifetime	SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Legal Fees - Legal fees that result from a failure to follow Federal, State, or Local Laws cannot be paid from Federal E&T funds. If certain conditions are met, the Federal government may allow some legal fees in accordance with 2 CFR 200.435.		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Permanent Documents (ID, birth certificates, etc.)		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Permits & Testing Fees: Includes but not limited to: CDL permit, CNA testing fee, HiSET exam fee, ServSafe exam fee, union registration fees. Costs must be reasonable, necessary,		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount

and directly related to SNAP E&T participation.				
Personal Hygiene - E&T won't cover ongoing personal costs, only those that are reasonably essential and directly linked to the client's involvement in E&T.	\$50–\$100 one-time per program year, only if essential for E&T participation (not ongoing costs).	SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Remote Work Equipment: Laptops, monitors, keyboards, etc.) - Case-by-case basis. Only allowed if Mandatory for employment, job has been secured and is not provided by employer. Must provide verification of employment (letter, check stub, etc.).	\$300–\$400 case-by-case, once per program year. Employment only. Allowed only with verification of job and if not provided by employer. Must directly support ability to work.	SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Training Materials: Covers learning supplies beyond tuition/books. Examples: software licenses, online course access, calculators, classroom supplies, flashcards, study guides.		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Transportation (Gas cards, bus passes) - Must include signed statement in participants case file with the to/from destinations & reason for gas card, buss pass, rideshare.	Max \$1,000–\$1,200 per FFY. Gas/bus: \$20–\$30 wk or \$100–\$120 mo. Rideshare: same if no transit. Exceptions case-by-case; providers must get fiscal monitor OK at SNAPET@okdhs.org before exceeding cap or reimbursement.	SNAP E&T Provider	Direct payment to vendor(s)	In advance/Actual amount
Tuition and Books: Covers instructional costs and required textbooks/workbooks tied directly to an approved SNAP E&T training program. Examples: tuition/fees for CNA class, GED prep, CDL course; required textbooks/workbooks.		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount

Uniforms: Uniforms Covers required clothing or safety wear for training or employment. Examples: scrubs, steel-toe boots, safety vests, aprons.		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Vaccinations/immunizations required for training or employment - Only allowed if necessary for a job. Must be reasonable, necessary, and directly related to SNAP E&T.		SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Vehicle Repair	\$750 – Emergency vehicle repair – case-by-case with prior approval. Must directly support attendance in SNAP E&T. Once in a lifetime. Participant must provide 3 quotes from separate repair shops to meet the reasonable cost test.	SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Wi-Fi (prepaid internet card, startup fees) - Case-by-case basis. Only allowed if mandatory for employment, job has been secured and is not provided by employer.	\$375 case-by-case, once in a lifetime. Employment only. Covers startup or installation costs if not provided by employer. Ongoing service fees are not allowable under SNAP E&T.	SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount
Work and Training Tools Covers occupation-specific equipment/tools used in training or employment. Examples: stethoscopes, welding helmets, toolkits, protective eyewear, measuring instruments.	\$350 per program year, with case-by-case justification.	SNAP E&T Provider	Direct payment to vendor(s)	In advance/actual amount

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.

<https://oklahoma.gov/content/dam/ok/en/okdhs/documents/okdhs-pdf-library/child-care-services/Oklahoma%20Child%20Care%20Market%20Rate%20Survey%20Final%20Report%20083124.pdf>

How is childcare paid for?

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

Explain how else childcare is paid for.

DHS Policy 340:40-7-8 (d) 1 outlines the process for providing subsidized childcare benefits for SNAP E&T program-related assigned activities. Here's a more detailed description:

DHS Policy 340:40-7-8 (d) 1 Overview:

Subsidized childcare benefits may be provided for activities assigned under the SNAP E&T program. Before approving these benefits, the SNAP E&T coordinator follows specific steps to confirm the eligibility of the activity:

1. Activity Confirmation:

o The SNAP E&T coordinator verifies that the activity is an approved part of the SNAP E&T program. This ensures that only activities directly related to enhancing employment skills and opportunities are eligible for childcare benefits.

2. Assigned Start Date:

o The coordinator confirms the start date assigned to the participant for the approved activity. This information ensures that childcare benefits are aligned with the participant's actual engagement in program-related activities.

3. Scheduled Days and Hours:

o The coordinator also verifies the scheduled days and hours of the activity. This includes understanding the regularity and duration of the participant's engagement, which is crucial for determining the appropriate level of childcare support needed.

Process for Approval:

- Once these details (activity confirmation, start date, scheduled days and hours) are confirmed with the contracted service provider, the SNAP E&T coordinator proceeds with the approval of subsidized childcare benefits.
- This process ensures that childcare benefits are allocated appropriately, supporting participants in their engagement with SNAP E&T program activities while addressing their childcare needs effectively.

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?

To date, OK SNAP Works has not encountered situations where participants were unable to participate due to dependent care agencies being at capacity or maintaining waitlists. If this issue does arise, OK SNAP Works will work closely with both the participant and the provider to identify an alternative care facility or determine whether the provider can make accommodations to support the participant's engagement in the program. The State agency remains committed to removing barriers and ensuring that lack of dependent care does not prevent participation in E&T services.

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

The State agency ensures that participants have the necessary reimbursements to begin participation in the SNAP Employment and Training (E&T) program through a proactive, participant-centered process. Upon referral and prior to beginning any assigned component, the E&T provider conducts an initial assessment to identify potential barriers to participation, including the need for transportation, work-related attire, tools, or other allowable supportive services.

Based on this assessment, the provider coordinates with the participant to issue necessary reimbursements or supportive services in advance, ensuring that financial barriers do not prevent engagement. The State agency monitors provider practices through regular reporting, invoice reviews, and monitoring visits to ensure timely and appropriate issuance of reimbursements. Additionally, policies and procedures are in place to guide the timely provision of support, and providers are trained to anticipate and address participant needs prior to program start.

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).

On October 1, the Office of Management and Enterprise Services generates a report from the IMS database, which tracks SNAP case information in designated field blocks (e.g., block C4 = certification date). The Application Developer extracts all active Work Registrants into an Excel file containing case number, person number, age, registration date, and other relevant details. Case and person numbers serve as unique identifiers to prevent duplicate counts. This October 1 pull, which is also used for the first quarter of the FNS-583 report, provides the official annual count of work registrants.

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

Work registrant data is retrieved from the IMS eligibility database, which stores client information in field blocks such as the SNAP certification date. The Application Developer runs a query to extract registrant details—including case and person numbers, age, and registration date—into an Excel sheet. These unique identifiers ensure no duplicate counts. The data is pulled quarterly for the FNS-583, with the first quarter pull occurring on October 1 to capture the start-of-year count.

How are work registrants identified in the eligibility system?

During the interview for an initial application or a recertification, the eligibility worker reviews work registration requirements and the available exemptions. In FACS, Oklahoma's eligibility system, the worker then codes the SNAP recipient accordingly. If the recipient does not meet any exemption criteria and is required to register for work, they are coded as "R"—indicating they are Work Registered. This code is used when pulling reports on Work Registrants.

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

Each record in the IMS database includes a unique case number and person number, which ensure that the same individual cannot be counted more than once. These identifiers are used in every quarterly data pull for the FNS-583 report, with the first quarter pull on October 1 also serving as the official annual count.

OUTCOME REPORTING MEASURES

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

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

Indicate what other data sources were used for the national reporting measures.

The State uses the Participant Activity Sheet (PAS) Report, which is now housed in Ergo.

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

- Verbal Contact
- Physical Forms
- Text
- Email

Describe the process for manual follow up.

The partner will complete follow-up with the participants who enter Job Retention through required case management.

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

Which type of Work-Based Learning components are offered?

- Apprenticeship
- Customized Training
- Incumbent Worker Training
- Internship
- On-the-job Training
- Pre-Apprenticeship
- Transitional Jobs

NON-EDUCATION, NON-WORK COMPONENT: JOB RETENTION

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

This component is designed to support SNAP E&T participants who secure employment or enhance their job status through participation in SNAP E&T activities or services.

Job retention services encompass:

- Case management
- Assistance in acquiring or reimbursing costs for essential items such as uniforms, work attire, equipment, supplies, or tools needed for the job
- Coverage for job-required test fees (e.g., occupational licensing, certification, or credentialing directly tied to maintaining current employment)
- Transportation support
- Provision of other necessities essential for maintaining employment and achieving satisfactory performance in their new roles

The job retention component is meant to provide support services for at least 30 days and up to 365 days to individuals who have secured employment. Individuals are eligible to receive job retention services if they received SNAP benefits in the month of or the month before they start job retention and may receive job retention services after leaving SNAP unless the individual is leaving SNAP due to a failure to comply with the general work requirement or an intentional program violation. The participant must have secured employment after or while receiving other E&T services. There is no limit to the number of times an individual may receive job retention services, as long as the individual has re-engaged with E&T prior to obtaining new employment.

