

USDA FNS SNAP E&T STATE PLAN

STATE NAME	STATE CODE	FEDERAL FISCAL YEAR	VERSION
Rhode Island	RI	2026	Original Submission

FORM STATUS: Approved on 08/27/2025 7:02 AM EDT

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
E&T	Employment and Training
FNS	Food and Nutrition Service
FY	Fiscal Year
GA	General Assistance
ITO	Indian Tribal Organization
SNAP	Supplemental Nutrition Assistance Program

TANF	Temporary Assistance for Needy Families
USDA	United States Department of Agriculture
WIOA	Workforce Innovation and Opportunity Act

SUMMARY OF PROGRAM

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

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

RI SNAP E&T mission is to empower individuals by encouraging self-growth and inspiring hope through the dignity of work. Our vision is to build equity and opportunity for SNAP participants in their journey towards family sustaining wages. SNAP E&T. The vision and mission are guided by the STATE and local workforce needs. Components are added based on detailed labor market information from the DLT such as regional employment statistics and job market growth, unemployment claims filed throughout the state

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	SNAP E&T Handboook
Link to resource	SNAP Policy
Link to resource	SNAP E&T program website

PROGRAM CHANGES

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

RI has been approved for the "More than a Job" TA project through FNS. We will be participating towards the end of 2025. We plan to use TA to discuss potential rebranding of the program and potential costs for this work. Minimally, the TA will continue the engagement work RI E&T has done through various projects with MDRC and Mathematica. There could be a focus on the TANF engagement. RI will be starting an initiative to follow TANF program participants as they end services but remain on SNAP.

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

The rebrand is directly based on outcome information from the RCE project RI participated in. Over 40% of customers responded they did not know about the E&T program from the focus groups and surveys completed. Marketing will occur if RI's application does not get accepted. E&T will look at text messaging and email for outreach, as well as designing E&T participant exit surveys.

9 out of 20 CBO providers are serving E&T and TANF participants. To ensure the individual can remain on track should issues arise with their TANF program, E&T program needs to educate providers and design systems to manage these cases effectively. E&T plans to have a series of meetings with the RI TANF team to plan for communication. E&T will obtain access to TANF dashboards for tracking and identification. Training will be offered to providers to understand TANF/E&T programs and how to manage cases that can transition. The TA from the More than a Job project will include engagement for RI TANF population

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
06/25/2025	Governors Workforce Board	Alyssa Alvarado	This meeting is monthly from September to June. Alyssa presents information regarding the GWB offerings and participation. This information is used to develop potential providers, identify trainings for work registrants to access to meet requirements, etc. 6/25/25 was the last meeting for this group before summer break.

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.

SNAP E&T participates in several meetings which include the state GWB and other state workforce stakeholders. Monthly and quarterly meetings include the Workforce Alliance Group, United Way Funders Collaborative, WIOA work group. During these meeting targets, trends, and plans from the workforce boards are discussed. SNAP E&T uses these meetings to inform and design future programming as well as determine providers to target for onboarding.

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).

RI regularly reviews WIOA training for cross-offerings within the program. We work with CBO provider partners to review WIOA programs, identifying gaps in funding where E&T reimbursements might be a means to cover costs. 9 of the 20 providers are WIOA providers. There is regular discussion regarding support of WIOA participants who are on SNAP for items not covered in WIOA costs.

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.

Eligibility reporting to Providers includes RIW status to help with transition to SNAP E&T supports if a participant's RIW services end. DHS and LISC do regular TA with Providers to discuss their RIW population and policies related to crossing over to E&T.

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).

Re-entry and refugee populations continue to be a focus. State Refugee Services Coordinator and E&T hold meetings as needed to review services and work to provide less barriered services. E&T has been working with the two largest refugee organizations in the State. The re-entry population will be a focus for the E&T program. We currently have one provider focusing on this group. We are planning to work with existing providers who are developing focused programs for individuals who are homeless and previously justice involved. Assistant Administrator will be working to gain access to state agencies providing programs for these individuals.

CONSULTATION WITH INDIAN TRIBAL ORGANIZATIONS (ITOs)

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

Did the State agency consult with ITOs in the State?

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

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

Date	Name of ITO	Title(s) of Person Consulted	Outcome of Consultation
05/08/2025	Narragansett TO	Charles Bliss	Assistant Administrator had reached out to Mr. bliss by phone with no response. April was the most recent attempt. We recently received notice that Mr. Bliss had retired. Assistant Administrator did meet with the State of NY E&T program to discuss methods they have had success with based on their presentation at the National Forum last year. They strongly encouraged written communication as a method of outreach. We exchanged emails 3/6/25

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

- ☐ Yes
- ☒ No

UTILIZATION OF STATE OPTIONS

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

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

☒ Yes

☐ No

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

☐ Mandatory per 7 CFR 273.7(e)

☒ Voluntary per 7 CFR 273.7(e)(5)(i)

☐ Combination of mandatory and voluntary

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

☐ Applicants per 7 CFR 273.7(e)(2)

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

☒ Categorically eligible households per 7 CFR 273.2(j)

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

☒ Yes

☐ No

CHARACTERISTICS OF INDIVIDUALS SERVED BY E&T

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

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

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

Estimated Participant Levels

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

QUESTION	RESPONSE FIELD
Anticipated number of work registrants	16,640

State Exemptions

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

EXEMPTION	TOTAL INDIVIDUALS
Voluntary program	16,640

QUESTION	RESPONSE FIELD
Total estimated number of work registrants exempt from mandatory E&T	16,640
Percent of all work registrants exempt from E&T	100.00%

