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## A. Cover Page and Authorized Signatures

State: Indiana

State Agency Name: FSSA/DFR


Federal FY: 2025

Date Submitted to FNS (revise to reflect subsequent amendments): 9/17/2024  
(signature page only).

**List State agency personnel who should be contacted with questions about the E&T State plan.**

Name	Title	Phone	Email
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Suzanne Tryan	SNAP/TANF/ IMPACT/EBT Policy Manager	317-923-2053	Suzanne.Tryan@fssa.in.gov
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**Certified By:**

  
\_\_\_\_\_  
State Agency Director (or Commissioner)

9/17/24  
\_\_\_\_\_  
Date

**Certified By:**

  
\_\_\_\_\_  
State Agency Fiscal Reviewer

9/17/24  
\_\_\_\_\_  
Date

## B. Amendment Log

In accordance with 7 CFR 273.7(c)(8), State agencies must submit plan revisions to the appropriate FNS Regional office for approval if it plans to make a significant change. For a complete list of situations requiring an amendment to the E&T State plan, see Plan Modifications in the E&T State Plan Handbook. The State agency must submit the proposed changes for approval at least 30 days prior to the planned implementation.

Please use the log below to document the submission of an amended plan. A single line in the log should capture each time a plan is amended and resubmitted, not each individual amendment throughout the plan.

To expedite the review process for amendment changes, please highlight areas where text has been added or changed. After FNS approval of amendment changes, highlighting must be removed and a clean, updated plan submitted to FNS.

**Table B.I. Amendment Log**

Amendment Number	Brief description of changes or purpose for amendment (If amendment includes budget changes, include in description)	Sections of Plan Changed (Highlight areas of plan with changes)	Date submitted to FNS	Date approved by FNS

## C. 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.*

Below is a list of common acronyms utilized within this plan. Please delete acronyms that do not apply and add additional acronyms in alphabetical order.

**Table C.I. Acronyms**

Acronym	Acronym Definition
ABAWD	Able-Bodied Adult without Dependents
E&T	Employment and Training
FY	Fiscal Year
FNS	Food and Nutrition Service
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
IEDSS	Indiana Eligibility Determination System
DFR	Division of Family resources
IMPACT	Indiana Manpower Placement and Comprehensive Training
SEC	State eligibility consultant
TPP	Third party partnership (50/50 partner)
FSSA	Family and social service administration
OECEOSL	Office of early childhood education and out of school learning
CCDF	Childcare development fund
HSE	High school equivalency
ABE	Adult basic ed
ESL	English as a second language
CJT	Culinary Job training
SSP	Self-sufficiency plan
SVOL	SNAP volunteer
OAS	Orientation, Assessment, Self-sufficiency plan
MICI-AHEC	Metropolitan Indianapolis Central Indiana Area Health Education Center
NGA	National Governors Association
DWD	Indiana Department of Workforce Development
CPE	Career Pathways Explorer
BST	Business Solutions Team

## D. Assurances

By signing on the cover page of this document and checking the boxes below, the State agency Director (or Commissioner) and financial representative certify that the below assurances are met.

**Table D.I. Assurances**

<b>Check the box to indicate you have read and understand each statement.</b>	<b>Check Box</b>
I. The State agency is accountable for the content of the E&T State plan and will provide oversight of any sub-grantees. (7 CFR 273.7(c)(4) and 7 CFR 273.7(c)(6))	<input checked="" type="checkbox"/>
II. The State agency is fiscally responsible for E&T activities funded under the plan and is liable for repayment of unallowable costs. (7 CFR 271.4, 7 CFR 276.2, and 7 CFR 277.16)	<input checked="" type="checkbox"/>
III. State education costs will not be supplanted with Federal E&T funds. (7 CFR 273.7(d)(1)(ii)(C))	<input checked="" type="checkbox"/>
IV. Cash or in-kind donations from other non-Federal sources have not been claimed or used as a match or reimbursement under any other Federal program. (7 CFR 277.4(d)(2))	<input checked="" type="checkbox"/>
V. Documentation of State agency costs, payments, and donations for approved E&T activities are maintained by the State agency and available for USDA review and audit. (7 CFR 277.17)	<input checked="" type="checkbox"/>
VI. Contracts are procured through appropriate procedures governed by State procurement regulations. (7 CFR 277.14)	<input checked="" type="checkbox"/>
VII. Program activities are conducted in compliance with all applicable Federal laws, rules, and regulations including Civil Rights and OMB regulations governing cost issues. (7 CFR parts 271, 272, 273, 274, 275, 276, 277, 281, and 282)	<input checked="" type="checkbox"/>
VIII. E&T education activities directly enhance the employability of the participants; there is a direct link between the education activities and job-readiness. (7 CFR 273.7(e)(2)(vi))	<input checked="" type="checkbox"/>
IX. Program activities and expenses are reasonable and necessary to accomplish the goals and objectives of SNAP E&T. (7 CFR 277.4(d)(3))	<input checked="" type="checkbox"/>

**Table D.II. Additional Assurances**

<p><b>The following assurances are only applicable to State agencies with the situations described below. If the condition applies, check the box to indicate you have read and understand each statement.</b></p>	<p><b>Check Box</b></p>
<p>I. If in-kind goods and services are part of the budget, only public in-kind services are included. No private in-kind goods or services are claimed. (7 CFR 277.4(d) and (e))</p>	<p><input checked="" type="checkbox"/></p>
<p>II. The E&amp;T Program is implemented in a manner that is responsive to the special needs of Indian Tribal members on Reservations. The State agency shall consult on an ongoing basis about portions of the E&amp;T State Plan which affect them; submit for comment all portions of the E&amp;T State Plan that affect the Indian Tribal Organization (ITO); if appropriate and to the extent practicable, include ITO suggestions in the E&amp;T State plan. (For States with Indian Reservations only.) (7 CFR 272.2(b)(2) and 7 CFR 272.2(e)(7))</p>	<p><input type="checkbox"/></p>

## E. State E&T Program, Operations, and Policy

### I. Summary of E&T Program

- a) 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: 1) increase the ability of SNAP participants to obtain regular employment; and 2) meet State or local workforce needs.

We have recently come up with Mission and Vision statements for E&T, these will be implemented by Oct 1st 2024.

Vision: To provide recipients a clear pathway in developing marketable and in-demand skills that contribute to the Indiana workforce and lead to career advancement and self-sufficiency.

Mission: To provide access to services that will enable recipients to obtain the skills and credentials allowing them to succeed in the workforce and successfully transition into a life of independence.

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

Indiana's program is State administered

- c) (For county-administered States only) Describe how counties share information with the State agency (e.g. county E&T plans), and how the State agency monitors county operations.

- d) Provide the geographic areas of the State where the E&T program operates, and describe the rationale for this selection. Designate which areas, if any, operate mandatory E&T programs.

Indiana's E&T program is offered statewide in all 92 counties and our E&T program is referred to as IMPACT. Indiana currently operates a voluntary E&T program.

- e) Provide a list of the components offered.



- Supervised Job search
- Job Search Training
  
- E&T Workfare
  
- Educational Programs:
  - ESL
  - ABE
  - Career and technical education programs and vocational training
  - Work readiness training
- Work-Based learning:
  - Pre-Apprenticeships
  - Apprenticeships
  
- Job Retention services

f) Provide the web addresses (URLs) of State E&T policy resources such as handbooks and State administrative code, if available.

[FSSA: DFR: Policy Manual \(in.gov\)](https://www.in.gov/fssa/dfr/forms-documents-and-tools/policy-manual/)

<https://www.in.gov/fssa/dfr/forms-documents-and-tools/policy-manual/>

## II. Program Changes

*Please complete this section if applicable, and only include changes to the program for the upcoming Federal fiscal year (FY).*

- a) 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.

Two new third-party partners (Skilled US and University of Indianapolis/MICI) have submitted a plan for this FFY. Also, one of our previous third-party partners has chosen not to submit for this FFY.

The state added Job Search Training as an E&T component, and Goodwill will be offering this activity in FFY 2025.

- b) 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.

N/A

### III. 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.*

- a) **Consultation with State workforce development board:** Describe how the State agency consulted with the State workforce development board in designing its SNAP E&T program. This description should include with whom the State agency consulted and the outcomes of the consultation. If the State agency consulted with private employers or employer organizations in lieu of the State workforce development board, skip to question (b).

Our Deputy Director and SNAP Policy Manager connected with Kristen Barry, the Governor's Workforce Cabinet - Education and Workforce Director. Kristen worked with DFR to submit the application for the NGA Policy Academy. DFR was awarded the grant.

The following items are what is proposed to be addressed by participation in the Policy Academy: Challenge 1: Data sharing among partners is difficult, and not streamlined in a way that allows for ease of co-enrollment.

Challenge 2: There is many funding streams involved in employment and training programs across State agencies and partners. We need to better understand the landscape to collaborate and maximize use of this funding. Challenge 3: Identifying appropriate participants for SNAP E&T – whether SNAP clients who are not engaged in another way or those who are engaged in other workforce-related services and training that could be co-enrolled.

- b) **Consultation with employers:** If the State agency consulted with private employers or employer organizations in lieu of the State workforce development board, document this consultation and explain the determination that doing so was more effective or efficient. Include with whom the State agency consulted and the results of the consultation.

The SNAP policy manager has conducted ABAWD informational training with regional managers from the Division of Workforce Development. Also covered during the meeting was information about third party partnerships. DFR is a partner in an application for a grant through NGA that would support education and coordination of services between workforce partners and NGA. This has opened the door to expanded communications between the Governor’s Workforce Commission, Indiana Department of Workforce Development, and DFR/SNAP E & T program.

## 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.*

- c) **Special State Initiatives:** 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.

N/A

- d) **Coordination with title I of WIOA:** 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).

Indiana's employment and training provider utilizes Indiana's one stop providers sporadically to obtain services that are not readily available otherwise. They also utilize one stop providers to coordinate training that is not within the approval rates under Indiana's E&T plan. Under these circumstances, the individual would be co-enrolled in WIOA services. The client is recorded in the IMPACT system as participating in the appropriate given component if the client continues to verify participation. There is very little opportunity for direct verification of participation in the WIOA programming. Equus coordinates with Division of Workforce Development by attending quarterly meetings.

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

Yes

No

f) **TANF/GA Coordination:** 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.

Indiana does not currently have initiative to coordinate with TANF programs

g) **Other Employment Programs:** 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).

Indiana does not currently have any of these initiatives

#### IV. 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.*

a) Did the State agency consult with ITOs in the State?

- Yes, ITOs in the State were consulted. *(Complete the rest of this section.)*
- No, ITOs are located in the State but were not consulted. *(Skip the rest of this section.)*
- Not applicable because there are no ITOs located in the State. *(Skip the rest of this section.)*

b) Name the ITOs consulted.

c) **Outcomes:** Describe the outcomes of the consultation. 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).

d) **Enhanced reimbursement:** 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

## V. 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.*

a) The State agency operates the following type of E&T program *(select only one)*:

- Mandatory per 7 CFR 273.7(e)
- Voluntary per 7 CFR 273.7(e)(5)(i)
- Combination of mandatory and voluntary

b) The State agency serves the following populations *(check 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)
- c) 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 subsequent to application per 7 CFR 273.24(d)(1)(iv)?
- Yes
  - No

## VI. 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)).

- a) Describe the categories and types of individuals the State will exempt from mandatory E&T participation. In accordance with 7 CFR 273.7(e), State agencies may exempt from mandatory E&T participation, categories of work registrants (e.g. all those in counties X, Y, Z, or those in their first 30 days of receipt of SNAP) and individual work registrants based on certain personal characteristics or circumstances (e.g. lack of transportation or temporary disability). These exemptions are in addition to the federal exemptions from work requirements at 273.7(b) and only applicable to the E&T requirement at 7 CFR 273.7(a)(1)(ii). Exemptions from Mandatory E&T must also be listed in Table H 'Estimated Participant Levels' Sheet of the Excel Workbook.