To ensure consistency across SNAP Works providers, Job Retention (JR) providers must:

- Accept only SNAP E&T participants referred by the State agency who have secured employment.
- Provide JR services within 30–365 days of employment start.
- Offer only allowable supports (e.g., uniforms, equipment, transportation, test fees, case management).
- Document and report services provided and participant employment status monthly.
- Inform participants of supportive services and allowable reimbursements.
- Ensure compliance with federal and state nondiscrimination, SNAP E&T, and reporting requirements.
- Direct Service Expectation: Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.

Level of Effort

Job Retention services may be provided for up to 365 days per employment placement. Services must remain directly tied to maintaining employment and cannot extend beyond one year from the date of hire.

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

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

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

Participants must meet the following requirements to participate in JR:

- Have secured employment after, or while participating in, another SNAP E&T component.
- Require services that are necessary and reasonable to maintain employment (e.g., uniforms, equipment, short-term transportation, or limited training directly tied to job retention).
- Remain engaged with a case manager to verify employment and ensure services are directly tied to retaining that job.
- May receive JR more than once if they re-engage with SNAP E&T prior to obtaining new employment.

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
Dewey County	<input type="checkbox"/> Payne County	Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	Woodward County
Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

680

Estimated Annual Component Administrative Cost

\$1,903,696.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The percentage of SNAP E&T participants in the Job Retention component who remain in unsubsidized employment for at least 90 days after initial job placement.	Numerator: Participants who are employed at component entry and who remain employed for at least 90 consecutive days during the reporting period (10/01/2025–09/30/2026). Denominator: All participants enrolled in the Job Retention component during the reporting period (10/01/2025–09/30/2026).

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

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

Job Search Training is a component that enhances a participant's job readiness by teaching and/or enhancing job seeking techniques, increasing job search motivation, and self-confidence to ensure job readiness and employment. Job Search activities may include, but are not limited to:

- Assessments of employability
- Crafting resumes
- Access to job placement services
- Guidance and assistance in job pursuit
- Workshops focusing on workplace etiquette
- Strategic career planning

Job Search Training (JST) providers will:

- Accept only SNAP E&T participants referred by the State agency.
- Conduct an employability assessment at program entry.
- Provide structured JST services such as resume writing, interview preparation, and job application assistance.
- Document hours and attendance and submit monthly reports to the State agency.
- Inform participants of available supportive services.
- Ensure compliance with federal and state nondiscrimination, SNAP E&T, and data reporting requirements.
- Direct Service Expectation: Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.

Level of Effort

Job Search Training is not intended to be a long-term activity. The duration of JST is limited to a maximum of 16 weeks. Participation is expected to include regular structured activities such as workshops, applications, and supervised training sessions. Attendance must be documented and tied to progress toward employability.

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

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

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

Participants must meet the following requirements to participate in JST:

- Be age 16 or older and receiving SNAP benefits.
- Be referred through OK SNAP Works.
- Be willing and able to participate in structured job readiness activities, including workshops, job applications, and supervised training sessions.
- Demonstrate readiness to benefit by showing willingness to learn job search techniques, improve workplace skills, and actively pursue job opportunities.
- Be available to attend scheduled activities and meet with program staff for supervision, guidance, and progress checks.

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
Dewey County	Payne County	Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	Woodward County
Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

600

Estimated Annual Component Administrative Cost

\$1,212,433.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of SNAP E&T participants who participated in JST and entered unsubsidized employment.	Numerator will include total number of participants who were employed during or upon completion of JST and are in unsubsidized employment during the time frame of 10-01-2025 to 09-30-2026. Denominator will include total number of participants who participated in JST during the time frame of 10-01-2025 to 09-30-2026.

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

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

Supervised Job Search (SJS) is a non-work component offered by State-approved E&T providers. Supervised Job Search activities helps participants obtain suitable employment through effective job search techniques, resume building, practicing interviewing questions, completing employment applications, and more. State-approved guidelines for any OK SNAP Works SJS component include: a qualified staff member present and available for participants, and the participant's completed activities be tracked and reported monthly.

Participant activities will be logged daily (either electronically or manually), and participants must have the provider overseeing the component validate its accuracy by entry of case notes or other mediums. SJS tracking information must include the following: name of participant, the time spent in the component, and the activities completed by each participant during the component. When offered virtually, a trained staff member will be present to monitor, guide, and track participant activities. Our locations are based, and approved, on the location of our contractual partners that meet the SJS guidelines.

The level of effort required for this component varies by provider. ABAWD's can only participate in SJS for less than half their 20 hour/week, 80 hour per month, requirement. ABAWDs' will be informed that to be in compliance with their work requirement, they will need to unpaid work.

Supervised job search activities must have a direct link to increasing the employment opportunities of individuals engaged in the activity. If a reasonable period of supervised job search does not result in employment, placing the individual in a training or education component to improve job skills will likely be more productive.

Supervised Job Search (SJS) providers will:

- Accept only SNAP E&T participants referred by the State agency.
- Provide on-site or virtual supervision by qualified staff during scheduled SJS sessions.
- Ensure SJS activities are directly tied to employability (job applications, resumes, interviews).
- Maintain accurate records of participant activities, hours, and outcomes.
- Submit attendance and activity reports monthly to the State agency.
- Comply with all federal and state nondiscrimination, SNAP E&T, and data reporting requirements.
- Direct Service Expectation: Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.
- Inform participants of supportive services and allowable reimbursements.

Level of Effort

Supervised Job Search is a short-term activity with a maximum duration of 16 weeks. Participants are expected to engage regularly in structured job search activities under staff supervision.

Describe the direct path to employment.

Each organization facilitating SJS activities offers support services to aid participants in pursuing and securing appropriate employment opportunities. These services encompass, but are not restricted to, a) practicing interview questions, b) conducting mock interviews, c) assisting with job applications, d) imparting effective job search strategies, and e) updating resumes. Prior to commencing any component, providers conduct assessments to gauge participants' skills and identify potential barriers to success. Furthermore, they furnish supportive, community-oriented services and make referrals to enhance participant achievement. OK

SNAP Works providers have forged partnerships with local companies, collaborating to fulfill employment needs and support workforce development.

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

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

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

Participants must meet the following requirements to participate in Supervised Job Search:

- Be 16 years or older and receiving SNAP benefits.
- Be referred through OK SNAP Works.
- Demonstrate readiness and ability to benefit, including willingness to actively apply for jobs and complete assigned tasks.
- Commit to regular supervision, including check-ins with a case manager and participation in workshops or job search activities.
- Possess basic literacy or digital literacy sufficient to complete job applications and related activities (reasonable accommodations available).

Commitment to Supervised Job Search: Individuals must be willing to participate in a supervised job search program, which typically involves actively seeking employment with the guidance and support of program staff.

Compliance with Program Requirements: Participants are expected to adhere to the requirements and guidelines set forth by the SNAP E&T program, including attending scheduled appointments, completing assigned tasks, and actively engaging in job search activities.

Ability to Benefit: Participants should demonstrate a readiness and ability to benefit from the supervised job search program, including a willingness to learn job search techniques, improve employment skills, and actively pursue suitable job opportunities.

Availability for Supervision: Participants must be available for regular supervision and support from program staff, which may include attending meetings, workshops, or training sessions designed to enhance job search skills and employability.

Overall, the criteria for participation in supervised job search within the SNAP E&T program aim to

support SNAP recipients in gaining employment and achieving self-sufficiency by providing structured guidance and resources for job search and career development.

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input checked="" type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input checked="" type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
Dewey County	<input type="checkbox"/> Payne County	Washita County
<input checked="" type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	Woodward County
Major County	<input type="checkbox"/> Pontotoc County	
<input checked="" type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

683

Estimated Annual Component Administrative Cost

\$3,254,720.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of SNAP E&T participants who participated SJS and entered unsubsidized employment.	<p>Numerator will include total number of participants who completed SJS and are in unsubsidized employment during the time frame of 10-01-2025 to 09-30-2026.</p> <p>Denominator will include total number of participants that participated in SJS during the time frame of 10-01-2025 to 09-30-2026.</p>

EDUCATIONAL COMPONENT: BASIC / FOUNDATIONAL SKILLS INSTRUCTION

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

Basic/Foundational Skills Instruction is an educational component that provides a wide variety of activities designed to improve the fundamental skills and job prospects of SNAP participants. These activities focus on enhancing reading, writing, and English language abilities, as well as proficiency in mathematics and other essential tasks needed to earn a secondary school diploma or its equivalent.