ABAWDs

QUESTION	RESPONSE FIELD
Anticipated number of ABAWDs in the State	3,000
Anticipated number of ABAWDs in waived areas of the State	1,500
Anticipated number of ABAWDs to be exempted under the State's ABAWD discretionary exemption allowance	982
Anticipated number of ABAWDs in the State who meet the criteria under 7 CFR 273.7(d)(3)(i)	518

E&T Participants

QUESTION	RESPONSE FIELD
Anticipated number of mandatory E&T participants	0
Anticipated number of voluntary E&T participants	2,586
Total anticipated number of E&T participants	2,586
Anticipated number of ABAWDs to be served in E&T	499

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.

RI SNAP E&T program operates from the SNAP Program division. The E&T unit is separate from the SNAP certification unit and serves the entire state. DHS has an Assistant Administrator, Social Case Worker, and part-time Sr. Casework Supervisor within the E&T unit.

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

At the point of review or change of policy, DHS reaches out to the Office of Policy Analysis, Research, and Development at DHS to discuss. All pertinent certification policy is disseminated by the Policy office directly to the field staff via email, review at quarterly meetings, online office hours and individual consult as needed. E&T is consulted on policy changes relevant to our procedure. E&T is also included in the general dissemination of policies.

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

The Rhode Island team at LISC has worked effectively with DHS to implement the SNAP E&T program for the past 12 years. In that time, they developed significant expertise in and knowledge of best practices and have led its expansion to the current 20 providers that make up the RI SNAP E&T program.

In partnership with DHS, LISC has developed the systems, procedures, and skills to efficiently administer contracts and deliver impactful program outcomes. LISC Rhode Island is supported by LISC National's departments in Accounting and Finance, Government Contracts, Legal, Human Resources, IT and Policy, which results in high-capacity and high-compliance program management for the Rhode Island program. This integrated team infrastructure allows our local office to deliver an E&T program that is current with E&T policy and reporting guidelines, as well as to research, develop and implement nationally recognized best practices.

Weekly meetings are held between LISC and DHS to discuss planning, provider, and programmatic issues. LISC has two Program Officers and a Program Assistant assigned to SNAP E&T. There is communication as program needs demand outside of these set meetings. RI has an excellent collaborative relationship with its intermediary.

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

Information is shared at provider meetings and via email when needed. Intermediary is notified immediately of programmatic information necessary to the operation and administration of the program.

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.

The State issues a 511a form that is an authorization for the State, LISC and the providers to share information regarding each participant. This is signed by both the participant and the State. Once this in place, the providers submit a monthly eligibility list to LISC, who then aggregates the data and sends to DHS each month by encrypted file to protect the data. DHS verifies the eligibility of each participant and sends the data back to LISC by encrypted document. LISC then disaggregates the data and sends each provider their verified list. The providers use this information to prepare a monthly Outcomes report which is submitted to LISC and encrypted with a password. LISC then uploads all the data into Salesforce and provides the aggregated data quarterly to DHS.

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.

RI DHS Eligibility Determination System (RI Bridges) is used to capture work registrant numbers for annual and quarterly Federal reporting. LISC utilizes Salesforce to track participant data such as demographic, enrollment, component, outcomes based on training, and participation. Referrals, provider determinations and other data is tracked manually using Excel spreadsheets through LISC administrative team. Reports can be shared on request to LISC. Monthly eligibility reports are produced through DHS, sent to LISC and disseminated by LISC to providers to maintain proper billing for eligibility. These systems do not interact.

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.

DHS monitors LISC's performance through weekly meetings, invoice review and approval, and frequent communication. LISC includes DHS in all correspondence to providers. DHS and LISC review documents, marketing material, and program matters together before release. LISC and DHS conduct annual monitoring visits to ensure that federal accounting procedures and policies are being followed. The visits also include a review of participant files to be sure that the providers are following protocols. The monthly data reports are analyzed to be sure that the providers are reporting data correctly and technical assistance is provided if mistakes are found. When the providers submit a disbursement request, each expense is tracked to the source material and verified. No disbursements are made until any errors are corrected. Submitted invoices are reviewed by the Assistant Administrator and Fiscal Management office monthly before approved for payment.

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

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

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

LISC reviews monthly outcome reports for program functioning, enrollment, demographic, graduation, employment gains, and wage data outcomes. Quarterly reporting to DHS is reviewed to evaluate performance. Significant findings are addressed in weekly DHS/LISC meetings. Providers report on initiatives and successes during monthly provider meetings LISC and DHS conduct annual compliance reviews.

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.

The RI State Eligibility System (Bridges) prompts ETs to collect information which then leads to the identification of a work registrant. During the design of this portion of the eligibility system, DHS worked closely with Deloitte to create data collection that would identify work registrants based on FNS criteria. A standard operating procedure was developed in 2024. In April 2025, the Bridges system was fixed to calculate work registrant earning wages at least equal to the federal minimum wage multiplied by 30 hours

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

The 511 form is used as a means to work register non-exempt individuals. The form is completed for all work registrants by an ET during intake and recertification interviews. Staff are required to case note the referral. The 511 form is required to be scanned into the electronic case file by the ET and then SCW. The first is proof of referral to E&T and second reflects assessment by SCW for proper referral based on customers' responses. The SOP clarifies these expectations.