(Note: States that run all-voluntary E&T programs would note that they exempt all work registrants.)

Indiana is currently a voluntary state so we exempt all work registrants
--

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

N/A
-----

c) 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
- Other: Click or tap here to enter text.

## VII. 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.

a) Please indicate who at the State agency directly administers the E&T program (i.e. establishes E&T policy, contracts for E&T services, monitors providers). For example, 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.

State IMPACT staff including 1 IMPACT policy program director, and 3 IMPACT policy consultants. (These are not county based positions)
--

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

Once a determination of work registration status and IMPACT referral status is made in the eligibility system, there is no further involvement by eligibility staff. The “hand off” is an electronic process. The referral generates an appointment and a corresponding notice, the referral goes to the IMPACT system where all E&T case management records are maintained appointments are tracked etc. All E&T case management is addressed by the E&T vendor from this point. All documentation for E&T contact, activities etc. are recorded in the IMPACT system. If communication is needed between E&T and eligibility, then there is a dedicated mailbox that can be used to contact the manager for each region.

c) Describe the State’s relationships and communication with intermediaries or E&T providers (if applicable):

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

Indiana Division of Family Resources has an eligibility system (IEDSS) and an E&T (SNAP and TANF) case management system (IMPACT system). There is communication between DFR policy staff monthly with each of our E&T partners through regularly scheduled meetings. Referrals and appointments are sent to the IMPACT system via the eligibility system upon approval of a SNAP case that has a referral in it. All case management data is entered into the case management system. If an ABAWD is maintaining eligibility for SNAP through compliance with E&T components, the hours completed are listed on the attendance worksheet and is completed by the TPP and sent over via secure email. The hours are then tracked in the IMPACT system and are auto communicated to the IEDSS eligibility system so that the individual does not incorrectly accrue countable ABAWD months. If an ABAWD is maintaining eligibility for SNAP through employment, employment is tracked with the IEDSS system. IEDSS does the tracking of all countable months. If the E & T vendor believes that an individual who was identified as ABAWD should not be considered ABAWD, they inform state merit staff in detail via the appropriate regional mailbox as to why they hold that belief. The state merit staff make a final determination and, if appropriate, manually change the status in the eligibility system, noting why change was made.

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



IMPACT system as well as Indiana eligibility determination services system (IEDSS) activity hours are tracked in the IMPACT system and are auto communicated to the IEDSS eligibility system. If an ABAWD is maintaining eligibility for SNAP through employment, employment is tracked with the IEDSS system. IEDSS does the tracking of all countable months. Data for the 583 and annual report is currently obtained by data warehouse from our eligibility system, our E & T system and our state Department of Workforce Development.

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

We have regularly scheduled monthly meetings for DFR executive, policy, and third-party partner staff. Our statewide vendor has an additional monthly meeting with DFR policy staff only (2 regularly scheduled meetings per month). We have regular, open, ongoing communication with our vendor when there are updates and changes so that they do not have to wait until a scheduled meeting to obtain the information they need. Changes are communicated via email, but also followed up on in our monthly meetings or meetings scheduled specifically to address a change

4. Describe the State agency's process for monitoring E&T partners' 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.

Case reviews are conducted by state IMPACT Policy staff for compliance with policy and business process at a rate of 15 cases per month, per staff member to review business process. Items reviewed from a business perspective include: Activity details in system match the self-sufficiency plan; participation records match hours entered; ABAWD participation months are correct; employment details match verifications, among others. All partners are subject to review by FSSA Audit and/or Indiana State Board of Accounts; however, our current E & T partners have not been reviewed at this point. FSSA Audit schedules their reviews on an annual basis. We will consult with them for review of these vendors upon the next cycle of review.

Quarterly site visits of Equus are conducted by OV&V vendor of DFR, on behalf of DFR, and are accompanied by State IMPACT staff. State IMPACT staff review reports provided by OV&V about the site visit and make sure we agree prior to sending to our statewide vendor. State IMPACT staff also plan to conduct their own quarterly visits to make sure everything is running as expected. State IMPACT staff will start reviewing 15 payment points monthly per staff member for placements and retention.

5. Describe how the State agency evaluates the performance of partners 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).

Monthly case reviews are completed on SNAP cases which include a review of activities to which an individual was assigned, case management related notes and contacts, and how barriers are being addressed. The review includes assessing if the assigned activities are appropriate and match with the assessment done upon initial appointment.

## VIII. Screening for Work Registration

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

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

The screening takes place during the eligibility interview. All the questions asked during the interview contribute to an overall screening. We are determining during the eligibility interview if an individual is subject to any of the SNAP work registration exemptions. During the interview we collected data that would allow for the determination of whether an individual is an ABAWD. We determine if an applicant is currently or recently employed, in school, etc. We would also determine if applicants were awaiting a determination for SS or SSI, etc. The eligibility system determines the work registration status of individual applicants and can be overridden by an eligibility staff person if necessary. Additional questions have been added to indicate what members of the AG are interested in participating in employment and training activities.

- b) How does the State agency work register non-exempt individuals? For example, does the State agency make a notation in the file, do individuals sign a form, etc.?

The signature on the application is the agreement to work register. The MIS (IEDSS) is updated to show Work registration status based on questions asked by eligibility.

- c) At what point in the certification process does the State agency provide the written explanation and oral notification of the applicable work requirements?

State eligibility merit staff go over the general explanation of work requirements in the Rights and responsibilities during application process and again at recertification. Notice is auto generated by IEDSS and is mailed if interview is done virtually; it is printed if the interview is done in office. Each individual subject to work registration

will also receive the consolidated notice with information about the work requirements to which they are subject.

## IX. 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).*

- a) 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. *(Note: This question is not asking about criteria that may be unique to each provider.)*

Because Indiana is a voluntary E & T state, and because Indiana has a broad range of services statewide from adult basic education and high school equivalency up to short term job certifications, we are advising the interviewee of the services available, including supportive services to assist them in participating, and asking if they choose to be referred.

- b) Describe the process for screening during the certification and recertification process. Include the staff involved in the screening, how the staff conduct the screening, and when the screening occurs.

State merit staff ask if the client or someone in their SNAP group is interested in IMPACT. If so, a referral will be sent to IMPACT and a letter will be sent with an appointment time and location for orientation appointment. It is explained that the IMPACT program is voluntary, so it won't affect your benefits if you don't want to participate. State merit staff also explain how IMPACT can provide bus passes or gas cards, clothing assistance for job training or job interview or employment, and childcare. If no one is interested the case file will be noted. And the client is advised if they or someone in their household decides they want to participate in the future they can call the 800 number and state they would like to volunteer for IMPACT. These questions are asked during the initial eligibility interview and redetermination interviews to determine if the client wants to be referred to IMPACT. This is recorded on the E&T screening referral page in IEDSS.

- c) *(If applicable)* Describe the process for screening upon receipt of a request for referral to E&T from an E&T provider (reverse referral). Include the staff involved in the screening, how the staff conduct the screening, and when the screening occurs.

Third party providers who use the reverse referral process when they have identified potential SNAP 50/50 participants communicate directly with Central office IMPACT state policy staff (Via a dedicated email box specific to this purpose). Central office IMPACT staff then confirm that the referred participant is a SNAP recipient. The

IMPACT worker contacts an eligibility worker via email to review and make an update to the eligibility system and have the client referred to IMPACT if they are a good fit for E&T. The client then gets scheduled for an orientation with our statewide vendor.

- d) How and when are participants informed about participant reimbursements? In the case of mandatory participants, how and when does the State agency ensure individuals are exempted from mandatory E&T if the costs of participant reimbursements exceed any State agency cap or are not available?

Participants will be advised about the potential for supportive services during their initial screening with state merit staff.

## X. Referral to E&T

*In accordance with 7 CFR 273.7(c)(2), the State agency must refer participants to E&T.*

- a) What information does the State provide to E&T participants when they are referred and how is the referral communicated (e.g. information about accessing E&T services, case management, dates, contact information)?

During the screening process, we provide the interviewee with information about what services are available, supportive services available, and if they choose to be referred, how they will receive an appointment for an orientation. The notice of the orientation is mailed from the eligibility system and provides the date, time and location of the orientation, and contact information. Each individual subject to work registration will receive an oral explanation of work requirements and they also will receive the consolidated notice with information about the work requirements to which they are subject.

- b) If a State receives and approves a referral request from an E&T provider (reverse referral), how does the State communicate to the SNAP participant that they are in SNAP E&T and about their rights to receive participant reimbursements, etc.?

We use reverse referrals only with our third-party partners. If they are screening someone from the community for their program and find that they are on SNAP and want to participate through SNAP E&T, they confirm with us (IMPACT policy), via a dedicated email address, that the person is on SNAP. If so, IMPACT policy will send the participant information to eligibility to have them refer the participant so they are scheduled for an orientation as soon as possible so the person can become a SNAP E&T participant and benefit from supportive services, etc. They will receive a notice in the mail regarding their SNAP Volunteer (SVOL) Orientation and Assessment (OAS) appointment. When they attend their SVOL OAS they will be given information regarding participant reimbursements they may be eligible to receive. Rights and responsibilities are discussed during initial eligibility interview as well as during their OAS.

- c) After referral, describe what the E&T participant must do next. For instance, if the participant must report for an orientation describe who conducts the orientation, where the orientation occurs (e.g. in-person at a provider, log-in to a computer program, telephone interview with a case manager), and what happens during the orientation. If the next step varies throughout the State, describe the most common next step.

Participant attends an OAS which is completed by Indiana's statewide E&T provider for all participants including reverse referrals. The statewide vendor conducts the Orientations. Participants are assessed by the case managers on the day of their orientation, during their follow-up appointments, and if changes occur in their case (for example a change in barriers). These are conducted in person and virtually. The client completes the self-assessment, and their case manager reviews the assessment and goes over the assessment with the participant to determine barriers etc.

- d) How is information about the referral communicated within the State agency? For instance, is the information entered into an MIS by the eligibility worker and reviewed by an E&T specialist?

The referral is marked in the MIS system by an eligibility worker which then creates an appointment that will show on the IMPACT appointment roster.

- e) How is information about the referral communicated to E&T providers, as applicable? If the State works with E&T providers outside the State agency, how does the E&T provider know a SNAP participant has been referred to them?

It is documented within the eligibility system and on notices and the referral is sent to the IMPACT system where an IMPACT case will be established. The statewide E&T provider manages their schedule for appointments and can see how many and who have been scheduled for orientation.

## **XI. Assessment**

*As a best practice, SNAP participants should be assessed after referral to ensure they receive targeted E&T services.*

- a) Does the State require or provide an assessment?
- Yes (*Complete the remainder of this section.*)
- No (*Skip to the next section.*)

- b) If yes, describe the processes in the State, if any, to provide E&T participants with an assessment (e.g. who conducts the assessment, when are participants assessed, what tools *are* used, and how are the results shared with State agency staff, providers, and/or participants)

Assessments are completed by Indiana's E&T provider for all participants including reverse referrals. Case managers conduct the assessments and determine which components to place the client in based on criteria given for each component. The client completes the self-assessment and their case manager reviews and discusses with the participant to determine their barriers etc.

## **XII. 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.*

- a) What types of E&T case management services will the State agency provide?