Programs cover Adult Basic Education (ABE), basic literacy classes, preparation for high school equivalency exams like HiSET or GED, and integrated English as a Second Language (ESL) instruction. Standalone ESL services are reported separately under the EPEL component, while integrated ESL instruction may be included here when combined with literacy or ABE coursework. Additionally, participants may access other post-secondary education opportunities to further their learning and career goals.

Level of Effort

Participants may engage in Basic/Foundational Skills Instruction for up to 120 hours per month, with a maximum duration of 18 months. The actual hours per week/month may vary depending on provider capacity and participant need, but programs are designed to provide structured, consistent instruction that builds literacy, numeracy, and other foundational skills.

Basic/Foundational Skills providers will:

- Accept only SNAP E&T participants referred by the State agency.
- Conduct an initial assessment of literacy, numeracy, and/or English language skills to guide placement.
- Deliver structured, curriculum-based instruction (e.g., ABE, literacy, integrated ESL, GED/HiSET preparation).
- Ensure that no participant exceeds 18 months of Basic/Foundational Skills Instruction.
- Maintain attendance records and submit monthly reports on participant progress to the State agency.
- Comply with federal and state nondiscrimination, SNAP E&T, and data reporting requirements.
- Direct Service Expectation: Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.
- Inform participants of supportive services and allowable reimbursements.

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

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

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

Participants must demonstrate a need to improve their literacy, numeracy, English language skills, or high school equivalency preparation. Specifically:

- Individuals without a high school diploma or GED.
- Participants identified through case management assessment as having basic skills gaps in reading, writing, or math.
- Participants with limited English proficiency who require ESL services.
- Participants who would benefit from adult basic education (ABE) to strengthen employability or prepare for further training.

Case managers will use standardized assessments (e.g., TABE, CASAS, or comparable literacy/numeracy tools) or educational history to determine placement in this component.

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input checked="" type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input checked="" type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
Dewey County	<input type="checkbox"/> Payne County	Washita County
<input checked="" type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	Woodward County
Major County	<input type="checkbox"/> Pontotoc County	
<input checked="" type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

389

Estimated Annual Component Administrative Cost

\$1,354,567.00

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

To adhere to Federal cost principles, the State refrains from using funding for State/local general costs, including public education.

OK SNAP Works has established controls to ensure non-supplanting, including:

- Communication of rules during provider onboarding regarding the use of SNAP E&T funds, both in written and verbal form.
- Providing providers with the FNS Employment and Training Toolkit, which outlines specific rules regarding charges for the E&T education component.
- The OK SNAP Works Provider Handbook states that Federal E&T funds allocated for activities within the education component must not replace non-Federal funds for existing educational services and activities.
- OK SNAP Works also requests a list of non-Federal funding sources from potential providers and conducts reviews during provider Management Evaluations (MEs) to verify that costs attributed to OK SNAP Works do not result in supplanting.

- The State ensures that costs attributed to the E&T program do not supplant funds used for other existing education programs.

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.

SNAP E&T providers are required to ensure that fees charged to SNAP E&T clients are identical to those charged to individuals not participating in SNAP E&T. This includes documenting in the client's case file that the amount billed to E&T clients matches the amount charged to non-SNAP E&T clients. Controls implemented by OK SNAP Works to guarantee cost parity involve comprehensive communication during provider onboarding regarding the utilization of SNAP E&T funds. Providers receive an FNS Employment and Training Toolkit containing specific guidelines for the E&T education component. During annual provider Management Evaluations (MEs), OK SNAP Works staff review tuition receipts to verify the amounts charged to SNAP E&T clients. They also examine provider course catalogs to confirm that tuition charged to non-E&T participants is equivalent to that charged to SNAP E&T clients. OK SNAP Works protocol ensures that E&T clients are not charged more than the general public for the same service. The OK SNAP Works Provider Handbook specifies, "If any of the educational services or activities are available to persons other than E&T participants, the costs charged to E&T must not exceed the costs charged for non-E&T participants." Providers furnish funding proof for participants through billing statements for both SNAP E&T participants and non-participants, which are then compared to the costs invoiced by the provider.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The percentage and number of program participants who obtained a high school diploma equivalent credential (GED, HiSET, etc.) or increased skill measured by a test or assessment.	<p>Numerator will include total number of participants who earned a high school equivalency certificate after completing EPB during the time frame of 10-01-2025 to 09-30-2026.</p> <p>Denominator will include total number of participants who participated in EPB during the time frame 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.

Career/Technical Education Programs or Other Vocational Training provide SNAP E&T participants with academic and technical knowledge and skills needed to prepare for employment in in-demand industries. These programs are designed to lead directly to industry-recognized certificates, licenses, or occupational credentials that improve employability and support career advancement. Programs are offered through postsecondary institutions, workforce partners, and other training providers, and may include certifications such as forklift operation, Microsoft Office applications (Excel, PowerPoint, Word), CompTIA ITF+/A+/Network+/Security+, EMT certification, healthcare administration, Certified Nurse Aide license, phlebotomy, paramedic license, cosmetology, automotive technician, construction technology, machinist, paint and refinish technician, and other industry-recognized credentials. Level of Effort: Participants may engage in Career/Technical Education or Vocational Training for up to 120 hours per month, with participation limited to 24 months up to 24 months, unless otherwise required by an accredited program leading to a recognized credential or license. The actual duration will vary depending on the specific credential being pursued, but all programs are time-limited, structured, and directly tied to employment outcomes.

Level of Effort.

The level of effort varies by credential pursued. Standard participation is designed to align with the training provider's academic calendar, typically ranging from 20–40 hours per week for a semester, certification cycle, or training block. However, providers may also allow flexible or part-time schedules when appropriate to support participant success, provided that the expected time commitment and duration are clearly documented. In all cases, participation is capped at the standard length of the program and does not exceed the time required to earn the credential.

Career/Technical Education and Vocational Training providers will:

- Accept only SNAP E&T participants referred by the State agency.
- Ensure training leads to an industry-recognized certificate, license, or credential aligned with labor market demand.
- Provide a structured curriculum that includes both technical instruction and hands-on or applied learning where applicable.
- Maintain attendance, progress, and completion records, and submit reports monthly to the State agency.
- Limit participation to no more than 24 months per participant, unless otherwise required by an accredited program leading to a recognized credential or license.
- Inform participants of supportive services available to facilitate participation.
- Comply with all federal and state nondiscrimination, SNAP E&T, and data reporting requirements.
- Direct Service Expectation: Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.

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

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

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

Participants must demonstrate:

- Basic reading, math, and computer skills sufficient to benefit from training.
- A commitment to program completion.
- An interest in pursuing a credential aligned to employer or industry demand.
- Willingness to engage in training supported by available SNAP E&T supportive services and allowable reimbursements.

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
Dewey County	Payne County	Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	Woodward County
Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

451

Estimated Annual Component Administrative Cost

\$1,058,404.00

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

To adhere to Federal cost principles, the State refrains from using funding for State/local general costs, including public education.

OK SNAP Works has established controls to ensure non-supplanting, including:

- Communication of rules during provider onboarding regarding the use of SNAP E&T funds, both in written and verbal form.
- Providing providers with the FNS Employment and Training Toolkit, which outlines specific rules regarding charges for the E&T education component.
- education component must not replace non-Federal funds for existing educational services and activities.
- OK SNAP Works also requests a list of non-Federal funding sources from potential providers and conducts reviews during provider Management Evaluations (MEs) to verify that costs attributed to OK SNAP Works do not result in supplanting.
- The State ensures that costs attributed to the E&T program do not supplant funds used for other existing education programs.

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.

SNAP E&T providers are required to ensure that fees charged to SNAP E&T clients are identical to those charged to individuals not participating in SNAP E&T. This includes documenting in the client's case file that the amount billed to E&T clients matches the amount charged to non-SNAP E&T clients. Controls implemented by OK SNAP Works to guarantee cost parity involve comprehensive communication during provider onboarding regarding the utilization of SNAP E&T funds. Providers receive an FNS Employment and Training Toolkit containing specific guidelines for the E&T education component. During annual provider Management Evaluations (MEs), OK SNAP Works staff review tuition receipts to verify the amounts charged to SNAP E&T clients. They also examine provider course catalogs to confirm that tuition charged to non-E&T participants is equivalent to that charged to SNAP E&T clients. OK SNAP Works protocol ensures that E&T clients are not charged more than the general public for the same service. The OK SNAP Works Provider Handbook specifies, "If any of the educational services or activities are available to persons other than E&T participants, the costs charged to E&T must not exceed the costs charged for non-E&T participants." Providers furnish funding proof for participants through billing statements for both SNAP E&T participants and non-participants, which are then compared to the costs invoiced by the provider.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number of participants who successfully complete Career/Technical Education or Vocational Training and earn an industry-recognized certification or credential during the reporting period.	Numerator: Number of participants who successfully completed a Career/Technical Education or Vocational Training program and earned an industry-recognized certificate, license, or credential during the reporting period (10/01/2025 – 09/30/2026). Denominator: Number of participants who enrolled in a Career/Technical Education or Vocational Training program during the reporting period (10/01/2025 – 09/30/2026).