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.

All SNAP applicants/recipients aged 16-59, unless exempt, are informed of the opportunity to participate in SNAP E&T. A script is provided to identify whether or not a household meets this criterion. All eligible SNAP applicants, who choose to participate, are served through the SNAP E&T program.

Those EXEMPT from registering for work include:

- 16 and 17-year-olds who are not head of household and are enrolled in school or a training program at least half-time.
- A parent or caretaker of a child under 6 or an incapacitated person
- Recipients of Unemployment Insurance (UI) or applicants pending UI who have confirmed their willingness to accept employment (verification only if questionable)
- Persons physically or mentally unfit for employment (verification required)
- Persons receiving SSI/RSDI
- Participants in the RIW Program (verification only if questionable)
- Persons in treatment for Drug and Alcohol Dependency
- Employed or self-employed persons at least 30 hrs. earning at least minimum wage (verification required)
- Enrolled in an institute of higher education at least half time

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

Field staff are provided scripts that relay screening criteria and 511 process to use during contact with customers.

Staff have been trained during the new hire training on how to relay information and when. SOP, QRG and transmittal are sent out by policy department referencing criteria and process to all staff.

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

All contact is documented in the household's case file. 511 and 511a forms are also scanned.

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

☒ Reverse Referral

☒ Direct Referral

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

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

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

- The ET informs the client of their options for meeting the work requirement by reading the work registrant and ABAWD scripts. Participation is voluntary. The ET may inform the customer that they can sign up for E&T through the provider if they know the training they are interested in. ET can also provide the client with SNAP E&T website www.risnapet.org for review.
- If the customer chooses to voluntarily participate in E&T, the ET assists client in completing the SNAP-511 including the client's case name, individual ID, home address, email address, phone, and check box for RIW participation and hours working, if applicable, and voluntary participation in E&T. The 511 must include the name of staff completing form along with Field office location. After completion, the 511 form is sent to be scanned by the ET. A fillable 511 form is available in the document library or through E&T staff.
- The ET refers the client to SNAP E&T Social worker by sending an email with the completed 511 attached to the SNAP E&T Social worker and Assistant Administrator copied.
- The ET completes a case note indicating script for work registrants and ABAWDs was read, customer notified of Rights & Responsibilities for work registrants, referral to E&T made and 511 form sent to be scanned in Electronic Case File (ECF).
- The E&T social worker contacts the customer by phone and assists the client in choosing a program of interest. The social caseworker then sends a direct referral to the provider through a secure email. The Assistant Administrator and LISC representative are included on the email as well. The Direct Referral includes a SNAP Employment and Training Program Participant Agreement (SNAP-511A) attached to an email to the provider and indication of the SNAP E&T program selected. The social caseworker sends the 511a to be scanned in the electronic case file and completes a case note of the interaction.

When does the screening for a reverse referral request occur?

Reverse referrals are initiated when the client contacts the SNAP E&T provider directly regarding the desired program or the provider identifies a participant is receiving SNAP benefits. The provider then assesses the client for the program. The provider emails the 511A to the Assistant Administrator, who forwards to the ET working with E&T. LISC is also copied on the email for tracking purposes. All emails are sent through secure links provided by DHS.

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

The SNAP E&T Eligibility Technician confirms customers SNAP active status or application pending status and responds to the provider within 1-3 business days of the provider email. The individual ID number is specified on the 511a form for continued use by the provider on monthly eligibility reports. The 511a form is

uploaded or scanned into the ECF by the ET. As soon as the 511a form is confirmed for eligibility the participant is part of E&T. Eligibility is checked each month thereafter. Customers who have a pending application are identified as such on the 511a form and returned to the provider. They are considered enrolled at that time and included on next month's eligibility report.

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

☒ Yes

☐ No

How are participants informed about participant reimbursements?

During the ET interview/screening process at intake and recertification, they are notified of potential reimbursements including the RI Childcare Assistance Program. The participant reimbursement is then reviewed again by the E&T Social Case Worker after receiving and processing the direct referral. Reimbursements are also reviewed by the provider at intake with the participant. Participant reimbursement information is available on the SNAP E&T Website.

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?

Customers are notified by the Provider after they receive confirmation of eligibility through the 511a process. Providers are required to review participant reimbursements with all SNAP customers at time of intake. Customers are not notified by SNAP E&T staff once reverse referral takes place as they are already connected to the provider. They are made aware that the program is part of their SNAP benefit by the provider. The provider, LISC and the State are in close communication if a customer raises a concern regarding benefits during program participation. Since the State has an ET assisting the program, issues regarding eligibility can be communicated and addressed quickly.

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?

Information for the referral is sent via secure email in a 511 form for direct referral and 511a Participant Agreement to the provider. Provider acknowledges receipt and inform of next steps.

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

The 511a is sent to be scanned in the customer's case (electronic case file) in RI Bridges once the ET verifies eligibility.

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

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

ASSESSMENT

Does the State require or provide an assessment?

☒ Yes

☐ No

Who conducts the assessment? Select all that apply.

☒ State Agency

☒ E&T Provider

☐ Self-Assessment

☐ Intermediary

☐ Local Office

☐ Other

When are participants assessed?

ET making the referral on the 511 form
The E&T SCW at the point of outreach, to a direct referral.
Providers complete the program assessment for the specified program of interest. . Once referred, provider assessments will measure literacy and education skills. If there are issues, a provider determination is completed and returned for DHS follow up.