*Check all that apply.*

- Comprehensive intake assessments
- Individualized Service Plans
- Progress monitoring
- Coordination with service providers
- Reassessment
- Other. Please briefly describe: Click or tap here to enter text.

- b) Describe how case management services are delivered in your State. For instance, in one model case management is provided by E&T specialists who provide assessments and other services after participants are referred to E&T. In other instances, case management is integrated into the component. If your State uses more than one model, describe the one or two most common ways of delivering case management services.

Once a SNAP recipient is referred to E&T, their case information and appointment for orientation is sent electronically from the eligibility system to the IMPACT system. Depending on the region, participants may be pre-assigned to a case manager, or receive a case manager assignment on the day of orientation. Case management begins on the participant's first day at IMPACT. Everyone referred to E & T receives an orientation appointment.

Each individual meets individually with a Case Manager, and together they review the assessment and develop the self-sufficiency plan, which includes an inventory of barriers to employment and steps to alleviate or eliminate those barriers. While the client is participating in E & T services, updates are made to the plan as needed, with the client's input. Clients who are participating in E & T also receive follow-up contact in person or via phone to assist with success and to offer supportive services. All notes and contacts between the state's E & T provider and E & T clients are recorded in the IMPACT system, which is accessible to contractors and state staff. Case management services for each 50/50 participant are provided by the E & T provider per the specifics of their plans.

- c) Using the table below, 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.

Communication/Coordination with:

SNAP eligibility staff:	Changes are reported to State eligibility staff when needed. Case managers monitor clients E&T participation, and if they see that the eligibility system does not match what participation records, they show for the client they will contact SNAP eligibility staff to correct the case.
State E&T staff:	State E&T staff conduct reviews of Case managers to help them improve services to participants. State E&T staff also have monthly meetings with the employment and training provider management team, as well as conduct site visits to monitor.
Other E&T providers:	Case managers work with our 50/50 providers by receiving and updating attendance verifications.
Community resources:	Case Managers work with community providers to connect clients to English as a Second Language (ESL), High School Equivalency (HSE), Adult Basic Education (ABE), Voc Rehab, or CWEP (workfare/community work experience) services, when deemed appropriate. Outreach Specialists will focus on making connections with other community agencies and resources, both to increase understanding and referrals to the IMPACT program, and to identify resources available to IMPACT participants

- d) Describe how the State agency will ensure E&T participants receive targeted case management services through an efficient administrative process, per 7 CFR 273.7(c)(6)(ii).

Case management begins at orientation with assessment and the self-sufficiency plan being completed. A follow up appointment is scheduled during the first appointment. Follow up calls happen on a pre-determined schedule based on the activity to which the participant is assigned. Minimally, monthly contacts are made to assess progress and determine if supportive services are needed, to help with any barriers encountered, etc.

All cases are managed in the IMPACT system. This tool allows case management to be performed efficiently and consistently across the state. Using IMPACT supports the provision of targeted, individualized case management services by allowing Case Managers to document client specific needs and contacts which can then be reviewed by others at any time. Key features of IMPACT include:

- **Interface with IEDSS.** IMPACT interfaces daily with IEDSS, allowing for sharing of information and case status. As the system of record, IEDSS holds all scanned documents on a case, including both documents related to eligibility and the provision of E&T services (such as attendance records). IMPACT links to IEDSS and allows staff to view IEDSS documents without having to leave the IMPACT system. IMPACT also pushes notes to IEDSS to provide updates on E&T activities.
- **Information Viewable by Multiple Staff.** Through documenting in this common system, the team can view information on a participant. This means that should the client's assigned Case Manager be out of the office; other staff can easily step in to assist a participant and have ready access to his or her information. State IMPACT Reviewers are also able to view the cases in real time for monitoring vendor activities.
- **Guides Documentation of Key Activities.** IMPACT includes workflow for documenting the key activities of E&T, from creating and updating the client's SSP, to assignment to activities, tracking the hours the client has completed in each component, and monitoring the provision of supportive services to ensure program limits are not exceeded.
- **Reminders and Worklists.** IMPACT reminds staff of key activities that are due or upcoming, such as required calls to clients, lists of scheduled orientations and appointments.

### **XIII. Conciliation Process (if applicable)**

*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.*

- a) Does the State agency offer a conciliation process?



Yes (Complete the remainder of this section.)

No (Skip to the next section.)

- b) Describe the conciliation process and include a reference to State agency policy or directives.

- c) What is the length of the conciliation period?

## **XIV. 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(i)(2), (i)(3), and (i)(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).*

- a) 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

Other: Click or tap here to enter text.

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

Yes

No

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

- One month or until the individual complies, as determined by the State agency
  - 2 months or until the individual complies
- d) 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
  - 6 months or until the individual complies
- e) For the third or subsequent occurrence per 7 CFR 273.7(f)(2)(iii), the individual will be disqualified until the later of:
- Six months or until the individual complies, as determined by the State agency
  - 36 months or until the individual complies
  - Permanently
- f) The State agency will disqualify the:
- Ineligible individual only
  - Entire household (if head of household is an ineligible individual) per 7 CFR 273.7(f)(5)(i)

## **XV. 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.*

- a) Describe the State agency process to determine if a non-exempt individual has good cause for refusal or failure to comply with a SNAP work requirement. Include how the State agency reaches out to the SNAP participant, employers, and E&T providers (as applicable), as well as how many attempts are made to reach out to the SNAP participant for additional information.

A request for earnings form is given to the client to have their previous employer complete, if the client disagrees with what the employer stated regarding voluntary quit, they can provide documentation to show they had good cause.

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

Good cause for voluntary quit: Circumstances beyond the clients control including but not limited to; client injury or illness, household emergency, employer discrimination, or work demands or conditions that are unreasonable such as working without being paid on schedule.

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

We are a voluntary state, and we offer a statewide program that serves all 92 counties. Indiana has never encountered a lack of available services for those choosing to participate.

## XVI. 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.*

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

If the E&T provider determines that a particular component is not well suited to the client, they can discuss with the client and attempt to find a more suitable component. If for some reason none of the components offered in Indiana are suitable for the client, the statewide provider would communicate that with eligibility to have the client's status in the eligibility system changed to not referred. This is expected to be done on the same day or the next business day.

b) Describe how the State agency notifies clients of a provider determination. Please include the timeframe for contacting clients after receiving a provider determination.

State E&T provider discusses with the participant in person or virtually with client during their OAS or during follow up calls. The client will be made aware by state merit staff of what action is taking place and why within 10 days; if ABAWD time limits are at stake, that will also be explained.

## XVII. 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.*

**Table E.I. Estimates of Participant Reimbursements**

<p>I. Estimated number of E&amp;T participants to receive participant reimbursements. This is an unduplicated count. If an individual participates in more than one month, they would only be counted once.</p> <p><i>State agencies should take into consideration the number of mandatory E&amp;T participants projected in Table H – Estimated Participant Levels in the Excel Workbook, and the number of mandatory E&amp;T participants likely to be exempted, if the State agency cannot provide sufficient participant reimbursements.</i></p>	<p><b>Equus:</b> 1,980 SNAP participants This number is based on the average for FY2024, the anticipated increase of ABAWD participants due to 36-month period in July 2024 and added participant reimbursement types for SNAP participants in policy</p> <p><b>Second Helpings:</b> 45</p> <p><b>Goodwill:</b>100</p> <p><b>Skilled US:</b>100</p> <p><b>University of Indianapolis MICI-AHEC:</b> 36</p>
<p>II. Estimated number of E&amp;T participants to receive participant reimbursements per month. This is a duplicated count. This calculation can include the same individual who participates in more than one month.</p>	<p><b>Equus:</b> 165 (1,980/12)</p> <p><b>Goodwill-</b>100</p> <p><b>Skilled US:</b> 28</p> <p><b>University of Indianapolis MICI-AHEC:</b> 9 (36x3) Each person receives support services for an average of 3 months</p> <p><b>Second Helpings:</b> 4</p>

<p>III. Estimated budget for E&amp;T participant reimbursements in upcoming FY.</p>	<p><b>Equus:</b>                  \$1,359,770                  1980x\$300 (monthly maximum of services) +                  \$6000 for vehicle repair +                  \$374,000 for FSSA JST                  +385,770.00 Childcare</p> <p><b>Goodwill-Avg</b>                  1,750x100=175,000 for supportive services                  270,000 for tuition for certifications                  Total \$445,500</p> <p><b>Skilled US:</b>350,000</p> <p><b>University of Indianapolis MICI-AHEC</b>                  108,000(36x3000)</p> <p><b>Second Helpings:</b>                  \$32,400</p>
<p>IV. Estimated budget for E&amp;T participant reimbursements per month in upcoming FY. (Row III/12)</p>	<p><b>Equus:</b>                  (\$1,359,770/12) =                  \$113,314</p> <p><b>Goodwill-</b>                  \$445,500/12=\$37,125</p> <p><b>Skilled US:</b> \$29,166</p> <p><b>University of Indianapolis MICI-AHEC:</b>                  \$9,000</p> <p><b>Second Helpings:</b>                  (\$32,400/12 = \$2,700)</p>
<p>V. Estimated amount of participant reimbursements per E&amp;T participant per month. (Row IV/Row II)</p>	<p><b>Equus:</b>                  \$113,314/165 = \$687</p> <p><b>Goodwill-</b>                  \$37,125/100 = \$371</p> <p><b>Skilled US:</b> \$1042</p>

	<p><b>University of Indianapolis MICI-AHEC:</b> \$1,000</p> <p><b>Second Helpings:</b> \$675</p>
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**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.

- **Allowable Participant Reimbursements.** Every State agency must include childcare 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, an intermediary, or some other entity. The State agency remains ultimately responsible for ensuring individuals receive participant reimbursements, even if it has contracted with another entity to provide them.
- **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*.

**Table E.II. Participant Reimbursement Details**

*The following table should be completed with details that reflect the State agency’s policies on allowable reimbursements. If the response varies by E&T provider, include examples to illustrate this variation. Expenses must be listed in the State plan and approved by FNS to be allowable.*

<b>Allowable Participant Reimbursements</b>	<b>Participant Reimbursement Caps (optional)</b>	<b>Who provides the participant reimbursement?</b>	<b>Method of disbursement</b>
Clothing required for employment	\$300/12 month period (not to exceed \$300/month)	SNAP E&T providers	Advance

<b>Allowable Participant Reimbursements</b>	<b>Participant Reimbursement Caps (optional)</b>	<b>Who provides the participant reimbursement?</b>	<b>Method of disbursement</b>
Transportation	\$300/month	SNAP E&T providers	Advance
Childcare		Office of Early childhood and out of school learning (FSSA)	Paid directly through FSSA OECOSL
Drug testing	\$75/annually	SNAP E&T providers	Advance
Driver's license	1 time only payment	SNAP E&T providers	Advance
Birth Certificate	\$40/ 1 time only payment	SNAP E&T providers	Advance
Background check	\$20/ annually	SNAP E&T providers	Advance
Textbooks		SNAP E&T providers	Advance
Testing Fees		SNAP E&T providers	Advance
Housing	Maximum of 2 payments	Goodwill	Advance
Utilities	Maximum of 2 payments	Goodwill	Advance
Car payment	Maximum of 2 payments	Goodwill	Advance
Car repair	\$500 1 time only/lifetime	Statewide E&T vendor	Advance
Legal aid	Only if directly related to participation and with DFR approval	Goodwill	Advance
FSSA Job skills training	5,500/lifetime	Statewide E&T vendor	Advance

- a) If providing dependent care, specify payment rates for child care reimbursements, established in accordance with the Child Care and Development Block Grant (CCDBG) and based on local market rate surveys. If alternative dependent care is provided by the State agency in lieu of reimbursement, describe these arrangements.