EDUCATIONAL COMPONENT: ENGLISH LANGUAGE ACQUISITION

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

English Language Acquisition provides structured instruction for SNAP E&T participants who are non-native English speakers. Services focus on improving reading, writing, listening, and speaking skills necessary for employment and career advancement. Instruction may include classroom-based learning, tutoring, and computer-assisted language programs.

Level of Effort: Participants may engage in English Language Acquisition for up to 120 hours per month, with participation limited to a maximum of 24 months. The actual duration will depend on participant need, provider capacity, and measurable progress, but all instruction is structured, time-limited, and aligned with employment outcomes.

All English Language Acquisition providers must:

- Accept only SNAP E&T participants referred by the State agency.
- Conduct an initial assessment of English proficiency to guide placement (e.g., reading, writing, listening, and speaking levels).
- Deliver structured instruction through curriculum-based or computer-assisted programs tied to improving employability.
- Maintain attendance, participation, and progress records, and submit monthly reports to the State agency.
- Limit participation to no more than 24 months per participant unless otherwise approved by the State agency.
- Inform participants of available supportive services to facilitate attendance and completion.
- Comply with all federal and state nondiscrimination, SNAP E&T, and reporting requirements.
- Direct Service Expectation: Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.

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

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

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

Participants must:

- Demonstrate a need to improve English reading, writing, listening, or speaking skills (as identified through initial assessments or case manager screening).
- Be non-native English speakers whose language skills present a barrier to employment or further training.
- Commit to active participation, including regular attendance and engagement in classroom or online instruction.

Level of Effort

Participants may engage in English Language Acquisition for up to 120 hours per month, with flexible scheduling (day, evening, or online options) to accommodate employment and family responsibilities. The actual number of hours will vary based on individual learning plans and progress.

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
Dewey County	<input type="checkbox"/> Payne County	Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	Woodward County
Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

20

Estimated Annual Component Administrative Cost

\$52,000.00

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

To adhere to Federal cost principles, the State refrains from using funding for State/local general costs, including public education.

OK SNAP Works has established controls to ensure non-supplanting, including:

- Communication of rules during provider onboarding regarding the use of SNAP E&T funds, both in written and verbal form.
- Providing providers with the FNS Employment and Training Toolkit, which outlines specific rules regarding charges for the E&T education component.
- education component must not replace non-Federal funds for existing educational services and activities.
- OK SNAP Works also requests a list of non-Federal funding sources from potential providers and conducts reviews during provider Management Evaluations (MEs) to verify that costs attributed to OK SNAP Works do not result in supplanting.
- The State ensures that costs attributed to the E&T program do not supplant funds used for other existing education programs.

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.

To adhere to Federal cost principles, the State refrains from using funding for State/local general costs, including public education.

OK SNAP Works has established controls to ensure non-supplanting, including:

- Communication of rules during provider onboarding regarding the use of SNAP E&T funds, both in written and verbal form.
- Providing providers with the FNS Employment and Training Toolkit, which outlines specific rules regarding charges for the E&T education component.
- education component must not replace non-Federal funds for existing educational services and activities.
- OK SNAP Works also requests a list of non-Federal funding sources from potential providers and conducts reviews during provider Management Evaluations (MEs) to verify that costs attributed to OK SNAP Works do not result in supplanting.
- The State ensures that costs attributed to the E&T program do not supplant funds used for other existing education programs.

EDUCATIONAL COMPONENT: WORK READINESS TRAINING

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

Work Readiness Training (EPWRT) is a structured, short-term component that prepares individuals for employment by building both cognitive and soft skills. Participants receive training in workplace wellness, relapse prevention, digital literacy, financial literacy, communication, and employment readiness. Instruction covers reading comprehension, applied mathematics, problem-solving, and critical thinking, along with adaptability, integrity, teamwork, time management, and conflict resolution. Relapse prevention and wellness discussions may be included as employability skill-building, but they must remain secondary to other work readiness content. Direct treatment services (such as counseling, therapy, or rehabilitation) are not allowable or billable to SNAP E&T. Participants identified as needing clinical services will be referred to appropriate licensed providers, in line with SNAP E&T guidance.

By addressing both cognitive and non-cognitive skills, the program equips participants to navigate the workplace environment, maintain steady employment, and achieve self-sufficiency.

Level of Effort: Participants may engage in Work Readiness Training for up to 120 hours per month, with participation limited to a maximum of 6 months. The actual duration may vary depending on participant needs and provider capacity, but all training is structured, short-term, and designed to prepare participants for employment or additional SNAP E&T components.

All Work Readiness Training providers must:

- Accept only SNAP E&T participants referred by the State agency.
- Conduct an initial skills and barriers assessment to guide individualized training plans.
- Provide structured instruction addressing workplace and soft skills, including relapse prevention and wellness discussions where appropriate.
- Maintain attendance and progress records, and submit monthly reports to the State agency.
- Limit participation to no more than 6 months per participant.
- Inform participants of supportive services available to facilitate participation.
- **Direct Service Expectation:** Work Readiness Training providers are expected to directly deliver the majority of services outlined in their work plan. Providers may not primarily function as intermediaries by subcontracting or referring out most services.
- Comply with all federal and state nondiscrimination, SNAP E&T, and reporting requirements.
- **Direct Service Expectation:** Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.

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

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

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

Participants must:

- Be SNAP recipients assessed by a case manager as needing support in developing workplace readiness skills such as communication, teamwork, problem solving, and professionalism.
- Be at least 16 years of age and have a high school diploma/equivalent or be concurrently enrolled in Basic/Foundational Skills instruction if lacking one.
- Commit to active engagement, including attending scheduled workshops, mock interviews, and coaching sessions.
- Demonstrate a willingness to learn and apply skills in simulated or real-world work settings.

Level of Effort

Participants may engage in Work Readiness Training for up to 120 hours per month, with a maximum duration of six months. Training may be delivered through group workshops, one-on-one coaching, or hybrid formats. Flexible scheduling (day, evening, weekend, or online) will be offered to accommodate employment, education, or caregiving responsibilities.

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input checked="" type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	Nowata County	<input checked="" type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input checked="" type="checkbox"/> Okmulgee County	<input checked="" type="checkbox"/> Tulsa County
<input checked="" type="checkbox"/> Creek County	<input checked="" type="checkbox"/> Osage County	<input checked="" type="checkbox"/> Wagoner County
Custer County	<input checked="" type="checkbox"/> Pawnee County	<input checked="" type="checkbox"/> Washington County
Dewey County	Payne County	Washita County
<input type="checkbox"/> Jackson County	<input checked="" type="checkbox"/> Pittsburg County	Woodward County
Major County	<input checked="" type="checkbox"/> Pontotoc County	
<input checked="" type="checkbox"/> McIntosh County	<input checked="" type="checkbox"/> Pottawatomie County	

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

273

Estimated Annual Component Administrative Cost

\$1,275,275.00

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

OK SNAP Works has established controls to ensure non-supplanting, including:

- Communication of rules during provider onboarding regarding the use of SNAP E&T funds, both in written and verbal form.
- Providing providers with the FNS Employment and Training Toolkit, which outlines specific rules regarding charges for the E&T education component.
- The OK SNAP Works Provider Handbook states that Federal E&T funds allocated for activities within the education component must not replace non-Federal funds for existing educational services and activities.
- OK SNAP Works also requests a list of non-Federal funding sources from potential providers and conducts reviews during provider Management Evaluations (MEs) to verify that costs attributed to OK SNAP Works do not result in supplanting.
- The State ensures that costs attributed to the E&T program do not supplant funds used for other existing education programs.

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.