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

There are a variety of methods used including self-directed interest assessments, interest inventories, CASAS, etc. Assessments completed by ET are self-report interest and self-identified barriers.
RI DHS has developed a brief assessment of interests and barriers completed by the referring ET/SCW for E&T.

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

☒ Yes

☐ No

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

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

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

Assessment results are shared if there is a need to refer elsewhere due to component/participant match. Assessments completed by providers are available for review by E&T at the provider's location.

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?

At completion of benchmarks within the component training
During case management sessions regarding barriers

How are participants reassessed?

Case management process
Testing during training or component for skills gain. Specific assessments are determined by provider based on curriculum

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	Via email, direct communication with E&T staff
How do E&T case managers coordinate with: State E&T staff	Via email, direct communication with E&T staff
How do E&T case managers coordinate with: Other E&T providers	Through LISC, monthly provider knowledge share, direct email, or phone communication
How do E&T case managers coordinate with: Community resources	Through LISC, monthly provider knowledge share, direct email, or phone communication

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)?

Annual compliance audits. Include a review of the case management process at each agency.
 Review of expectations and requirements at Provider Knowledge share.
 RI DHS and LISC have organized and offered 2 case management trainings through RQI to ensure consistency in approach.
 Case notes are maintained by DHS SCW in E&T and by each provider program which include case management activities. QI review is done through DHS SNAP Program

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?

Once a participant is connected to the CBO for E&T, the individual is provided with the necessary case management services. E&T SCWs and ETs also assist the E&T providers by offering direct assistance if the participant is experiencing issues with their SNAP case. Communication is frequent between all. The Assistant Administrator oversees all assistance and communication between DHS and providers in these situations. Communication can include the following topics: Customer Portal issues, Paperwork/recert information that the Customer needs to provide, Childcare application processing, questions about eligibility for an individual. LISC is copied on all communication as well.

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

Annual compliance reviews include a discussion, review and best practice information of case management 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?

RI DHS understands that various barriers and situations can impact one's ability to meet the work requirements. Each Customer is expected to report these issues to the ET at time of interview or contact DHS to report. Determination is made on a case-by- case basis. The agency is responsible for determining good cause in those instances when a work registrant has failed to comply with the requirements. The registrant is responsible for submitting evidence in support of any claim of good cause.

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

E&T SCW will notify the Sr. Casework Supervisor and Assistant Administrator regarding the lack of programming availability. The decision to apply good cause is made and the case is updated to exempt for good cause by the ET assigned. The reason is documented in the case record.

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.

Candidates for E&T are assessed for interests and abilities at the point of internal direct referral and provider reverse referral. A Provider is expected to reach out twice to a candidate. In the event a referral is found to be inappropriate or does not respond, the Provider sends a determination form within 10 days of referral to the Assistant Administrator who forwards to ET for review and determine if still eligible.

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

Within 10 days of receiving the provider determination form, E&T SCW will outreach the Customer to discuss what barriers may have occurred, interest in participation and discussion of different program options, if necessary.

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	2,586
Estimated number of E&T participants to receive reimbursements for dependent care participation costs	5
Estimated number of E&T participants to receive reimbursements for transportation and other participation costs	2,581
Percentage of participants expected to receive reimbursements	100.00%
Estimated budget for E&T participant reimbursements in upcoming FY	\$402,000.00
Estimated budget per participant in fiscal year	\$155.45
Estimated number of E&T participants to receive participant reimbursements per month	250
Estimated budget of participant reimbursements per E&T participant per month	\$134.00

PARTICIPANT REIMBURSEMENT DETAILS

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

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

Allowable Participant Reimbursements	Participant Reimbursement Caps (Optional)	Who Provides the Participant Reimbursement?	What is the payment method for Participant Reimbursements?	Method of Disbursement
Books		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Clothing	300.00	SNAP E&T Provider	Direct payment to participant	ACH to Providers
Course Registration Fees		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Dependent Care	275.00	SNAP E&T Provider	Direct payment to participant	ACH to Providers
Driver's License	65.00	SNAP E&T Provider	Direct payment to participant	ACH to Providers
Drug Test- if required for a job		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Emergency Housing	4000.00	SNAP E&T Provider	Direct payment to participant	ACH to Providers
Enhanced Driver's License	175.00	SNAP E&T Provider	Direct payment to participant	ACH to Providers

Fingerprinting- if required for a job		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Medical Services- eye glasses and exams, emergency dental care		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Permits and Fees		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Personal Hygiene		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Reasonable accommodations supply		SNAP E&T Provider	Direct payment to participant	ACH to Providers
State ID, BCI, Birth Certificates		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Student Activity fees		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Training Materials		SNAP E&T Provider	Direct payment to participant	ACH to Providers
Transportation	1500.00	SNAP E&T Provider	Direct payment to participant	ACH to Providers
Work and training tools		SNAP E&T Provider	Direct payment to participant	ACH to Providers

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.

RI has free or reduced childcare available to families and participants of SNAP. The Child Care Assistance Program is available for eligible families for 24-months beginning 6/20/25. Most, if not all, E&T participants utilize this program. A small allocation is held in the E&T budget in the event assistance is needed.

The following is the URL to the CCAP program website:

<https://dhs.ri.gov/programs-and-services/child-care/child-care-assistance-program-ccap>

How is childcare paid for?