Payment rates per Indiana county can be found here:

[FSSA: Carefinder: Provider Reimbursements](https://www.in.gov/fssa/carefinder/provider-reimbursements/)

<https://www.in.gov/fssa/carefinder/provider-reimbursements/>

- b) 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?

E&T participants get a priority referral, so they are not put on a waitlist.

## XVIII. Work Registrant Data

*The SNAP general work requirements are described at 7 CFR 273.7(a). Individuals who do not meet an 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.*

- a) 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). Please provide information about how data is pulled from the eligibility system. For instance, how work registrants are identified and how counting is conducted.

Work registrants are counted by calculating the number of unique individuals with a SNAP participation status of “eligible”, without an open TANF assistance group who have not been identified as exempt.

- b) Describe measures taken to prevent duplicate counting.

Duplication is prevented by counting individuals identified as “unique” and not having been counted in the current fiscal year. The data warehouse runs a systematic query and provides this data to the state.



## XIX. Outcome Reporting Measures

### National Reporting Measures

Table E.III. National Reporting Measures

Source <i>[Check the data source used for the national reporting measures. Check all that apply]</i>	Employment & Earnings Measures	Completion of Education of Training
Quarterly Wage Records (QWR)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
National Directory of New Hires (NDNH)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
State Information Management System (MIS). <i>Indicate below what MIS system is used.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Manual Follow-up with SNAP E&T Participants. <i>Answer follow-up question below.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Follow-up Surveys. <i>State agencies must complete the Random Sampling Plan section below, if follow-up surveys is used.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other - Describe source: Click or tap here to enter text.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

- a) If a State MIS is used, please indicate the system (e.g., SNAP eligibility system, State's Department of Labor MIS).

IMPACT system, Eligibility system IEDSS, DWD interface between workforce development and IEDSS

- b) If a manual follow-up with SNAP E&T participants is conducted, describe the process for follow-up, including the contact method (e.g., verbal contact, email, or mail).

For the purpose determining a completion of an educational training, the client would be contacted as part of case management services during the educational component and around the expected end of the component to confirm completion and to obtain verification of any certificates that may have been received.

- c) If a State agency is not using Quarterly Wage Records (QWR) as the source for the national measures, describe the State agency's plan to move toward using QWR including a timeline for completion.

N/A

### State Component Reporting Measures

d) Check all data sources used for the State-specific component measures.

- Quarterly Wage Records (QWR)
- National Directory of New Hires (NDNH)
- State Management Information System. *Indicate the MIS used below.*
- Manual follow-up with SNAP E&T Participants. *Answer follow-up question below.*
- Follow-up Surveys. *Answer follow-up question below.*

e) If a State MIS is used, please indicate the system (e.g., SNAP eligibility system, State's Department of Labor MIS).

IMPACT system, Eligibility system IEDSS, DWD interface between workforce development and IEDSS

f) If a manual follow-up with SNAP E&T participants is conducted, describe the process for follow-up, including the contact method (e.g., verbal contact, email, or mail).

For the purpose determining a completion of an educational training, the client would be contacted as part of case management services during the educational component and around the expected end of the component to confirm completion and to obtain verification of any certificates that may have been received

g) If follow-up surveys are used, please describe the sample frame. This description must include source, availability, accuracy, completeness, components, location, form, frequency of updates and structure.

N/A

h) If follow-up surveys are used, please describe the sample selection. This description must include the method of sample selection, procedures for estimating caseload size, computation of sampling intervals and random starts, as appropriate, and a time schedule for each step in the sampling procedure.

N/A

Using the table below, indicate the outcome measure that will be used for each component that the State agency will offer that is intended to serve at least 100 participants in the FY. Explain in detail the methodology for acquiring the component data. Please ensure the component names listed here match the component names in the FNS-583 report and [Section G: Component Detail](#).

**Table E.IV. Component Outcome Measures**

<b>Component</b>	<b>Outcome Measure</b>	<b>Methodology including the timeframes being reported (e.g. denominator and numerator).</b>
Supervised Job search (SJS)	Number of people who obtain employment after completion of the component	Denominator: The total number of people who participated in Supervised Job Search during the FY Numerator: The number of people who participated in supervised job search who were employed prior to completing another component.
Job Readiness (EPWRT)	Number of people who obtain employment after completion of the component	Denominator: The total number of people who participated in Job readiness during the FY. Numerator: The number of people who participated in EPWRT who were employed prior to completing another component
Vocational Training/Job skills training (EPC)	The number who successfully completed the training/number who received the accompanying credential both measures will be counted.	Denominator: Number of people assigned to this component Numerator: Number of individuals who completed and received credentials.
Job Retention (JR)	Number of individuals employed after receiving job retention for 90 days	Denominator: All individuals who obtained employment after completion of an E&T component Numerator: Those still employed 90 days after obtaining employment.

## F. Pledge to Serve All At-Risk ABAWDs (if applicable)

*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). ABAWDs who meet the criteria outlined in 7 CFR 273.7(d)(3)(i) are referred to as “at-risk” ABAWDs.*

a) Is the State agency pledging to offer qualifying activities to all at-risk ABAWDs?

Yes (Complete the rest of this section.)

No (Skip to Section G: Component Detail.)

**Table F.I. Pledge Assurances**

<b>Check the box to indicate that the State agency understands and agrees to comply with the following provisions, per 7 CFR 273.7(d)(3).</b>	<b>Check Box</b>
The State agency will use the pledge funds to defray the costs of offering every at-risk ABAWD a slot in a qualifying component.	<input type="checkbox"/>
The cost of serving at-risk ABAWDs is not an acceptable reason for failing to live up to the pledge. The State agency will make a slot available and the ABAWD must be served even if the State agency exhausts all of its 100 percent Federal funds and must use State funds.	<input type="checkbox"/>
While a participating State agency may use a portion of the additional funding to provide E&T services to ABAWDs who are not at-risk, the State agency guarantees that at-risk ABAWDs are provided with opportunities by the State agency <u>each month</u> to remain eligible beyond the 3-month time limit.	<input type="checkbox"/>
The State agency will notify FNS immediately if it realizes that it cannot obligate or expend its entire share of the ABAWD allocated funds, so that FNS may make those funds available to other participating pledge States within the fiscal year.	<input type="checkbox"/>
The State agency will be ready on October 1 <sup>st</sup> to offer and provide qualifying activities and services each month an ABAWD is at-risk of losing their benefits beyond the 3-month time limit.	<input type="checkbox"/>

b) Where will the State agency offer qualifying activities?

Statewide

Limited areas of the State (*Complete questions c and d below.*)

c) Explain why the State agency will offer qualifying activities in limited areas of the State.

ABAWD waiver for parts of the State

Will use discretionary exemptions

Other: Click or tap here to enter text.

d) If the State agency will be offering qualifying activities only in limited areas of the State, please list those localities/areas.

e) How does the State agency identify ABAWDs in the State eligibility system?

f) How does the State agency identify ABAWDs that are at-risk?

g) When and how is the offer of qualifying activities made? Include the process the State agency uses to ensure that at-risk ABAWDs receive an offer of a qualifying component for every month they are at risk, including how the offer is made.

*The next set of questions is intended to establish the State agency's overall capacity and ability to serve all at-risk ABAWDs during the fiscal year through the services available in SNAP E&T as well as through other qualifying activities available through other Federal or State employment and training programs. In addition to SNAP E&T components, qualifying activities for ABAWDs include programs that operate outside of SNAP E&T. Such as Optional Workfare programs, WIOA title I programs, programs under Section 236 of the Trade Act of 1974, Veterans employment and training*

*programs offered by the Department of Veterans Affairs or the Department of Labor, and Workforce Partnerships in accordance with 7 CFR 273.7(n).*

- h) What services and activities will be provided through SNAP E&T? (List the components and participant reimbursements.) This should be consistent with the components detailed in Section G, as well as Section E-XIV regarding participant reimbursements.

- i) What services and activities will be provided outside of SNAP E&T? (List the operating program, such as title 1 of WIOA, services and activities.)

- j) To pledge, State agencies must have capacity to offer a qualifying activity to every at-risk ABAWD for every month they are at-risk. What is the State agency’s plan if more ABAWDs than expected choose to take advantage of the offer of a qualifying activity? For instance, how will the State agency ensure the availability of more slots? What steps has the State agency taken to guarantee a slot through agreements or other arrangements with providers?

**Table F.II. Information about the size of the ABAWD population**

Question	Number
I. How many ABAWDs did you serve in E&T in the previous FY?	
II. How many SNAP recipients are expected to be ABAWDs this fiscal year? This should be an unduplicated count. If an individual is an ABAWD at any time during the fiscal year, they would be counted only once. Note: This should be consistent with the projected number of ABAWDs shown on Table H row 11 in the Excel Workbook.)	
III. How many ABAWDs will meet the criteria of an at-risk ABAWD? This should be an unduplicated count. If an individual is an at-risk ABAWD at any time during the fiscal year, they would be counted only once. (Note: This should be consistent with the projected number of at-risk ABAWDs shown on Table H row 14 in the Excel Workbook.)	

Question	Number
IV. Number of at-risk ABAWDs averaged monthly? This should be annual total from line (III) divided by 12.	

**Table F.III. Available Qualifying Activities**

When considering all the qualifying activities that the pledging State agency intends to offer to at-risk ABAWDs, provide a projected estimate for each category below.

	Expected average monthly slots available to at-risk ABAWDs	Expected average monthly slots offered to at-risk ABAWDs	Expected monthly at-risk ABAWD participation for plan year
SNAP E&T			
All other programs outside of SNAP E&T			
Total slots across all qualifying activities			

**Table F.IV. Estimated cost to fulfill the pledge**

	Value
I. What is the projected total cost to serve all at-risk ABAWDs in your State?	
II. Of the total in (I), what is the total projected administrative costs of E&T?	
III. Of the total in (I), what is the total projected costs for participant reimbursements in E&T?	

k) Explain the methodology used to determine the total cost to fulfill the pledge.

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## G. Component Detail

*The goal of this section is to provide a comprehensive description of E&T program components and activities that the State agency will offer. A State agency's E&T program must include one or more of the following components: supervised job search; job search training; workfare; work experience or training; educational programs; self-employment activities; or job retention services. The State agency should ensure that the participation levels indicated in this section align with other sections of the State Plan, such as the projected participant levels in Section H – Estimated Participant Levels.*

*Complete the following questions for each component that the State agency intends to offer during the fiscal year.*

### I. Non-Education, Non-Work Components

Complete the tables below with information on each non-education, non-work component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Summary of the State guidelines implementing supervised job search (applies to SJS only).** This summary of the State guidelines, at a minimum, must describe: The criteria used by the State agency to approve locations for supervised job search, an explanation of why those criteria were chosen, and how the supervised job search component meets the requirements to directly supervise the activities of participants and track the timing and activities of participants.
- **Direct link (applies to SJS only).** Explain how the State agency will ensure that supervised job search activities will have a direct link to increasing the employment opportunities of individuals engaged in the activity (i.e. how the State agency will screen to ensure individuals referred to SJS are job ready and how the SJS program is tailored to employment opportunities in the community).
- **Description of the component (applies to JST, SET, and Workfare).** Provide a brief description of the activities and services.
  - **For JR Only:** Provide a summary of the activities and services. Include a description of how the State will ensure services are provided for no less 30 days and no more than 90 days.



- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs

**Table G.I. Non-Education, Non-Work Component Details: Supervised Job Search**

Details	Supervised Job Search (SJS)
<p>Summary of the State guidelines implementing SJS</p>	<p>Supervised Job Search must be conducted at State approved locations. State approved locations include IMPACT sites housed at DFR local offices, as well as public libraries, and Work One locations. Supervised job search using virtual tools is also approved where appropriate for the participant. Public libraries and Work One locations are open to the public and offer access to the Internet and computer workstations and serve as an alternative approved location for participants to job search remotely if access to a computer or internet service is not available at home.</p> <p>Career Coaches (case managers) and the Business Solutions Team use the assessment and self-sufficiency plan to guide participants in connecting with employers that are hiring in the community and provide meaningful, sustainable employment appropriate for the participant's skills and interests. Career Coaches assist participants to contact potential employers by phone, e-mail, web application, or in person. SNAP participants record this information on the Job Search Worksheet through their benefit portal, which is used to track time spent and activities performed related to supervised job search. If the participant does not have computer access, they can use a computer at the local IMPACT office, Work One location, or the local library. Participants may also complete the Job Search Worksheet by paper to submit to their career coach.</p> <p>ABAWDs scheduled for CWEP can participate in Supervised Job Search as part of the CWEP component. Supervision of Job Search is provided by Equus Career Coaches. Career Coaches monitor and verify job search via weekly meetings with participants, which may occur in person or via telephone. As part of that weekly meeting, Career Coaches and participants review the status of the participant's job search; review recent applications and their alignment with the participant's experience, skills, and education; suggest opportunities or strategies which may be better suited to the individual; discuss any challenges or barriers the participant is encountering; and provide supportive services as needed.</p>
<p>Direct link</p>	<p>Each participant works with their career coach to create a Self Sufficiency Plan (SSP) and is assigned to supervised</p>

	<p>job search only if it is determined appropriate to help them reach their employment goals. Participants who are work-ready (as determined by assessment), recently unemployed, or prefer supervised job search in conjunction with other components will be assigned to Supervised Job Search.</p> <p>Supervised job search alone is not a qualifying component to meet the ABAWD work requirement but may only be an acceptable activity when offered as part of other E&amp;T components and comprises less than half the total time spent in components.</p> <p>Once assigned to Supervised Job Search, job seeking participants complete a Career Pathways Explorer (CPE) assessment. CPE is a visual personality assessment that asks job seekers to go through a series of images and captions to determine personality traits, to see how they match career and best work environments. The tool ties into the U.S. Department of Labor to show individuals how they match to over 1,100 careers. Each career is presented with a robust profile that lets job seekers explore average salary, projected growth, and which personality traits are represented in those who find the most success in that career.</p> <p>SNAP participants assigned to SJS are referred to the Business Solutions Team (BST). The BST utilizes their connections with employers that have immediate vacancies to assist participants in finding employment based on their skills and interests. The BST builds relationships with local employers, particularly those in in-demand employment sectors with a high probability of success for our participants. They also work with participants to connect them to appropriate local employers through job fairs and one-on-one job matching. As part of Supervised Job Search the Career Coaches and the BST help to prepare the individual for these immediate employment opportunities through resume preparation, mock interviews, and career coaching.</p>
<p>Target population</p>	<p>SNAP Volunteer including ABAWDs and Non ABAWDs</p> <p>Participants who are work ready (as determined by</p>

	assessment), recently unemployed, or prefer job search in conjunction with other components will be referred to supervised job search.
Criteria for participation	SNAP participants who have the skills necessary for employment as determined by their assessment, employment history and education level will be targeted for Supervised Job Search. This may also include individuals who already possess industry recognized skills or significant experience in each job field that prepares them for high demand jobs, or the participant would prefer to look for work instead of pursuing training.
Geographic area	Statewide
E&T providers	Equus workforce solutions
Projected annual participation	1768 SNAP Participants. This number is based on the average for FY2024, with the anticipated increase of more ABAWD participants due to 36-month period in July 2024
Estimated annual component costs	Total Admin Costs of Equus ÷ Projected # of E&T Participants in Component = Estimated Annual Component Cost  \$2,429,449/1,768 Participants = \$1,374/ avg cost per participant

**Table G.II. Non-Education, Non-Work Component Details: Job Search Training**

<b>Details</b>	<b>Job Search Training (JST)</b>
Description of the component	Goodwill: SNAP E&T participants will get assistance with resume building, mock interviews, and their job search through Goodwill Coaches.
Target population	GoodwillNext Program participants will be our primary target population. These are adults with their high school diploma who want to obtain further education through training services. Additional target populations will include individuals Goodwill serves through other Mission programs who are interested in enrolling in industry

	<p>recognized certification programs which align to their career interests.</p> <p>Because of the work we do with education, health, and employment, nearly 10,600 job certifications have been earned since 2010. Additionally, 9,003 individuals were either directly employed by Goodwill or placed in a job in 2023 alone.</p>
Criteria for participation	<p>Participants must be at least age 18 and verified as a current SNAP E&amp;T participant who recently obtained a certification. Ability to participate in the component is based on program enrollment, aligned career interest and a participant's measure of readiness as assessed by the career coach.</p>
Geographic area	<p>The 40 counties in the GCSI territory: Bartholomew, Blackford, Boone, Brown, Carroll, Clark, Clinton, Crawford, Decatur, Delaware, Fayette, Floyd, Grant, Hamilton, Hancock, Harrison, Hendricks, Henry, Howard, Jackson, Jay, Jefferson, Jennings, Johnson, Lawrence, Madison, Marion, Monroe, Montgomery, Morgan, Orange, Randolph, Rush, Scott, Shelby, Tippecanoe, Tipton, Washington, Wayne, White.</p>
E&T providers	<p>Goodwill of Central &amp; Southern Indiana (GCSI) will use a mix of public and proprietary training providers, as well as employer-based training programs. We will work to ensure quality and accountability of providers by prioritizing programs and providers on the Eligible Training Provider List (ETPL), as well as Workforce Ready Grant (WRG) authorized providers</p>
Projected annual participation	<p>Goodwill:                      Anticipated internal goals:                      100% of participants have completed a career/technical education program                      75% of enrolled participants will work with a Goodwill Coach to find employment with an average hourly wage of \$15/hour or higher                      Estimated participants:75</p>
Estimated annual component costs	<p>Goodwill: <math>\\$383,340/75 = \\$5,111.20</math> avg cost per participant</p>

**Table G.III. Non-Education, Non-Work Component Details: Job Retention**

Details	Job Retention (JR)
Description of the component	<p>The job retention component is meant to provide supportive services for at least 30 days and up to 90 days to individuals who have secured employment.</p> <p>Job Retention services are discussed with the participant during their Orientation appointment and subsequent personal contacts between the participant and Career Coach. Career Coaches help participants maintain their employment of at least 20 hours per week at Federal Minimum Wage or greater through monitoring, follow-up contacts, counseling, coaching, referrals to other services, and providing IMPACT supportive services.</p> <p>Goodwill:</p> <p>Goodwill Coaches will follow up and collect pay stub verifications after 30, 60 and 90 days of employment. Coaches will track participant data via case notes and provide supportive services when needed to keep the participant employed.</p>
Target population	<p>SNAP Volunteer including ABAWDs and Non ABAWDs</p> <p>Participants that gain employment after participating in an approved IMPACT component</p> <p>Goodwill:</p> <p>GoodwillNext Program participants will be our primary target population. These are adults with their high school diploma who want to obtain further education through training services. Additional target populations will include individuals Goodwill serves through other Mission programs who are interested in enrolling in industry recognized certification programs which align to their career interests.</p> <p>Because of the work we do with education, health, and employment, nearly 10,600 job certifications have been earned since 2010. Additionally, 9,003 individuals were either directly employed by Goodwill or placed in a job in 2023 alone.</p>
Criteria for participation	Equus:

	<p>SNAP participants must have obtained employment after the completion of SNAP orientation and participating in an allowable SNAP component for at least one hour.</p> <p>Goodwill: Participants must be at least age 18 and verified as a current SNAP E&amp;T participant who recently obtained a certification. Ability to participate in the component is based on program enrollment, aligned career interest and a participant’s measure of readiness as assessed by the career coach.</p>
<p>Geographic area</p>	<p>Equus: Statewide</p> <p>Goodwill: The 40 counties in the GCSI territory: Bartholomew, Blackford, Boone, Brown, Carroll, Clark, Clinton, Crawford, Decatur, Delaware, Fayette, Floyd, Grant, Hamilton, Hancock, Harrison, Hendricks, Henry, Howard, Jackson, Jay, Jefferson, Jennings, Johnson, Lawrence, Madison, Marion, Monroe, Montgomery, Morgan, Orange, Randolph, Rush, Scott, Shelby, Tippecanoe, Tipton, Washington, Wayne, White.</p>
<p>E&amp;T providers</p>	<p>Equus Workforce Solutions</p> <p>Goodwill: Goodwill of Central &amp; Southern Indiana (GCSI) will use a mix of public and proprietary training providers, as well as employer-based training programs. We will work to ensure quality and accountability of providers by prioritizing programs and providers on the Eligible Training Provider List (ETPL), as well as Workforce Ready Grant (WRG) authorized providers.</p>
<p>Projected annual participation</p>	<p>Equus: 253 SNAP Participants This number is based on the average for FY2024, with the anticipated increase of more ABAWD participants due to 36-month period in July 2024 and the metric requirement</p> <p>Goodwill: Anticipated internal goals:</p> <ul style="list-style-type: none"> <li>● 100% of participants have completed a career/technical education program</li> <li>● 75% of enrolled participants will be employed with an average hourly wage of \$15/hour or higher</li> </ul> <p>Estimated SNAP participants:75</p>

Estimated annual component costs	\$2,812,788.57 (total of Equus and Goodwill contracts)/328 participants = \$8,576 avg cost per participant
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**Table G.IV. Non-Education, Non-Work Component Details: Self-Employment Training**

Details	Self-Employment Training (SET)
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A



**Table G.V. Non-Education, Non-Work Component Details: Workfare**

Details	Workfare (W)
Description of the component	<p>In lieu of wages, workfare participants receive compensation in the form of their household’s monthly SNAP allotment. The number of hours will not exceed the number of hours in a month determined by dividing the household’s monthly SNAP allotment by the Federal minimum wage. SNAP participants will be scheduled for workfare, known in Indiana as Community Work Experience (CWEP) based on the CWEP formula. The primary goal of workfare is to improve soft skills and employability and encourage individuals to move into regular employment while returning something of value to the community. CWEP activities are assigned by Equus Career Coaches based on the SSP, the qualifications, and the interests of the participant. Equus monitors placements to assess progress, with the goal of supporting participants in finding employment in three months or less. Equus maintains and administers contracts with CWEP providers.</p>
Target population	<p>SNAP volunteers, including ABAWD’s and NON-ABAWD’s, who have little or no work experience or who have been out of the workforce due to incarceration or other reasons.</p>
Criteria for participation	<p>Based on the SNAP participant’s assessment, if the participant has little or no work experience, or has been out of the workforce for an extended period due to incarceration or other reasons and requires a reintroduction to the workforce.</p>
Geographic area	<p>Statewide</p>
E&T providers	<p>Equus Workforce Solutions has signed agreements with more than 120 Community Work Experience Program (CWEP) providers, serving all 92 counties in Indiana.</p>
Projected annual participation	<p>66 SNAP Participants                      This number is based on the average for FY2024, with the anticipated increase of more ABAWD participants due to 36-month period in July 2024.</p>

Indiana FFY25

Estimated annual	\$2,429,448.57/66=\$36,809.82 avg cost per participant
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## II. Educational Programs

Complete the tables below with information on each educational program component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.
- **Not supplanting:** Federal E&T funds used for activities within the education component must not supplant non-Federal funds for existing educational services and activities. For any education activities, provide evidence that costs attributed to the E&T program are not supplanting funds used for other existing education programs.
- **Cost parity:** If any of the educational services or activities are available to persons other than E&T participants, provide evidence that the costs charged to E&T do not exceed the costs charged for non-E&T participants (e.g. comparable tuition).