SNAP E&T providers are required to ensure that fees charged to SNAP E&T clients are identical to those charged to individuals not participating in SNAP E&T. This includes documenting in the client's case file that the amount billed to E&T clients matches the amount charged to non-SNAP E&T clients. Controls implemented by OK SNAP Works to guarantee cost parity involve comprehensive communication during provider onboarding regarding the utilization of SNAP E&T funds. Providers receive an FNS Employment and Training Toolkit containing specific guidelines for the E&T education component. During annual provider Management Evaluations (MEs), OK SNAP Works staff review tuition receipts to verify the amounts charged to SNAP E&T clients. They also examine provider course catalogs to confirm that tuition charged to non-E&T participants is equivalent to that charged to SNAP E&T clients. OK SNAP Works protocol ensures that E&T clients are not charged more than the general public for the same service. The OK SNAP Works Provider Handbook specifies, "If any of the educational services or activities are available to persons other than E&T participants, the costs charged to E&T must not exceed the costs charged for non-E&T participants." Providers furnish funding proof for participants through billing statements for both SNAP E&T participants and non-participants, which are then compared to the costs invoiced by the provider.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of program participants who received EPWRT and are in unsubsidized employment.	<p>Numerator will include total number of participants who received EPWRT and are in unsubsidized employment during the time frame of 10-01-2025 to 09-30-2026.</p> <p>Denominator will include total number of participants who participated in EPWRT during the time frame of 10-01-2025 to 09-30-2026.</p>

WORK EXPERIENCE COMPONENT: INTERNSHIP

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

This component offers participants hands-on, experiential learning opportunities across multiple industries such as agriculture, culinary arts, skilled trades, sanitation, and grocery services. Training is provided through internships and structured programs that blend classroom instruction with practical, real-world tasks. Activities are designed to build technical skills, workplace readiness, and industry-recognized certifications. Participants engage in small-group and individual instruction, team-based projects, and work simulation exercises to reinforce professional development. The component supports both youth and adults and emphasizes career exploration, soft skills, and job preparation, with a focus on progressing toward unsubsidized employment. Case management staff offer wraparound support and reinforce training goals throughout participation.

All Internship providers must:

- Accept only SNAP E&T participants referred by the State agency.
- Offer structured, supervised work-based learning aligned with industry standards and participant employment goals.
- Ensure internships are time-limited and designed to build technical skills, workplace readiness, and career exploration, not to displace regular employees.
- Provide clear learning objectives, training plans, and supervision for each participant.
- Track attendance, hours worked, and progress, and submit monthly reports to the State agency.
- Limit participation to a maximum of 6 months per participant, unless otherwise approved by the State agency based on training requirements.
- Inform participants of supportive services available to facilitate participation.
- Comply with all federal and state labor laws, nondiscrimination rules, SNAP E&T, and reporting requirements.
- Direct Service Expectation: Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.

Level of Effort

Internships are expected to average 20–40 hours per week, depending on provider capacity and participant need. Participation is capped at a maximum of 6 months, with extensions considered only if justified by credentialing or industry training requirements approved by the State agency.

Is this component subsidized by SNAP E&T?

- Subsidized
- Unsubsidized
- Both subsidized and unsubsidized

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

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

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

Participants must meet the following requirements to engage in internships:

- Be an active SNAP recipient referred by the State agency.
- Demonstrate readiness for a work-based learning environment, including the ability to follow workplace rules and schedules.
- Express interest in career exploration or skill-building aligned with employment goals.
- Commit to attendance, active participation, and completion of the training plan established with the provider.

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
Dewey County	<input type="checkbox"/> Payne County	Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	Woodward County
Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

70

Estimated Annual Component Administrative Cost

\$1,028,977.00

WORK EXPERIENCE COMPONENT: ON-THE-JOB TRAINING

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

On-the-job training as defined under WIOA (20 CFR 680.700), is designed to facilitate meaningful interactions with industry and community professionals. Whenever possible, participants will engage with these professionals in real-world settings, providing them with firsthand exposure to tasks relevant to their chosen fields. Where direct engagement is not feasible, simulated environments will be utilized to offer a similar level of practical experience. This approach ensures that participants gain valuable insights and hands-on skills that are directly aligned with their curriculum and instruction.

The program covers a wide range of fields, including healthcare, retail, culinary arts, construction, landscaping, computer coding, and IT. In each of these areas, participants will have the opportunity to work on tasks that are integral to their future careers. For example, in the healthcare sector, participants may assist in laboratory settings, learning the intricacies of medical testing and diagnostics. In culinary arts, they might work in professional kitchens, honing their cooking techniques and understanding kitchen management. Construction and landscaping participants will gain experience with hands-on projects, from building structures to designing and maintaining outdoor spaces. In the fields of computer coding and IT, participants will tackle real-world problems, developing software solutions or managing IT systems.

To support their educational goals, participants will receive in-person or virtual tutoring tailored to their individual needs. This tutoring will cover both academic subjects and practical skills, ensuring that participants are well-prepared for their future careers. The comprehensive support system is designed to help participants achieve educational milestones while simultaneously training for their chosen professions.

Incorporating on-the-job training as defined under WIOA (20 CFR 680.700), upon successful completion of the training, it is anticipated that the employers involved in the program will retain the participants as employees. This expectation is based on the practical experience and industry-specific skills that participants will have acquired during the training. The goal is to create a seamless transition from training to employment, with participants being fully prepared to meet the demands of their new roles. This approach not only benefits the participants but also provides employers with well-trained, ready-to-work individuals who are familiar with the industry standards and expectations.

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

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

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

- Be referred through OK SNAP Works and determined suitable for OJT by a case manager.
- Meet the employer's minimum hiring requirements (e.g., background checks, drug testing, workplace safety standards).
- Demonstrate ability to benefit, including willingness to learn job tasks, follow instructions, and maintain attendance.
- Commit to the full training schedule, generally 20–40 hours per week.
- Participate in structured training activities tied to specific occupational skills outlined in the OJT agreement.
- Remain engaged with program staff and employer supervisors for check-ins, evaluations, and verification of skills gained.
- Use supportive services responsibly (e.g., transportation, uniforms, equipment) to sustain participation.

Level of Effort

OJT placements under SNAP E&T are time-limited and must be consistent with WIOA (20 CFR 680.700) standards. Placements are typically designed for up to 6 months, depending on the occupation and skills to be acquired. Training generally requires 20–40 hours per week, mirroring regular employment expectations.

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input checked="" type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

115

Estimated Annual Component Administrative Cost

\$299,798.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of SNAP E&T participants who obtained unsubsidized employment during or after participation in WBLOJT, and the number and percentage who retained unsubsidized employment for at least 90 days.	<p>Numerator (Obtained): Total number of participants who entered unsubsidized employment during or within 30 days of completing OJT between 10/01/2025 – 09/30/2026.</p> <p>Numerator (Retained): Total number of participants from the “obtained” group who remained in unsubsidized employment for at least 90 days.</p> <p>Denominator: Total number of participants who participated in OJT between 10/01/2025 – 09/30/2026.</p>

WORK EXPERIENCE COMPONENT: TRANSITIONAL JOBS

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

The Transitional Jobs component offers time-limited, wage-paid work experiences to help SNAP E&T participants overcome barriers to employment, build job skills, and develop a reliable work history. Positions may be subsidized or unsubsidized, depending on program structure and funding. Participants work in real-world settings such as food services, customer service, clerical support, or digital literacy and workplace skills. Placements are designed to provide participants with practical work experience, skill development, and professional references to support their transition into unsubsidized employment. All placements are supported by case management and may be paired with supportive services such as transportation or uniforms to ensure participation and success.

Level of Effort:

Participants may engage in Transitional Jobs for up to 40 hours per week, with placements limited to a maximum of 6 months. Duration may vary based on participant needs and provider capacity but must remain short-term and focused on building skills that lead to unsubsidized employment.

All Transitional Jobs providers must:

- Be contracted by the State agency to deliver Transitional Jobs.
- Provide structured, time-limited, wage-paid work experiences aligned with employer and labor market needs.
- Ensure placements are designed to build transferable skills that support progression into unsubsidized employment.
- Submit attendance, progress, and outcome reports monthly to the State agency.
- Direct Service Expectation: Providers must directly deliver the majority of services and may not primarily function as intermediaries by subcontracting or referring out most services.
- Comply with all federal and state SNAP E&T, nondiscrimination, and reporting requirements.
- Direct Service Expectation: Contracted providers or their approved subcontractors are expected to do the work themselves and directly deliver the majority of services. Providers acting only as pass-throughs are not consistent with the intent of SNAP E&T, unless otherwise approved by the State Agency in the provider's work plan and/or contract.

Is this component subsidized by SNAP E&T?

Subsidized

Unsubsidized

Both subsidized and unsubsidized

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

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

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

Participants must:

- Be referred by the State agency to the Transitional Jobs program.
- Demonstrate readiness and willingness to engage in work experience and pursue unsubsidized employment.
- Commit to program participation for no more than 9 months.
- Meet any employer-specific requirements for the Transitional Jobs placement (e.g., background check, drug testing, or basic skills prerequisites).

Indicate the geographic areas where this component is offered.