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

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

Most dependent care programs participate in the CCAP program. E&T customers are able to seek services anywhere.

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

Direct to them from providers. Needs are assessed during intake at the provider and over the course of participation to ensure reimbursement needs are met.

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).

For FY 25, Assistant Administrator calculated the number of work registrants manually using a Bridges generated report. The report allows filtering wages for, disability, limitations, and demographic information. Individuals are filtered based on earnings at least equal to the federal minimum wage multiplied by 30 hours (less than or equal to \$870/month).

The Bridges system has been corrected to identify WR using the calculations of earning wages at least equal to the federal minimum wage multiplied by 30 hours. FY26 should see a return to the RI eligibility system tracking and generating correct information for numbers of WR to be served and quarterly data for 583 reporting.

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

The data is pulled from the eligibility system annually (10/1) and quarterly for 583 reporting (4th day of month following end of quarter)

How are work registrants identified in the eligibility system?

The RI Integrated Eligibility System (RI Bridges) is designed to identify work registrants based on information entered on the relevant data collection screens. These screens are based on federal regulations outlining the criteria for work registrants. For example, disability information is pulled from the disability screens and work limitation screens, age is pulled from the demographic screens, etc.

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

The report generated quarterly from Bridges has been designed by the State to eliminate duplicate counts.

OUTCOME REPORTING MEASURES

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

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

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

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

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

State integrated eligibility system, RI Bridges. DLT data

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.

Providers complete monthly outcome reports reflecting participation and outcomes achieved for that period. Follow up when necessary is conducted by phone and email. Those doing Job Retention services are required to do two outreaches per month, minimally one person to person contact (meeting or phone) up to 180 days.

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.

Participants that have obtained a position as a result of E&T services will be tracked for a period of not less than 30 days and not more than 180 days to verify that they are remaining employed. Those who experience conflict or difficulty or require additional support, will be provided with case management, coaching and other supports to help them remain employed. Job retention is now 180 days as demonstration waiver was approved April 2024.

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

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ 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.

Any participant that obtained employment as a result of E&T services is allowed to enroll in Job Retention, if offered at their training provider.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

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

545

Estimated Annual Component Administrative Cost

\$199,227.76

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number of participants who are known to have maintained employment through 180 days	Number of participants enrolled in job retention (denominator) and number of participants reported to be employed at 180 days of retention support (numerator) during the period for JR waiver 4-1-25 to 3-31-26

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

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

Job Search Training offers more comprehensive training and support than Supervised Job Search. Each provider that offers this component will meet regularly with each participant. Participants will learn soft skills, critical thinking, business writing, time management, workplace

norms, writing resumes and cover letters, set short- and long-term goals, skills and strategies for self-advocacy, financial literacy training, and work with a Career Counselor.

Participants receive Case Management and financial literacy coaching during this component. All participants are screened for barriers to training on an on-going basis and encouraged to contact their case manager if their situation changes or additional issues arise.

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

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ 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.

All RI SNAP E&T participants are eligible to enroll in Job Search Training or Supervised job search. Job Search Training is attainment of skills to conduct a job search independently. Customers are given the choice during the interview with the SCW. Providers will assess the participant and place them into the program that best suits their skills with customer input. Guidance is provided if SJS seems more appropriate. Assessment can include basic education levels in reading, comprehension, math as well as computer skills. During provider assessment, skills for each component are measured.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

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

104

Estimated Annual Component Administrative Cost

\$61,556.57

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of participants who are known to have obtained employment	<p>Numerator will include those participants that obtained employment during the period of 10-1-25 to 9-30-26.</p> <p>Denominator will include those that participated in Job Search Training during the period of 10-1-25 to 9-30-26</p>

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

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

The State expects that agencies will have the capacity to meet with a participant 1:1 either in person or virtually to provide direct service for supervised job search. Dedicated vocational staff are expected to be available. These staff are expected to conduct bi-weekly meetings. Providers of this service are able to meet the technological needs of the individual customer either with access during an in-person meeting or with a loaned laptop to complete assignments. Each provider offering Supervised Job Search has submitted information detailing how their program is structured to ensure that participants are directly supervised during their online searches and the submission of applications. Each participant will receive one-on-one assistance and coaching to ensure the positions they are applying for are those that they are qualified and ready to perform. Instructors will keep records detailing the attendance of the participants, number of job applications submitted and outcome of each application. Participants receive Case Management and financial literacy coaching during this component. All participants are screened for barriers to training on an on-going basis and encouraged to contact their case manager if their situation changes or additional issues arise.

Individuals have the option of meeting in-person (as long as State health guidelines allow), by phone or virtually.

Discussions include reviewing job postings, progress with applications, case management, employment coaching. Contact between participant and provider is scheduled bi-weekly, but the providers are available if the participant requires additional support. Supervised job search is individualized and tailored to the person.

Describe the direct path to employment.

Those participants that are accepted into Supervised Job Search must have already completed a Work Readiness training and/or a vocational training or are ready to enter the workforce.

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

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ 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.

All RI SNAP E&T participants are eligible to enroll in Supervised Job Search after completion of Work Readiness and/or Vocational training or preparedness for work. An individual assessment screens the placement in immediate job search if appropriate for the participant.

Will this component be offered statewide?