**Table G.VI. Educational Program Details: Basic/Foundational Skills Instruction**

<b>Details</b>	<b>Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB)</b>
Description of the component	<p>Adult Basic Education (ABE) is educational training directly related to employment. Instruction is designed to improve a participant’s reading and math skills (at least to an 8.9 grade level) and enhance basic academic and life skills competencies.</p> <p>High School Equivalency (HSE) provides participants without a high school diploma with an alternative credential that allows them to qualify for a wider range of employment opportunities. For participants in need of an HSE or equivalent, IMPACT can refer them to preparation programs and help pay for exam fees.</p>
Target population	<p>SNAP Volunteer including ABAWDs and Non ABAWDs who would benefit from earning their high school equivalency or increase in base or foundational skills.</p>
Criteria for participation	<p>The participant’s interest, assessment, educational attainment, and literacy/numeracy levels will indicate if this component is appropriate.</p>
Geographic area	<p>Statewide</p>
E&T providers	<p>Equus: Approved community organizations</p>
Projected annual participation	<p>Equus: 41 SNAP Participants                      This number is based on the average for FY2024, with the anticipated increase of more ABAWD participants due to 36-month period in July 2024</p>
Estimated annual component costs	<p>Equus: <math>\\$2,429,448.57/41 = \\$59,254.84</math> avg cost per participant</p>
Not supplanting	<p>N/A Participants are referred to local community organizations that offer the courses for free</p>

Cost parity	N/A Participants are referred to local community organizations that offer the courses for free
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**Table G.VII. Educational Program Details: Career/Technical Education Programs or other Vocational Training**

Details	Career/Technical Education Programs or other Vocational Training (EPC)
Description of the component	<p>Vocational Training (VOCTRN) includes short-term educational programs where individuals prepare for employment in current or emerging occupations requiring training.</p> <p>Job Skills Training (JOBTRN/JST) is training, or education directed toward gaining a specific skill to obtain employment, or to advance or adapt to the changing demands of a participant’s current employment.</p> <p>Goodwill:</p> <p>Goodwill changes lives every day by empowering people to increase their independence and reach their potential through education, health and employment. Goodwill will identify participants from Mission programs who are interested in participating in job training, with the majority of individuals coming through GoodwillNext.</p> <p>GoodwillNext serves our retail employees, students and community members who are adults with their high school diploma. GoodwillNext works in partnership with Goodwill’s other Mission programs. Participants 18 years and older will be targeted for SNAP E&amp;T participation. GoodwillNext coaches work with participants to provide employment, job training, education, coaching and support services to help them achieve their career goals. Participants are assessed for alignment of career interest in the training field that they wish to pursue to determine if they are prepared to successfully complete the training and move into employment.</p> <p>Goodwill helps individuals pursue career/technical education in high demand sectors, leveraging a variety of well-vetted training providers, such as: Certified Pharmacy Technician (CPhT), Certified Clinical Medical Assistant (CCMA), Certified Billing and Coding Specialist (CBCS),</p>

	<p>Certified Nursing Assistant (CNA), Heating, Ventilation, &amp; Air Conditioning (HVAC), and Welding.-</p> <p>University of Indianapolis MICI-AHEC:</p> <p>The trainings offered are Certified Nursing Assistant, Qualified Medication Aide, Medical Interpreter, Community Health Worker, Certified Clinical Medical Assistant or Certified Medical Administrative Assistant, Medical Coding</p> <p>Skilled US:</p> <p>Skilled Indiana's CTE Program Offerings Include:</p> <p>Welding: Welders typically start as apprentices, learning welding techniques and safety procedures. With experience and certification from organizations like the American Welding Society (AWS), they can advance to positions such as Welding Inspector, Welding Engineer, or Welding Supervisor.</p> <p>CNC Operator: Certified CNC Operators operate computer-controlled machinery to produce precision parts and components. With additional training and certification from organizations like the National Institute for Metalworking Skills (NIMS), they can advance to roles such as CNC Programmer or CNC Machinist.</p> <p>Construction Manager: Construction Managers oversee construction projects from planning to completion. Certification from organizations like the Construction Management Association of America (CMAA) or the Project Management Institute (PMI) can lead to career advancement as Senior Construction Managers, Project Directors, or even starting their own construction firms.</p> <p>Medical Assistant: Medical Assistants support healthcare professionals in clinical and administrative tasks. With certification from organizations like the American Association of Medical Assistants (AAMA) or the National Healthcareer Association (NHA), they can advance to roles such as Medical Office Manager, Medical Administrator, or Nurse Practitioner.</p>
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	<p><b>Pharmacy Tech Assistant: Pharmacy Technician Assistants</b> assist pharmacists in dispensing medications and managing inventory. Certification from the Pharmacy Technician Certification Board (PTCB) or the National Healthcareer Association (NHA) can lead to career advancement as Certified Pharmacy Technicians or Pharmacy Managers.</p> <p><b>Advanced Manufacturing Technologist: Advanced Manufacturing Technologists</b> work with cutting-edge technologies to improve manufacturing processes and product quality. Certification from organizations like the Manufacturing Skill Standards Council (MSSC) or the Society of Manufacturing Engineers (SME) can lead to roles as Manufacturing Engineers, Quality Control Managers, or Production Supervisors.</p> <p><b>CDL B Driver: CDL B Drivers</b> operate commercial vehicles, such as buses and trucks, to transport goods or passengers. With endorsements and certifications from the Federal Motor Carrier Safety Administration (FMCSA), they can advance to roles as CDL A Drivers, Trucking Fleet Managers, or Transportation Supervisors.</p> <p><b>Second Helpings:</b></p> <p>Second Helpings offers an intensive four module (total of seven weeks if the students complete each module consecutively) Culinary Job Training (CJT) program designed to equip graduates for careers in the foodservice and hospitality industry.</p> <p>The training includes classroom instruction, hands-on kitchen skills development, virtual lectures delivered by industry leaders, site visits, job shadows, and homework. In 2022, Second Helpings retooled the CJT program into modules, creating jumping in and out points for the students so they would not need to start completely over if they needed to pause their training for some reason. In 2024, Second Helpings added the web based Rouxbe Certified Professional Cook coursework to their hands-on training curriculum. The students will have access to the Rouxbe platform after graduation for continued studying and to re-fresh skills when needed. Rouxbe also offers advanced training in baking, seafood, and medically tailored cooking if that is something the graduates are interested in pursuing.</p>
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	<p>The first module (two weeks) is focused on job readiness and durable skills. They complete the nationally recognized ServSafe Food Handler certification in the first two days. The students hear from employers and chefs on topics including job expectations, time management, self-esteem, and career progression. Regions Bank presents financial literacy topics, and they start the process of learning job interview skills and resume writing. A certificate of Job Readiness Training is awarded to students who successfully complete the first module. The second module (two weeks) continues to weave the life skills through the culinary skills they're learning. They take field trips to visit a variety of culinary industry kitchens – health care, hotels, catering, and restaurant kitchens. Their coursework includes the nationally recognized ServSafe Professional Behavior and Harassment certification. The students are also in the kitchen learning knife skills, cooking terms, equipment identification and recipe conversions. The third module (two weeks) focuses on practical skills, more site visits, working on an individual employment plan with our employment specialist, mock interviews, job shadows, and taking the nationally recognized Kitchen Cook certification exam (practical and written) issued by the America Hotel and Lodging Educational Institute. The fourth module (one week) includes a financial literacy lesson on how to decipher your paycheck, a tour of Ivy Tech, and employer visits. Second Helpings graduates are eligible for five credit hours to continue their culinary education at Ivy Tech. Additional services include access to wrap-around service programs through the John Boner Neighborhood Center, a center for working families, or another provider designated by Second Helpings. Included in the tuition rate are instructional materials and supplies, including a professional knife kit for each student to use during class and keep upon graduation. A personal knife kit is often a prerequisite for employment in the industry and providing these tools removes an expense and potential barrier to employment. Students receive daily lunch and those who have additional meal needs beyond those covered by their SNAP or other benefits receive additional nutritious food to take home and the end of each week.</p>
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	<p>Students have regular one-on-one meetings with instructors to discuss program progress, challenges, and career goals.</p> <p>Reimbursable services provided to students include uniforms, textbooks, electronic tablets, access to Rouxbe, testing, and certification fees.</p> <p>Uniforms provided by Second Helpings include Second Helpings tee shirts and hats. Second Helpings will award each student a chef coat at their graduation. All students are required to wear black pants and non-skid shoes, so IMPACT participants will be able to take advantage of clothing allowances included in SNAP supportive services to meet those needs.</p> <p>Testing and certification fees and transportation fees include the two ServSafe certifications, CPR and First Aid, and American Hotel and Lodging Education Institute's Kitchen Cook certificate. Those that successfully complete the Kitchen Cook exam and skills inventory are awarded a pin noting that distinction.</p> <p>Students receive weekly transportation assistance in the form of bus passes or gas cards while they are enrolled in the program. At Second Helpings' discretion, graduates may receive additional transportation and/or food assistance while engaged in a job search or in other adverse situations.</p> <p>Food assistance and post-graduation assistance are covered by Second Helpings' own resources and are not submitted as reimbursable expenses under this grant.</p> <p>Following graduation, participants have continued access to personal employment counseling and career coaching. The graduates are allowed to keep their electronic tablets, giving them greater access to the internet for job searches and job application submissions.</p>
<p>Target population</p>	<p>SNAP Volunteer including ABAWDs and Non ABAWDs</p> <p>University of Indianapolis MICI-AHEC:</p>