<input type="checkbox"/> County Name	<input type="checkbox"/> County Name	<input type="checkbox"/> County Name
Beckham County	<input type="checkbox"/> Muskogee County	Roger Mills County
Blaine County	Nowata County	<input type="checkbox"/> Rogers County
<input checked="" type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
Cleveland County	<input type="checkbox"/> Okmulgee County	<input checked="" type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
Dewey County	Payne County	Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	Woodward County
Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie County	

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

755

Of the total projected annual participation, how many participants are anticipated to receive wages subsidized by E&T?

725

Estimated Annual Component Administrative Cost

\$3,843,054.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)	Subsidized by E&T?
The number and percentage of program participants who completed a subsidized Transitional Jobs placement and entered unsubsidized employment during the reporting period.	<p>Numerator: Number of participants who completed a subsidized Transitional Jobs placement and secured unsubsidized employment between 10/01/2025 – 09/30/2026.</p> <p>Denominator: Number of participants who participated in a subsidized Transitional Jobs placement during the reporting period.</p>	Yes
The number and percentage of program participants who completed an unsubsidized Transitional Jobs placement and retained unsubsidized employment during the reporting period.	<p>Numerator: Number of participants who completed an unsubsidized Transitional Jobs placement and retained unsubsidized employment between 10/01/2025 – 09/30/2026.</p> <p>Denominator: Number of participants who participated in an unsubsidized Transitional Jobs placement during the reporting period.</p>	No

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
17	4,036	\$15,932,924.00	\$1,404,488.00	\$17,337,412.00

CONTRACTOR: CBM DRIVING ACADEMY

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input checked="" type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input checked="" type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

55

Are participant reimbursements provided by the Contractor?

Yes

No

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

\$155,000.00

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

\$100,000.00

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

\$90,000.00

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

Yes

No

CONTRACTOR: CENTER FOR EMPLOYMENT OPPORTUNITIES

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input checked="" type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

1,334

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$429,531.00

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

\$100,605.00

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

\$6,984,669.00

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

- Yes
- No

SUBCONTRACTOR: 1ST STEP

INTERMEDIARY: CENTER FOR EMPLOYMENT OPPORTUNITIES

Which E&T Services are offered by this subcontractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

15

Are participant reimbursements provided? If so, how are they provided?

- Yes, by the intermediary
- Yes, by the subcontractor
- No

SUBCONTRACTOR: JUST THE BEGINNING

INTERMEDIARY: CENTER FOR EMPLOYMENT OPPORTUNITIES

Which E&T Services are offered by this subcontractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

21

Are participant reimbursements provided? If so, how are they provided?

- Yes, by the intermediary
- Yes, by the subcontractor
- No

SUBCONTRACTOR: MUDDY PAWS

INTERMEDIARY: CENTER FOR EMPLOYMENT OPPORTUNITIES

Which E&T Services are offered by this subcontractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

30

Are participant reimbursements provided? If so, how are they provided?

- Yes, by the intermediary
- Yes, by the subcontractor
- No

SUBCONTRACTOR: RESONANCE

INTERMEDIARY: CENTER FOR EMPLOYMENT OPPORTUNITIES

Which E&T Services are offered by this subcontractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

13

Are participant reimbursements provided? If so, how are they provided?

- Yes, by the intermediary
- Yes, by the subcontractor
- No

CONTRACTOR: FAMILY CHILDREN AND SERVICES

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input checked="" type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input checked="" type="checkbox"/> Okmulgee County	<input checked="" type="checkbox"/> Tulsa County
<input checked="" type="checkbox"/> Creek County	<input checked="" type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input checked="" type="checkbox"/> Pawnee County	<input checked="" type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input checked="" type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

215

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$64,400.00

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)

\$1,550,742.00

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

Yes

No

CONTRACTOR: GOODWILL TULSA

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input checked="" type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

546

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$237,000.00

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)

\$101,200.00

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

Yes

No

CONTRACTOR: MADISON STRATEGIES GROUP

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input checked="" type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

394

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$185,257.00

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)

\$686,970.00

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

Yes

No

CONTRACTOR: OPPORTUNITIES INDUSTRIALIZATION CENTER

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

200

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$20,000.00

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)

\$536,000.00

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

Yes

No

CONTRACTOR: PUBLIC STRATEGIES

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input checked="" type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
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<input type="checkbox"/> Jackson County	<input checked="" type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input checked="" type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

177

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$87,000.00

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

\$100,000.00

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

\$51,469.00

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

Yes

No

CONTRACTOR: PUBLIC STRATEGIES

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)

\$650,000.00

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: REMERGE

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

70

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$57,500.00

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

\$100,000.00

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

\$707,238.00

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

- Yes
- No

CONTRACTOR: RESTORE

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
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<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

215

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$5,000.00

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

\$100,000.00

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

\$1,923,299.00

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

Yes

No

CONTRACTOR: SIDEXSIDE

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input checked="" type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
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<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

60

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)

\$609,352.00

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

- Yes
- No

CONTRACTOR: TEEM

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
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<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input type="checkbox"/> Washington County
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<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input checked="" type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

705

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$28,300.00

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)

\$1,470,264.00

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

Yes

No

CONTRACTOR: TRI COUNTY

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

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

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"/> Beckham County	<input type="checkbox"/> Muskogee County	<input type="checkbox"/> Roger Mills County
<input type="checkbox"/> Blaine County	<input checked="" type="checkbox"/> Nowata County	<input type="checkbox"/> Rogers County
<input type="checkbox"/> Canadian County	<input type="checkbox"/> Oklahoma County	<input type="checkbox"/> Stephens County
<input type="checkbox"/> Cleveland County	<input type="checkbox"/> Okmulgee County	<input type="checkbox"/> Tulsa County
<input type="checkbox"/> Creek County	<input checked="" type="checkbox"/> Osage County	<input type="checkbox"/> Wagoner County
<input type="checkbox"/> Custer County	<input type="checkbox"/> Pawnee County	<input checked="" type="checkbox"/> Washington County
<input type="checkbox"/> Dewey County	<input type="checkbox"/> Payne County	<input type="checkbox"/> Washita County
<input type="checkbox"/> Jackson County	<input type="checkbox"/> Pittsburg County	<input type="checkbox"/> Woodward County
<input type="checkbox"/> Major County	<input type="checkbox"/> Pontotoc County	
<input type="checkbox"/> McIntosh County	<input type="checkbox"/> Pottawatomie 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
- English Language Acquisition
- Job Retention
- Job Search Training
- SWBL - Transitional Jobs
- Supervised Job Search
- WBL - Internship
- WBL - On-the-job Training
- WBL - Transitional Jobs
- Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

65

Are participant reimbursements provided by the Contractor?

- Yes
- No

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

\$135,500.00

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)

\$71,116.00

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.

WBL ACTIVITY: CENTER FOR EMPLOYMENT OPPORTUNITIES

PROVIDER: CENTER FOR EMPLOYMENT OPPORTUNITIES

COMPONENT: SWBL - TRANSITIONAL JOBS

What is the length of the activity?

- 1 month
- 2 months
- 3 months
- 4 months
- 5 months
- 6 months
- Greater than 6 months (limited exceptions)

What is the industry field of the activity?

- Construction
- Education
- Foodservice
- Healthcare service
- Landscape and Horticultural
- Leisure and Hospitality
- Manufacturing
- Retail services
- Transportation and Warehousing
- Other

What is the projected annual number of participants to participate?

725

What are the training objectives for the activity?

- Attainment of a Credential or Certificate
- Basic skill gains
- Industry skill gains

Will the participants interact with industry professionals in a real-world setting?

- Yes
- No

What is the source for the non-federal share of the SWBL activity?

private foundations

Were employers or industry sector representatives consulted in the design and training curriculum?

- Yes
- No

Does the provider use a curriculum that includes career-training objectives that the participant is expected to learn and be able to do by the completion of the training?

- Yes
- No

Are employers or industry professionals involved in the development and/or execution of the training element of the activity?

- Yes
- No

Are the training objectives provided to the participant?

- Yes, by the Provider
- Yes, by Employer of Record
- No

Is there a process for the provider/employer of record to give feedback to the participant on their progress toward meeting the training objective?

- Yes
- No

Provide a brief explanation that describes how the provider focuses on moving participants promptly into regular, unsubsidized employment.

When identifying employer partners, CEO prioritizes second chance employers whose workforce needs align with participant training. While not all site employers directly hire participants after SWBL, CEO ensures that the skills gained are transferable to in-demand industries, such as transportation logistics, manufacturing, and construction. CEO's Job Developers leverage labor market data, employer networks, and past participant placement data to connect graduates with unsubsidized employment opportunities beyond the worksite. Last year, over half of CEO's unsubsidized placements were in industries aligned with our SWBL curriculum, demonstrating that participants transition into regular employment even when host-site employers do not directly hire them.

Does the work site employer or other industry employer partners hire the majority of the activity graduates?