☒ Yes

☐ No

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

420

Estimated Annual Component Administrative Cost

\$220,076.92

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of participants who are known to have obtained employment	<p>Numerator will include those participants who completed component during the period of 10- 1-25 to 9- 30-26.</p> <p>Denominator will include the number of participants that participated in Job Search during the period of 10-1-25 to 9- 30-26.</p> <p>Numerator will include those participants that obtained employment during the period of 10-1-25 to 9- 30-26.</p>

EDUCATIONAL COMPONENT: BASIC / FOUNDATIONAL SKILLS INSTRUCTION

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

Basic education consists of GED, National External Diploma Program and High School Equivalency, essential education for many of our participants that provides them with the foundational skills needed to advance along a career pathway. Hours per week vary and length of time is dependent on each person's progress. All participants receive Case Management and digital literacy instruction. Participant reimbursements are also available. Assessments are completed to determine starting levels.

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

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ 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 can enroll if they possess education level of 2nd grade math and 3rd grade reading

Will this component be offered statewide?

- ☒ Yes
- ☐ No

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

270

Estimated Annual Component Administrative Cost

\$340,453.01

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.

Providers are required to list and show proof of all sources of nonfederal funds that will be used to support programming. These sources are verified through copies of checks, grant letters and/or grant contracts.

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.

Budgets submitted by the providers show the cost of the entire program, SNAP, and non-SNAP. Costs allocated to E&T participants are used in preparing the annual program budget.
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Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of participants who are known to have obtain educational credential	<p>Numerator will include those participants who obtain educational credential during the period of 10-1-25 to 9- 30-26.</p> <p>Denominator will include the number of participants in GED/ABL classes during the period of 10-1-25 to 9- 30-26</p>

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

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

The RI E&T program offers many different vocational trainings: CDL, Industry Exploration, CNC Manufacturing and Process Technician. C.N.A., Health Careers, Pharmacy Tech, Culinary, Building Trades, Dental Assistant, Trucking, Customer Service/Call Center, Banking, Medical Assistant, Medication Aide, Teacher Assistant, Business Computing, EKG Tech, Phlebotomy tech.

Each of these training offer hands-on learning in addition to classroom instruction. Participants can earn several industry-recognized credentials throughout the training. Participants are assessed for barriers at intake and throughout training to ensure that they are able to complete the training.

Providers are building employer partnerships and tailoring the trainings to meet employer needs and requirements. Soft skills training is part of the training either incorporated into the vocational training or offered as a standalone component at each of the organizations. Case management, employment coaching and financial coaching are part of these trainings.

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

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ 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 possess minimum EFL's and pass a background check (where needed for the position) to participate in the training. Those who do not have the minimum EFL's are referred to Adult Basic Education components to achieve the minimum levels. Once those are achieved, they can then enroll in the desired vocational training.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

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

315

Estimated Annual Component Administrative Cost

\$561,955.29

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.

Providers are required to list and show proof of all sources of nonfederal funds that will be used to support programming. These sources are verified through copies of checks, grant letters and/or grant contracts.

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.

Budgets submitted by the providers show the cost of the entire program, SNAP, and non-SNAP. Costs allocated to E&T participants are used in preparing the annual program budget.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of participants who are known to have completed the certificate/credential attainment	<p>Numerator will include those participants who attained a certificate/credential during the period of 10-1-2025 to 9-30-2026</p> <p>Denominator will include the number of participants that participated in a vocational training during the period of 10-1-2025 to 9-30-2026.</p> <p>Numerator will include those participants that obtained employment during the period of 10-1-25 to 9-30-26.</p> <p>Denominator will include those that participated in a vocational training during the period of 10-1-25 to 9-30-26.</p>

EDUCATIONAL COMPONENT: ENGLISH LANGUAGE ACQUISITION

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

Participants will learn English along with integrated work readiness, digital and financial literacy. They receive instruction and practice reading, writing, listening, and speaking English. Hours per week vary among providers.

Participants receive Case Management, financial coaching, and digital literacy as part of the component.

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

- ☒ ABAWDs
- ☒ Homeless
- ☒ Returning citizens (aka: ex-offenders)
- ☒ 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.

Any participant that is not fluent in English is encouraged to enroll.

Will this component be offered statewide?

- ☒ Yes
- ☐ No

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

388

Estimated Annual Component Administrative Cost

\$67,102.58

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.

Providers are required to list and show proof of all sources of nonfederal funds that will be used to support programming. These sources are verified through copies of checks, grant letters and/or grant contracts.

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.

Budgets submitted by the providers show the cost of the entire program, SNAP, and non-SNAP. Costs allocated to E&T participants are used in preparing the annual program budget.
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Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of participants who are known to have completed increasing EFL	Numerator will include those participants who increase EFL during the period of 10-1-25 to 9-30-26. Denominator will include the number of participants that participated in ESOL during the period of 10-1-25 to 9- 30-26.

EDUCATIONAL COMPONENT: WORK READINESS TRAINING

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

Work Readiness provides participants with the skills needed to join the workforce and stay employed. Training includes essential soft skills, effective and appropriate communication, teamwork, conflict resolution, work preparedness and appropriate dress. Virtual interview skills are now an added component as much of the process has become computer based. Participants learn how to develop a resume for uploading interview preparation and effective interview techniques for virtual interviews. Participants also learn about the application process, practice mock interviews and are instructed in the basic computer skills needed to complete job applications. All providers are being encouraged to add a digital literacy and technical troubleshooting aspect to this training. Digital literacy continues to be a requirement for all E&T providers. Providers offer the standard of NorthStar Digital Literacy. Advancing digital equity is also a focus. Most providers are loaning laptops and hotspots for programming. Participants receive ongoing career counseling, advising, and job search support, and evaluation and assessment of competencies, and receive individualized assistance to tailor resumes and cover letters for specific jobs. Case management to address barriers to employment is ongoing. When available, participants are matched with appropriate jobs with E&T subcontractors' employer partners. All providers are required to offer work readiness training. Those included here offer it as a standalone component. The remaining providers offer work readiness as a part of either a basic education, or vocational component.