	<p>Low-income and economically-disadvantaged individuals who reside in Indianapolis or the state of Indiana. We will be offering our CNA and medical interpreters programs mostly to those in Boone, Hamilton, Hancock, Hendricks, Johnson, Madison, Marion, Morgan, and Shelby county. For our CHW program, we will be offering it state-wide.</p> <p>Skilled US:</p> <p>Skilled Indiana's outreach efforts extend to underserved populations, including minorities, immigrants, low-income individuals, and individuals with disabilities.</p> <p>Goodwill:</p> <p>GoodwillNext Program participants will be our primary target population. These are adults with their high school diploma who want to obtain further education through training services. Additional target populations will include individuals Goodwill serves through other Mission programs who are interested in enrolling in industry recognized certification programs which align to their career interests.</p> <p>Goodwill employs nearly 5,000 individuals, of which 61%, or two-thirds, face at least one significant barrier such as a disability, limited education, or a criminal history. Additionally, nearly 67% are within the federal poverty level. Goodwill has been promoting programs to enhance employment for underrepresented populations since inception. Nearly 2,900 of our employees identify as female and nearly 1,950 identify as a Person of Color or Racial/Ethnic minority.</p> <p>Reasonable accommodation will be provided for those with barriers throughout the process.</p> <p>Second Helpings:</p> <p>Second Helpings will accept referrals of IMPACT participants for enrollment in the Culinary Job Training program. Second Helpings will also facilitate "reverse referrals" to the IMPACT program for students and graduates who are SNAP enrollees and may be eligible as voluntary participants by the State IMPACT administration</p>
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	<p>or their designee. Reverse referrals constitute the majority of the IMPACT students served in the last three years.</p> <p>Since the start of Second Helpings' IMPACT participation, the percentage of Culinary Job Training enrollees who report they are receiving SNAP benefits is 55%</p> <p>In the last year our student base has consisted of</p> <ul style="list-style-type: none"> <li>• 55% women</li> <li>• 27% had children under 18 years old</li> <li>• 20% lived in supportive housing</li> <li>• 90% unemployed</li> <li>• 26% criminal history</li> <li>• 38.5 - average age of students</li> </ul> <p>95% were living at 100% and below the poverty level</p>
<p>Criteria for participation</p>	<p>Equus:</p> <p>All Vocational Training programs must be approved by the IMPACT supervisor, career coach, or a designee, in writing. All educational institutions of Vocational Training must be in-state and public. Exceptions may be made for out-of-state or private institutions when an extenuating circumstance exists or a participant who lives in a county which borders another state. There must be reasonable expectation of new or upgraded employment resulting from the training documented in the Self-Sufficiency Plan (SSP).</p> <p>For Family and Social Services Administration (FSSA) funded job skills training, SNAP participants must complete at least 30 days of participation in an activity assigned on the Self- Sufficiency Plan as a condition of approval for training funds.</p> <p>A Career Assessment is assigned by the Career Coach and must be completed for each participant being considered for Job Skills Training (JST). Career Pathways Explorer (CPE) is a visual personality assessment that asks job seekers to go through a series of images and captions to determine personality traits, to see how they match career and best work environments. The tool ties into the U.S. Department of Labor to show individuals how they match to over 1,100 careers. Each career is presented with a robust profile that lets job seekers explore average salary, projected growth, and which</p>

	<p>personality traits are represented in those who find the most success in that career.</p> <p>A Job Skills Training checklist must be completed for each participant being considered for Job Skills Training. All training must be on the list of approved vendors maintained by the Indiana Department of Workforce Development. Once a participant is considered eligible for training and are likely to successfully complete, they are referred to training programs of interest.</p> <p>Department of Family Resources (DFR) must approve all FSSA JST prior to enrollment. The approval can be fast tracked (prior to 30 days of completion of activity) if the participant attends and completes the Pathway to a Brighter Future workshop. Our workshop is an Equus' evidence-informed, employment-focused adult work readiness curriculum that teaches the workplace skills required by employers. Our robust curriculum assists each job seeker in developing customized strategies for finding employment based on their skills. The content contains 4 weeks with more than 40 hours of job readiness material total. It is a "living" curriculum and is continuously being updated to stay relevant to the needs of today's job seekers. Facilitators offer interactive workshops at the IMPACT offices and host virtual sessions to provide more comprehensive services in under-reached areas.</p> <p>For the 50/50 training program, SNAP participants must be engaged with the IMPACT E&amp;T program by attending orientation, completing an assessment and self-sufficiency plan (SSP). This must be executed prior to enrollment in training with a 50/50 third party partner.</p> <p>Goodwill:</p> <p>Participants must be at least age 18 and verified as a current SNAP recipient. Ability to participate in the component is based on program enrollment, aligned career interest and a participant's measure of readiness as assessed by the career coach.</p> <p>University of Indianapolis MICI-AHEC: GED, High School diploma or HSE</p>
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	<p>Skilled US:</p> <p>Once a participant's needs are identified, Skilled Indiana utilizes our case management processes to determine how best to meet the candidate's needs. This may involve aligning educational opportunities to suit their level of proficiency or providing additional support services as needed. This process ensures a clear understanding of learning disabilities and barriers to employment, which can then be addressed and overcome through various means. Students do not need any prior knowledge or experience to enter the program.</p> <p>Second Helpings:</p> <p>Potential students need to be at least 18 years old, unemployed or underemployed, pass a basic math and reading assessment, be able to stand for eight hours and be able to lift 30 pounds, and have a real desire to work in the hospitality industry.</p> <p>Reasonable accommodations are made for disabilities</p>
<p>Geographic area</p>	<p>Equus: Statewide</p> <p>Goodwill:</p> <p>The 40 counties in the GCSI territory: Bartholomew, Blackford, Boone, Brown, Carroll, Clark, Clinton, Crawford, Decatur, Delaware, Fayette, Floyd, Grant, Hamilton, Hancock, Harrison, Hendricks, Henry, Howard, Jackson, Jay, Jefferson, Jennings, Johnson, Lawrence, Madison, Marion, Monroe, Montgomery, Morgan, Orange, Randolph, Rush, Scott, Shelby, Tippecanoe, Tipton, Washington, Wayne, White.</p> <p>Skilled US:</p> <p>Regions 1, 3, 5, 10, 11, and 12. In addition, in Region 2, we will serve Elkhart and Kosciusko counties. In Region 4, we will serve Miami and Howard counties.</p> <p>Second Helpings: Marion county and the surrounding areas</p>
<p>E&amp;T providers</p>	<p>Equus: Approved education providers</p> <p>Goodwill:</p> <p>Goodwill of Central &amp; Southern Indiana (GCSI) will use a mix of public and proprietary training providers, as well as</p>

	<p>employer-based training programs. We will work to ensure quality and accountability of providers by prioritizing programs and providers on the Eligible Training Provider List (ETPL), as well as Workforce Ready Grant (WRG) authorized providers.</p> <p>University of Indianapolis MICI-AHEC:</p> <p>We work with Hardon Education, LUNA and Memba Institute</p> <p>Skilled US:</p> <p>KLR Medical Certification Training School, C1 Truck Driver Training, Catapult by Conexus, Purdue Global, Per Scholas, Hardon Educational Institute, Indiana School of Phlebotomy, STAR Training, Launch Hope Foundation, Dental Office Training by Lynn, Hope Training Center, Faith Healthcare and Training, AC/C Tech, RESQ Health and Safety Training, Latinas Welding Guild, Tucker Realty, Ed2go, Penn Foster, Raptor Drone Academy, and Marian University.</p> <p>Second Helpings: Second Helpings</p>
<p>Projected annual participation</p>	<p>Equus:</p> <p>298 SNAP Participants This number is based on the average for FY2024, with the anticipated increase of more ABAWD participants due to 36-month period in July 2024.</p> <p>Goodwill:</p> <p>100</p> <p>Anticipated internal goals:</p> <ul style="list-style-type: none"> <li>● 100% of participants will enroll in a career/technical education program</li> <li>● 75% of enrolled participants will complete the program</li> <li>● Participants who complete a program will be employed with an average hourly wage of \$15/hour or higher</li> </ul> <p>University of Indianapolis MICI-AHEC:</p>

	<p>36</p> <p>Skilled US:80</p> <p>Second Helpings:</p> <p>45 participants</p> <ul style="list-style-type: none"> <li>• 75% of the participants will receive Job Readiness Certificate.</li> <li>• 80% of the participants will earn the ServSafe and/or Kitchen Cook certificate</li> <li>• 60% of the participants will graduate from the full seven-week program.</li> <li>• The average initial hourly wage for participants who graduate from the full seven-week program will be \$15 or above.</li> </ul>
<p>Estimated annual component costs</p>	<p>Equus:</p> <p><math>\\$2,429,448.57/298=\\$8,152.51</math> avg cost per participant</p> <p>Goodwill:</p> <p>Avg of <math>\\$2,700*100=\\$270,000</math> for certifications</p> <p>University of Indianapolis MICI-AHEC:</p> <p><math>\\$3000</math> (total cost per participant) x 36 participants = <math>\\$108,000</math></p> <p>Skilled US: 85 Students @ <math>\\$3200</math> Average Occupational Training Costs =<math>\\$272,000</math></p> <p>Second Helpings: <math>\\$32,400</math></p>
<p>Not supplanting</p>	<p>Goodwill:</p> <p>Funding for the career/technical education program will be provided through philanthropic support, which includes: charitable donations, corporate donations, private foundation grants, other partners who provide training at no cost to participants, state sponsored job training initiatives and Community Development Block Grant (CDBG) funds.</p> <p>University of Indianapolis MICI-AHEC:</p>

	<p>Funding for the career training educational programs will be provided through philanthropic support which includes charitable donations.</p> <p>Skilled US:</p> <p>Funding for Skilled Indiana's EPB program will be supplemented by philanthropic and foundational support. We will follow our approved itemized budget closely to ensure clear allocation of funds.</p> <p>Second Helpings:</p> <p>Tuition is reimbursed at 50% of the total cost. The additional funding for the training will be provided through individual charitable donations, corporate donations, private foundation grants, a CDBG grant through EmployIndy, and proceeds from the Second Helpings' endowment.</p>
<p>Cost parity</p>	<p>Goodwill:</p> <p>All the participants that we refer to career/technical education providers charge Goodwill the same amount for every student based on their individual program cost. This does not change based on their E&amp;T eligibility</p> <p>University of Indianapolis MICI-AHEC:</p> <p>All the participants that go through the program or that we refer to the career educational program providers charge us the same amount for every student based on their individual program, this does not change based on their E&amp;T eligibility.</p> <p>Skilled US:</p> <p>Student costs for our programs are the same for both SNAP E&amp;T participants and those students that do not receive SNAP E&amp;T funding support.</p> <p>Second Helpings:</p> <p>The Culinary Job Training classes are open to both IMPACT participants and other eligible members of the greater Indianapolis community. All students in the Second Helpings Culinary Job Training program are given the same textbooks, electronic devices, uniforms, access to</p>



	certifications and other services whether they participate in the IMPACT program or not.
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**Table G.VIII. Educational Program Details: English Language Acquisition**

Details	English Language Acquisition (EPEL)
Description of the component	<p>EPEL is defined as instruction in English for those whose native language is not English. These participants need assistance with speaking, reading, writing, and comprehending the English language to increase employability.</p> <p>Skilled US:</p> <p>Our approach to EL acquisition is data-driven, based on feedback from community members through surveys, focus groups, and interviews. This feedback helps us identify areas where additional support is needed to overcome language barriers. By listening to the voices of our community, we can tailor our English language acquisition programs to meet the unique needs and challenges of our learners effectively.</p> <p>Following the overall community EL needs assessment, we identify the English language needs of all potential PLA U participants and take proactive steps to connect them with our community partner, Indy Reads. Through this partnership, individuals have access to resources and support to obtain a High School Equivalency Diploma (HSE), attend English Language Learner (ELL) courses, and pursue workforce certifications.</p>
Target population	<p>SNAP Volunteer including ABAWDs and Non ABAWDs who lack English language proficiency</p> <p>Skilled US:</p> <p>Skilled Indiana's outreach efforts extend to underserved populations, including minorities, immigrants, low-income individuals, and individuals with disabilities.</p>
Criteria for participation	<p>The participant's language barriers and literacy levels will indicate if this component is appropriate for the participant.</p>