- Yes
- No
- N/A

Are participant reimbursements/support services provided to SNAP E&T participants for expenses that are reasonable, necessary and directly related to participating in the activity?

- Yes
- No

What is the hourly wage rate?

\$9.50

What percentage of wages will be subsidized by SNAP E&T?

100.00%

Indicate the total number of hours that an individual is expected to participate.

336

Indicate the SNAP E&T funding source to be used.

- 100% Admin Funds
- 50/50 Admin Funds

Will the WBL program cover other costs associated with wages, such as Workers Compensation or Payroll Taxes?

- Yes
- No

What is the total amount of Workers Compensation or Payroll Taxes that is covered or reimbursed by SNAP E&T?

\$187,523.00

What is the total amount of other administrative costs associated with the activity that is covered or reimbursed by SNAP E&T, such as additional case management hours?

\$2,424,068.00

Total Projected Wages to be Paid to Participants	Total Projected Subsidized Wages	Total Projected Wages Covered/Reimbursed by SNAP E&T	Total Cost of WBL Activity to be Covered/Reimbursed by SNAP E&T
\$2,314,200.00	\$2,314,200.00	\$1,157,100.00	\$3,768,691.00

WBL ACTIVITY: RESTORE

PROVIDER: RESTORE

COMPONENT: WBL - INTERNSHIP

What is the length of the activity?

- 1 month
- 2 months
- 3 months
- 4 months
- 5 months
- 6 months
- Greater than 6 months (limited exceptions)

What is the industry field of the activity?

- Construction
- Education
- Foodservice
- Healthcare service
- Landscape and Horticultural
- Leisure and Hospitality
- Manufacturing
- Retail services
- Transportation and Warehousing
- Other

Describe the "Other" industry field of the activity.

Farming

What is the projected annual number of participants to participate?

70

What are the training objectives for the activity?

- Attainment of a Credential or Certificate
- Basic skill gains
- Industry skill gains

Will the participants interact with industry professionals in a real-world setting?

- Yes
- No

Will participants receive wages subsidized by another program?

- Yes
- No

Were employers or industry sector representatives consulted in the design and training curriculum?

- Yes
- No

Does the provider use a curriculum that includes career-training objectives that the participant is expected to learn and be able to do by the completion of the training?

- Yes
- No

Are employers or industry professionals involved in the development and/or execution of the training element of the activity?

- Yes
- No

Are the training objectives provided to the participant?

- Yes, by the Provider
- Yes, by Employer of Record
- No

Is there a process for the provider/employer of record to give feedback to the participant on their progress toward meeting the training objective?

- Yes
- No

Provide a brief explanation that describes how the provider focuses on moving participants promptly into regular, unsubsidized employment.

Our Phased program addresses foundation issues (documentation, goal setting, basic skills, etc.) in Phase 1. In Phase 2 we begin to set more difficult goals as well as provide additional OTJ and classroom training. In Phase 3, employees are readied to leave RestoreOKC and find positions in pursuing further education (e.g. CFSI/OSU), additional training (e.g. Side by Side), or other employers. The participants are guided through this process by their supervisors and case managers in addition to the workforce development training team.

Does the work site employer or other industry employer partners hire the majority of the activity graduates?

- Yes
- No
- N/A

Are participant reimbursements/support services provided to SNAP E&T participants for expenses that are reasonable, necessary and directly related to participating in the activity?

- Yes
- No

WBL ACTIVITY: MADISON STRATEGIES GROUP

PROVIDER: MADISON STRATEGIES GROUP

COMPONENT: WBL - ON-THE-JOB TRAINING

What is the length of the activity?

- 1 month
- 2 months
- 3 months
- 4 months
- 5 months
- 6 months
- Greater than 6 months (limited exceptions)

What is the industry field of the activity?

- Construction
- Education
- Foodservice
- Healthcare service
- Landscape and Horticultural
- Leisure and Hospitality
- Manufacturing
- Retail services
- Transportation and Warehousing
- Other

What is the projected annual number of participants to participate?

75

What are the training objectives for the activity?

- Attainment of a Credential or Certificate
- Basic skill gains
- Industry skill gains

Will the participants interact with industry professionals in a real-world setting?

- Yes
- No

Does the activity include a simulated work environment that includes tasks required for a given career field?

- Yes
- No

Will participants receive wages subsidized by another program?

- Yes
- No

Were employers or industry sector representatives consulted in the design and training curriculum?

- Yes
- No

Does the provider use a curriculum that includes career-training objectives that the participant is expected to learn and be able to do by the completion of the training?

- Yes
- No

Are employers or industry professionals involved in the development and/or execution of the training element of the activity?

- Yes
- No

Are the training objectives provided to the participant?

- Yes, by the Provider
- Yes, by Employer of Record
- No

Is there a process for the provider/employer of record to give feedback to the participant on their progress toward meeting the training objective?

- Yes
- No

Provide a brief explanation that describes how the provider focuses on moving participants promptly into regular, unsubsidized employment.

Yes. Participant progress is monitored throughout training, with feedback provided jointly by the MSG Career Advisor and instructors from the training school. In addition, MSG staff deliver ongoing feedback during career coaching sessions and interview preparation, ensuring participants understand their progress, strengthen their skills, and remain on track to meet training objectives.

Does the work site employer or other industry employer partners hire the majority of the activity graduates?

- Yes
- No
- N/A

Are participant reimbursements/support services provided to SNAP E&T participants for expenses that are reasonable, necessary and directly related to participating in the activity?

- Yes
- No

WBL ACTIVITY: RESTORE

PROVIDER: RESTORE

COMPONENT: WBL - ON-THE-JOB TRAINING

What is the length of the activity?

- 1 month
- 2 months
- 3 months
- 4 months
- 5 months
- 6 months
- Greater than 6 months (limited exceptions)

What is the industry field of the activity?

- Construction
- Education
- Foodservice
- Healthcare service
- Landscape and Horticultural
- Leisure and Hospitality
- Manufacturing
- Retail services
- Transportation and Warehousing
- Other

What is the projected annual number of participants to participate?

What are the training objectives for the activity?

- Attainment of a Credential or Certificate
- Basic skill gains
- Industry skill gains

Will the participants interact with industry professionals in a real-world setting?

- Yes
- No

Will participants receive wages subsidized by another program?

- Yes
- No

What is the model for this activity?

- E&T Provider is employer of record and receives wage subsidy as employer
- E&T Provider is intermediary between State agency and 1 or more employers
- State agency contracts with both E&T Provider and employers

Who is the employer of record?

- State agency
- E&T Provider
- Worksite employer

Were employers or industry sector representatives consulted in the design and training curriculum?

- Yes
- No

Does the provider use a curriculum that includes career-training objectives that the participant is expected to learn and be able to do by the completion of the training?

- Yes
- No

Are employers or industry professionals involved in the development and/or execution of the training element of the activity?

- Yes
- No

Are the training objectives provided to the participant?

- Yes, by the Provider
- Yes, by Employer of Record
- No

Is there a process for the provider/employer of record to give feedback to the participant on their progress toward meeting the training objective?

- Yes
- No

Provide a brief explanation that describes how the provider focuses on moving participants promptly into regular, unsubsidized employment.

Our Phased program addresses foundation issues (documentation, goal setting, basic skills, etc.) in Phase 1. In Phase 2 we begin to set more difficult goals as well as provide additional OJT and classroom training. In Phase 3, employees are readied to leave RestoreOKC and find positions in pursuing further education (e.g. CFSI/OSU), additional training (e.g. Side by Side), or other employers. The participants are guided through this process by their supervisors and case managers in addition to the workforce development training team. The OJT component occurs in real world environments -- for example an actual grocery store, cafe, or commercial cleaning environment.

Does the work site employer or other industry employer partners hire the majority of the activity graduates?

- Yes
- No
- N/A

Are participant reimbursements/support services provided to SNAP E&T participants for expenses that are reasonable, necessary and directly related to participating in the activity?

Yes

No

WBL ACTIVITY: MUDDY PAWS

PROVIDER: MUDDY PAWS

COMPONENT: WBL - TRANSITIONAL JOBS

What is the length of the activity?

- 1 month
- 2 months
- 3 months
- 4 months
- 5 months
- 6 months
- Greater than 6 months (limited exceptions)

What is the industry field of the activity?

- Construction
- Education
- Foodservice
- Healthcare service
- Landscape and Horticultural
- Leisure and Hospitality
- Manufacturing
- Retail services
- Transportation and Warehousing
- Other

Describe the "Other" industry field of the activity.

Pet grooming

What is the projected annual number of participants to participate?

30

What are the training objectives for the activity?

- Attainment of a Credential or Certificate
- Basic skill gains
- Industry skill gains

Will the participants interact with industry professionals in a real-world setting?