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

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

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

Criteria for participation Basic educational requirements for this component are 3rd grade math and 5th grade reading. Participants are accepted who are planning to engage in a job search or vocational training

Will this component be offered statewide?

- ☒ Yes
- ☐ No

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

532

Estimated Annual Component Administrative Cost

\$196,569.36

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.

Providers are required to list and show proof of all sources of nonfederal funds that will be used to support programming. These sources are verified through copies of checks, grant letters and/or grant contracts.

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.

Budgets submitted by the providers show the cost of the entire program, SNAP, and non-SNAP. Costs allocated to E&T participants are used in preparing the annual program budget.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of participants who are known to have gained skills for job search through successful completion of the component	<p>Numerator will include those participants who completed component during the period of 10-1-2025 to 9-30-2026</p> <p>Denominator will include those participants who attended component during the period of 10-1-2025 to 9-30-2026</p>

WORK EXPERIENCE COMPONENT: INTERNSHIP

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

A paid structured learning experience that takes place in a workplace for a limited period. Internships help the participant gain the competencies and experience to meet local employer demands. Internships must be related to a career choice or career exploration and provide learning through work-based projects. Internships take place in targeted training areas and are tracked through outcome reporting by the provider to LISC. The wages of participants are paid by providers using E&T reimbursement eligible funding and subsidized via the 50% federal SNAP E&T reimbursement.

- Foster Forward: The curriculum used by Foster Forward is a nationally used best practice in work readiness programming for foster care agencies geared to youth aging out of the system. Participants connect to industries of interest and then placed in internship where they work approximately 20 hours per week. Internships can last from 1-2 weeks. Participants are supported by the provider with ongoing case management during the internship. Most students are hired by the company. If no employment is obtained, the student will work with a Career and Education Coach to locate employment post internship. Currently, Foster Forward is in contract with the RI DLT to serve their foster care youth
- More information can be found at [https:// www.fosterforward.net/works-wonders](https://www.fosterforward.net/works-wonders)

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)
- ☐ 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.

Customer must be an active SNAP recipient. Eligibility is confirmed through the direct and reverse referral process.
In-depth assessment and determination rely on the expertise of the preferred provider organizations to

determine if they are a good fit for their programs. Examples of provider specific criteria for participation include 8th Grade Reading/Math levels, must be able to bend and lift 40 lbs., must be able to stand for several hours, and work in warm conditions.

Will this component be offered statewide?

☒ Yes

☐ No

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

12

Estimated Annual Component Administrative Cost

\$5,192.31

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
19	2,586	\$3,697,484.54	\$402,000.00	\$4,099,484.54

CONTRACTOR: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

Is this Contractor an Intermediary with subcontractors?

☒ Yes

☐ No

Indicate the service type

☐ Consulting

☒ E&T Services

☐ Automation/IT

☐ Marketing

☐ Other

Will this E&T service be offered statewide?

☒ Yes

☐ No

Which E&T Services are offered by this contractor?

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

Annual Number of SNAP E&T Participants to be Served

2,586

Are participant reimbursements provided by the Contractor?

- ☐ Yes
- ☒ No

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

\$402,000.00

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

\$393,217.00

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

\$3,304,267.54

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

☐ Yes

☒ No

SUBCONTRACTOR: AMOS HOUSE

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☒ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

204

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

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

SUBCONTRACTOR: BEAUTIFUL DAY

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☒ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

32

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

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

SUBCONTRACTOR: CCRI

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

55

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

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

SUBCONTRACTOR: CONNECTING FOR CHILDREN AND FAMILIES

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☒ Supervised Job Search
- ☒ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

200

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

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

SUBCONTRACTOR: CROSSROADS RHODE ISLAND

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☒ Supervised Job Search
- ☒ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

130

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

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

SUBCONTRACTOR: DORCAS INTERNATIONAL INSTITUTE OF RI

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☒ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

503

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

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

SUBCONTRACTOR: FOSTER FORWARD

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☒ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

57

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

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

SUBCONTRACTOR: GENESIS CENTER

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

195

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

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

SUBCONTRACTOR: JARC - RI

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

35

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

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

SUBCONTRACTOR: MENTOR, INC. D/B/A RIRAL**INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)**

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 - Internship
- ☐ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

160

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

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

SUBCONTRACTOR: NEWPORT COMMUNITY SCHOOL**INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)**

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 - Internship
- ☒ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

78

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

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

SUBCONTRACTOR: OPENDOORS

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☒ Supervised Job Search
- ☒ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

700

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

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

SUBCONTRACTOR: PROVIDENCE PUBLIC LIBRARY

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

90

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

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

SUBCONTRACTOR: REFUGEE DREAM CENTER

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

25

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

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

SUBCONTRACTOR: RESIDENTIAL CONSTRUCTION WORKFORCE PARTNERSHIP

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

12

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

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

SUBCONTRACTOR: TURNING AROUND MINISTRIES

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☒ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

20

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

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

SUBCONTRACTOR: WESTBAY CAP

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☒ Supervised Job Search
- ☐ Work Readiness Training

Annual Number of SNAP E&T Participants to be Served

75

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

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

SUBCONTRACTOR: YEAR UP

INTERMEDIARY: LOCAL INITIATIVES SUPPORT CORPORATION (LISC)

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 - Internship
- ☐ Supervised Job Search
- ☐ 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

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: WORKS WONDERS

PROVIDER: FOSTER FORWARD

COMPONENT: SWBL - 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.

based on participant interest

What is the projected annual number of participants to participate?

12

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?

RI DLT State Job Development Funds

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.

Participants are provided with summary checklist of performance. Each summary is completed by the industry partner and reviewed with the participant in a 1:1 meeting.

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?

\$15.00

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

50.00%

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

40

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?

\$1,035.00

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?

\$2,000.00

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
\$7,200.00	\$3,600.00	\$1,800.00	\$4,835.00

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)	\$92,674.00	\$92,674.00	\$185,348.00

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.

Assistant Administrator \$106,217.84 * 1.00 FTE = \$106,217.84
Social Caseworker \$79,131 * 1.00 FTE = \$79,131

	Non-Federal Share	Federal Share	Total
Fringe Benefits	\$69,235.00	\$69,235.00	\$138,470.00

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.

Fringe is calculated at 42% of salary for AA and 44% for SCW:
Retirement Def Comp Retiree Health FICA Medicare AFB Accrual Health Cost Vision Cost Dental Cost

IANIERE PATRICIA 32,662 1,062 4,185 6,586 1,540 3,080 621 24,835.72 145.60 859.30

LOVERIDGE VICTORIA 24,333 791 3,118 4,906 1,147 2,295 463 24,835.72 145.60 859.30

	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.

N/A

	Non-Federal Share	Federal Share	Total
Materials	\$0.00	\$0.00	\$0.00

Describe materials to be purchased with E&T funds.

N/A

	Non-Federal Share	Federal Share	Total
Travel	\$2,500.00	\$2,500.00	\$5,000.00

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

Travel allowance for airfare, hotel accommodations, taxis/Lyft to and from airport, parking fees at airport, \$50 per day for meals. RI hopes to attend one conference during the next fiscal year (E&T National Forum, APHSA Economic conference 2026, etc.)

	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.

N/A

	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.)

N/A

	Non-Federal Share	Federal Share	Total
Subtotal / State Agency Costs Only	\$164,409.00	\$164,409.00	\$328,818.00
Contractual Costs	\$1,652,133.77	\$2,045,350.77	\$3,697,484.54
County Administered Direct Program Admin Cost	\$0.00	\$0.00	\$0.00
Total Direct Program and Admin Costs	\$1,816,542.77	\$2,209,759.77	\$4,026,302.54

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	\$0.00	\$0.00
County Administered Allocated Costs (only applicable to County Administered Programs)	\$0.00	\$0.00	\$0.00
Total Allocated Costs based on Cost Allocation Plan	\$0.00	\$0.00	\$0.00

In-kind Contribution

	Non-Federal Share	Federal Share	Total
State In-kind Contribution	\$0.00	\$0.00	\$0.00
Total Administrative Costs	\$1,816,542.77	\$2,209,759.77	\$4,026,302.54

Participant Reimbursements

	Non-Federal Share	Federal Share	Total
Dependent Care	\$1,000.00	\$1,000.00	\$2,000.00
Transportation & Other Costs	\$200,000.00	\$200,000.00	\$400,000.00
State Agency Cost for Dependent Care	\$0.00	-	\$0.00
Total Participant Reimbursements	\$201,000.00	\$201,000.00	\$402,000.00

Total Costs

	Non-Federal Share	Federal Share	Total
Total Cost	\$2,017,542.77	\$2,410,759.77	\$4,428,302.54

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	\$393,217.00	\$393,217.00	\$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	\$393,217.00	\$393,217.00	\$0.00	-
Federal	50 Percent Administrative	-	\$1,816,542.77	-	-
Non-Federal	50 Percent Administrative	-	\$1,816,542.77	-	-
Federal	50 Percent Participant Reimbursements	-	\$201,000.00	-	-
Non-Federal	50 Percent Participant Reimbursements	-	\$201,000.00	-	-
Federal	Total 50 Percent Federal Target	\$2,412,002.00	\$2,017,542.77	(\$394,459.23)	-
Total	All Sources	\$2,805,219.00	\$4,428,302.54	-	-

Total Fiscal Year Plan Funding

Funding Sources	Non-Federal Share	Federal Share	Total
100 Percent Federal Grant	-	\$393,217.00	\$393,217.00
ABAWD Pledge Grant	-	\$0.00	\$0.00
50 Percent Administrative	\$1,816,542.77	\$1,816,542.77	\$3,633,085.54
50 Percent Dependent Care	\$1,000.00	\$1,000.00	-
50 Percent Transportation/Other	\$200,000.00	\$200,000.00	-
50 Percent Total Participant Reimbursements	\$201,000.00	\$201,000.00	\$402,000.00
Total 50 Percent Funds	\$2,017,542.77	\$2,017,542.77	\$4,035,085.54
Total	\$2,017,542.77	\$2,410,759.77	\$4,428,302.54

PLEDGE TO SERVE ALL ABAWDS

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

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

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

☐ Yes

☒ No