- Yes
- No

Will participants receive wages subsidized by another program?

- Yes
- No

What is the model for this activity?

- E&T Provider is employer of record and receives wage subsidy as employer
- E&T Provider is intermediary between State agency and 1 or more employers
- State agency contracts with both E&T Provider and employers

Who is the employer of record?

- State agency
- E&T Provider
- Worksite employer

Were employers or industry sector representatives consulted in the design and training curriculum?

- Yes
- No

Does the provider use a curriculum that includes career-training objectives that the participant is expected to learn and be able to do by the completion of the training?

- Yes
- No

Are employers or industry professionals involved in the development and/or execution of the training element of the activity?

- Yes
- No

Are the training objectives provided to the participant?

- Yes, by the Provider
- Yes, by Employer of Record
- No

Is there a process for the provider/employer of record to give feedback to the participant on their progress toward meeting the training objective?

- Yes
- No

Provide a brief explanation that describes how the provider focuses on moving participants promptly into regular, unsubsidized employment.

The SWBL Provider/Trainer is in constant contact with potential employers throughout the training and is currently assessing and matching students to employer partners, interview process takes places before graduation to provide a smooth transition into employment.

Does the work site employer or other industry employer partners hire the majority of the activity graduates?

- Yes
- No
- N/A

Are participant reimbursements/support services provided to SNAP E&T participants for expenses that are reasonable, necessary and directly related to participating in the activity?

Yes

No

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	\$400,000.00	\$400,000.00

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

1 E&T Program Administrator at \$82,468 (1.00 FTE), with 48% allocated to SNAP E&T, totaling \$39,585 to the program.

1 Program Manager III at \$66,873(1.00 FTE).

5 E&T Program Field Representatives at \$52,643 each (1.00 FTE per position), totaling \$263,215 for all five positions.

The additional \$30,327 is included to cover any potential state-approved pay increases.

	Non-Federal Share	Federal Share	Total
Fringe Benefits	\$0.00	\$201,880.00	\$201,880.00

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

50.47

	Non-Federal Share	Federal Share	Total
Non-Capital Equipment	\$0.00	\$0.00	\$0.00

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

We are not purchasing any non-capital equipment with E&T funds

	Non-Federal Share	Federal Share	Total
Materials	\$0.00	\$28,310.32	\$28,310.32

Describe materials to be purchased with E&T funds.

The state is requesting \$15,000 for materials essential for outreach, onboarding, training, and participant engagement. These materials will include fliers for mailing to all ABAWDS, educating them on opportunities and partner locations throughout Oklahoma. Additionally, the funds will cover booth and space rentals for training sessions, collaboration events, and outreach activities. Other items will consist of informational fliers, large-format posters for county offices and other locations, banners, and branded merchandise such as pens, gear, apparel, mugs, notepads, and tote bags. These materials aim to increase program visibility, foster a sense of community, and engage participants effectively.

	Non-Federal Share	Federal Share	Total
Travel	\$0.00	\$35,450.68	\$35,450.68

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.

The state is requesting \$20,000 to cover travel expenses for essential activities that include outreach, training eligibility workers, attending conferences, collaborating with training partners, recruiting new partners, conducting peer reviews, and performing Management Evaluations (ME). These travel activities are vital for maintaining program integrity, expanding its reach, and ensuring continuous improvement in service delivery. Additionally, 1-2 PFRs (Program Field Representatives) may receive training and/or education to meet Generally Accepted Accounting Standards (GAAS) in order to meet compliance with state and federal requirements. This ensures that the financial management of the program aligns with both state and federal guidelines, supporting the program's overall integrity.

Examples of these travel expenses include:

- Outreach Initiatives: Traveling to different communities to promote the program and engage with potential participants.
- Training Eligibility Workers: Conducting on-site training sessions across various regions.
- Conferences: Attending industry conferences to stay updated on best practices and innovations, including the SNAP Employment & Training National Forum.
- Collaborating with Training Partners: Coordinating and delivering joint training workshops.
- Recruiting New Partners: Visiting potential partner organizations to establish new collaborations.
- Peer Reviews: Observing and comparing program operations at peer locations.
- Management Evaluation (ME): Conducting site visits and case reviews to assess program implementation and ensure compliance.

The State's Tribal Liaison plays a pivotal role in extending the reach and impact of the SNAP Employment & Training program. As such, the liaison is actively involved in key events, including the SNAP Employment & Training National Forums, various SNAP E&T conferences, and targeted outreach initiatives. These engagements are crucial for building bridges and fostering relationship opportunities with tribal communities, enhancing collaboration, and sharing best practices across different regions. This involvement not only strengthens ties with tribal entities but also ensures that the program's benefits are extended comprehensively, reflecting a commitment to inclusivity and community engagement.

	Non-Federal Share	Federal Share	Total
Building Space	\$0.00	\$0.00	\$0.00

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.

We are not charging building space to E&T funds

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

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

We have no expected capital expenditures for FY 2026. If a partner requests a capital expenditure, we will contact FNS for approval before the purchase.

	Non-Federal Share	Federal Share	Total
Subtotal / State Agency Costs Only	\$0.00	\$665,641.00	\$665,641.00
Contractual Costs	\$7,391,159.50	\$8,541,764.50	\$15,932,924.00
County Administered Direct Program Admin Cost	\$0.00	\$0.00	\$0.00
Total Direct Program and Admin Costs	\$7,391,159.50	\$9,207,405.50	\$16,598,565.00

Indirect Costs - Using Indirect Cost Rate

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

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

Indirect Costs - Using Federally Approved Cost Allocation Plan

	Non-Federal Share	Federal Share	Total
Federally Approved Cost Allocated Costs - State agency only	\$0.00	\$454,062.00	\$454,062.00
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	\$454,062.00	\$454,062.00

In-kind Contribution

	Non-Federal Share	Federal Share	Total
State In-kind Contribution	\$0.00	\$0.00	\$0.00
Total Administrative Costs	\$7,391,159.50	\$9,661,467.50	\$17,052,627.00

Participant Reimbursements

	Non-Federal Share	Federal Share	Total
Dependent Care	\$0.00	\$0.00	\$0.00
Transportation & Other Costs	\$814,514.00	\$814,514.00	\$1,629,028.00
State Agency Cost for Dependent Care	\$0.00	-	\$0.00
Total Participant Reimbursements	\$814,514.00	\$814,514.00	\$1,629,028.00

Total Costs

	Non-Federal Share	Federal Share	Total
Total Cost	\$8,205,673.50	\$10,475,981.50	\$18,681,655.00

FUNDING SOURCES

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

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

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

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

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

SNAP Employment and Training Funding Sources

Source Type	Funding Sources	Allocation or Target	Distribution of Planned Expenses	Over/Under Allocation/Target or Over/Under Planned Expenses	Percent of Allocation Planned Use
Federal	100 Percent Federal Grant	\$2,270,308.00	\$2,270,308.00	\$0.00	100.00%
Federal	100 Percent Federal Grant - Additional Funds	\$0.00	\$0.00	\$0.00	-
Federal	ABAWD Pledge Grant		\$0.00	\$0.00	-
Federal	Total - All 100 Percent Funds	\$2,270,308.00	\$2,270,308.00	\$0.00	-
Federal	50 Percent Administrative	-	\$7,391,159.50	-	-
Non-Federal	50 Percent Administrative	-	\$7,391,159.50	-	-
Federal	50 Percent Participant Reimbursements	-	\$814,514.00	-	-
Non-Federal	50 Percent Participant Reimbursements	-	\$814,514.00	-	-
Federal	Total 50 Percent Federal Target	\$7,175,015.00	\$8,205,673.50	\$1,030,658.50	-
Total	All Sources	\$9,445,323.00	\$18,681,655.00	-	-

Total Fiscal Year Plan Funding

Funding Sources	Non-Federal Share	Federal Share	Total
100 Percent Federal Grant	-	\$2,270,308.00	\$2,270,308.00
ABAWD Pledge Grant	-	\$0.00	\$0.00
50 Percent Administrative	\$7,391,159.50	\$7,391,159.50	\$14,782,319.00
50 Percent Dependent Care	\$0.00	\$0.00	-
50 Percent Transportation/Other	\$814,514.00	\$814,514.00	-
50 Percent Total Participant Reimbursements	\$814,514.00	\$814,514.00	\$1,629,028.00
Total 50 Percent Funds	\$8,205,673.50	\$8,205,673.50	\$16,411,347.00
Total	\$8,205,673.50	\$10,475,981.50	\$18,681,655.00

PLEDGE TO SERVE ALL ABAWDs

The Act authorizes FNS to allocate \$20 million annually to State agencies that commit, or pledge, to ensuring the availability of education, training, or welfare 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