	<p>Skilled US:</p> <p>Once a participant's needs are identified, Skilled Indiana utilizes our case management processes to determine how best to meet the candidate's needs. This may involve aligning educational opportunities to suit their level of proficiency or providing additional support services as needed. This process ensures a clear understanding of learning disabilities and barriers to employment, which can then be addressed and overcome through various means. Students do not need any prior knowledge or experience to enter the program.</p>
Geographic area	<p>Statewide</p> <p>Skilled US:</p> <p>1, 3, 5, 10, 11, and 12. In addition, in Region 2, we will serve Elkhart and Kosciusko counties. In Region 4, we will serve Miami and Howard counties</p>
E&T providers	<p>Approved community organizations</p> <p>Skilled US:</p> <p>Indy Reads; In House</p>
Projected annual participation	<p>12 SNAP Participants</p> <p>This number is based on the average for FY2024, with the anticipated increase of more ABAWD participants due to 36-month period in July 2024.</p> <p>Skilled US:</p> <p>30 participants</p>
Estimated annual component costs	<p>Skilled US:</p> <p>30 Students @ \$341 for ESL, ELL (30=\$10,230)</p>
Not supplanting	<p>Skilled US:</p> <p>Funding for Skilled Indiana's EPB program will be supplemented by philanthropic and foundational support. We will follow our approved itemized budget closely to ensure clear allocation of funds.</p>
Cost parity	<p>Skilled US: Student costs for our programs are the same for both SNAP E&amp;T participants and those students that do not receive SNAP E&amp;T funding support.</p>

**Table G.IX. Educational Program Details: Integrated Education and Training/Bridge Programs**

Details	Integrated Education and Training/Bridge Programs (EPIE)
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Not supplanting	N/A
Cost parity	N/A

**Table G.X. Educational Program Details: Work Readiness Training**

Details	Work Readiness Training (EPWRT)
Description of the component	<p>Enhances the job readiness of SNAP participants by providing instruction in job seeking skills, including workshops to practice completing job applications, resume development, and interviewing techniques.</p> <p>Our Pathway to a Brighter Future workshop is an Equus' evidence-informed, employment-focused adult work readiness curriculum that teaches the workplace skills required by employers. Our robust curriculum assists each job seeker in developing customized strategies for finding employment based on their skills. The content contains 4 weeks with more than 40 hours of job readiness material total. It is a "living" curriculum and is continuously being updated to stay relevant to the needs of today's job seekers. Facilitators offer interactive workshops at the IMPACT offices and host virtual sessions to provide more comprehensive services in under-reached areas</p>

	<p>Skilled US:</p> <p><b>Workforce Preparation Activities</b> such as: Resume building, interview preparation, and soft skills development workshops to enhance students' readiness for the workforce; Personalized career counseling and guidance to help students align their educational and career goals; Assistance and support for obtaining relevant certifications and credentials; Time management and organizational skills, conflict resolution and teamwork, workplace culture and ethics and digital literacy.</p>
<p>Target population</p>	<p>SNAP Volunteer including ABAWDs and Non ABAWDs</p> <p>Skilled US:</p> <p>Skilled Indiana's outreach efforts extend to underserved populations, including minorities, immigrants, low-income individuals, and individuals with disabilities.</p>
<p>Criteria for participation</p>	<p>The completion of Orientation, Assessment and Self-Sufficiency Plan (OAS) and Career Pathway Explorer employability assessment.</p> <p>Career Pathways Explorer (CPE) is a visual personality assessment that asks job seekers to go through a series of images and captions to determine personality traits, to see how they match career and best work environments. The tool ties into the U.S. Department of Labor to show individuals how they match to over 1,100 careers. Each career is presented with a robust profile that lets job seekers explore average salary, projected growth, and which personality traits are represented in those who find the most success in that career.</p> <p>Skilled US:</p> <p>Once a participant's needs are identified, Skilled Indiana utilizes our case management processes to determine how best to meet the candidate's needs. This may involve aligning educational opportunities to suit their level of proficiency or providing additional support services as needed. This process ensures a clear understanding of learning disabilities and barriers to employment, which can then be addressed and overcome through various means.</p>

	Students do not need any prior knowledge or experience to enter the program.
Geographic area	Statewide Skilled US: 1, 3, 5, 10, 11, and 12. In addition, in Region 2, we will serve Elkhart and Kosciusko counties. In Region 4, we will serve Miami and Howard counties.
E&T providers	Equus Workforce solutions Skilled US
Projected annual participation	514 SNAP Participants This number is based on the average for FY2024, with the anticipated increase of more ABAWD participants due to 36-month period in July 2024 Skilled US: 85 participants
Estimated annual component costs	Skilled US: 85 Students @ \$150 for Resume Fox and Job Readiness Software licenses (85=\$12,750)
Not supplanting	Funding for Skilled Indiana's EPB program will be supplemented by philanthropic and foundational support. We will follow our approved itemized budget closely to ensure clear allocation of funds.
Cost parity	Student costs for our programs are the same for both SNAP E&T participants and those students that do not receive SNAP E&T funding support.

**Table G.XI. Educational Program Details: Other**

<b>Details</b>	<b>Other (EPO): State agency must provide description</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A

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Projected annual participation	N/A
Estimated annual component costs	N/A
Not supplanting	N/A
Cost parity	N/A

### III. Work Experience (WE)

*Work experience is divided into two subcomponents per 7 CFR 273.7(e)(2)(iv): Work activity (WA) and Work-based learning (WBL). WBL activities like internships, apprenticeships, and on-the-job training, among others, may provide wages subsidized by the E&T program. In order to capture information about WBL activities that may be subsidized or unsubsidized by E&T, there are two sets of tables below for each kind of WBL activity – the first group of tables are for activities not subsidized by E&T (e.g. Work-based learning – Internships) and the second group of tables are for activities subsidized by E&T (e.g. Work-based learning – Internships - Subsidized by E&T). Note that subsidized means programs where E&T funding is used to subsidize wages of participants. Subsidized in this context does not mean programs where participants receive a subsidized wage from another source.*

#### Work Activity and Unsubsidized WBL Components

Complete the tables below with information on Work Activity and each unsubsidized WBL component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.

**Table G.XII. Work Experience: Work Activity**

<b>Details</b>	<b>Work Activity (WA)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A

**Table G.XIII. Work Experience: Internship**

<b>Details</b>	<b>Internship (WBLI)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A



**Table G.XIV. Work Experience: Pre-Apprenticeship**

<b>Details</b>	<b>Pre-Apprenticeship (WBLPA)</b>
Description of the component	Pre-Apprenticeship is a combination of on-the-job training and related instruction in which workers learn the practical and theoretical aspects of a skilled occupation. Pre-apprenticeship programs provide individuals with the basic and technical skills necessary to enter an apprenticeship program and should be directly linked to an apprenticeship program.
Target population	SNAP Volunteer including ABAWDs and Non ABAWDs
Criteria for participation	SNAP participants must remain engaged with the IMPACT program to enroll in the pre-apprenticeship programs. Specific employers may have requirements for their pre-apprenticeship programs. Appropriateness will be determined on a case-by-case basis following the requirements of the program and based on participant's interest.
Geographic area	Statewide
E&T providers	Approved community partners and/or employers
Projected annual participation	15 SNAP Participants This number is based on increased apprenticeship efforts for FY2025 and the anticipation of bringing more participants in due to outreach and marketing efforts.
Estimated annual component costs	\$2,429,448.57/15=\$161,963.24 avg cost per participant

**Table G.XV. Work Experience: Apprenticeship**

<b>Details</b>	<b>Apprenticeship (WBLA)</b>
Description of the component	Apprenticeship is a combination of on-the-job training and related instruction in which workers learn the practical and theoretical aspects of a skilled occupation. Apprenticeship programs can be sponsored by individual employers, joint employers, and labor groups, and/or employer associations.
Target population	SNAP Volunteer including ABAWDs and Non ABAWDs
Criteria for participation	SNAP participants must remain engaged with the IMPACT program to enroll in the apprenticeship programs. Specific employers may have requirements for their apprenticeship programs. Appropriateness will be determined on a case-by-case basis following the requirements of the program and based on participant's interest.

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Geographic area	Statewide
E&T providers	Approved community partners and/or employers
Projected annual participation	15 SNAP Participants This number is based on increased apprenticeship efforts for FY2025 and the anticipation of bringing more participants in due to outreach and marketing efforts.
Estimated annual component costs	$\$2,429,448.57/15=\$161,963.24$ avg cost per participant

**Table G.XVI. Work Experience: On-the-Job Training**

<b>Details</b>	<b>On-the-Job-Training (WBLOJT)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A

**Table G.XVII. Work Experience: Transitional Jobs**

<b>Details</b>	<b>Transitional Jobs (WBLTJ)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A

**Table G.XVIII. Work Experience: Work-based learning - Other**

<b>Details</b>	<b>Work-based learning - Other (WBLO): State agency must provide description</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A

## Subsidized WBL Components

For assistance with developing the State’s E&T SWBL budget, please refer to the optional SWBL tool on the Operating Budget Excel Workbook.

For all of the included subsidized components, the State agency attests to the following:	Check Box
Will pay the individual a wage at least equal to the State or Federal minimum wage, whichever is higher.	<input type="checkbox"/>
Operates in compliance with all applicable labor laws.	<input type="checkbox"/>
Will not displace or replace existing employment of individuals not participating in E&T.	<input type="checkbox"/>
Provides the same benefits and working conditions as non-E&T participants doing comparable work for comparable hours.	<input type="checkbox"/>

Complete the tables below with information on each subsidized WBL component that the State agency intends to offer during the fiscal year. **If the State does not plan to offer one of the components in the table, please leave the cells blank.** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.
- **Length of time the SWBL will run.** Indicate the maximum number of hour participants can receive SWBL (e.g. 300 hours). Indicate if there is variation in how many hours will be offered to participants.
- **What other administrative costs, if any, will be associated with the SWBL.** Examples include workers compensation, payroll taxes paid by the employer, and costs, direct or indirect costs associated with training and administering the SWBL.

**Table G.XIX. Subsidized Work Experience: Internship – Subsidized by E&T**

<b>Details</b>	<b>Internship – Subsidized by E&amp;T (WBLI - SUB)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Length of time the SWBL will run	N/A
Other administrative costs associated with SWBL	N/A

**Table G.XX. Subsidized Work Experience: Pre-Apprenticeship– Subsidized by E&T**

<b>Details</b>	<b>Pre-Apprenticeship– Subsidized by E&amp;T (WBLPA-SUB)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Length of time the SWBL will run	N/A
Other administrative costs associated with SWBL	N/A

**Table G.XXI. Subsidized Work Experience: Apprenticeship – Subsidized by E&T**

<b>Details</b>	<b>Apprenticeship – Subsidized by E&amp;T (WBLA- SUB)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Length of time the SWBL will run	N/A
Other administrative costs associated with SWBL	N/A

**Table G.XXII. Subsidized Work Experience: Transitional Jobs – Subsidized by E&T**

<b>Details</b>	<b>Transitional Jobs – Subsidized by E&amp;T (WBLTJ - SUB)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Length of time the SWBL will run	N/A
Other administrative costs associated with SWBL	N/A

**Table G.XXIII. Subsidized Work Experience: Work-based learning - Other - Subsidized by E&T**

<b>Details</b>	<b>Work-based learning - Other -Subsidized by E&amp;T (WBLO - SUB): State agency must provide description)</b>
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Length of time the SWBL will run	N/A
Other administrative costs associated with SWBL	N/A



## H. Estimated Participant Levels

*Complete the Estimated Participant Levels sheet in the Excel Workbook projecting participation in E&T for the upcoming Federal FY. Use the numbers in the Excel Workbook as a reference to answer the question below.*

- a) If less than 20% of E&T participants are expected to receive participant reimbursements, please provide an explanation.

N/A
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## I. Contracts/Partnerships

*For each partner/contractor that receives more than 10% of the E&T operating budget, complete the table below. If all partners receive less than 10% of the budget, provide the information in the table for the five providers who receive the largest total amount of E&T funding. Partners are the entities that the State agency has contracted with or has agreements (MOUs or MOUAs) with for the delivery of E&T services. All partner contracts must be available for inspection by FNS as requested. (Note: All E&T partners and contracts will be included in the Contract and Partnership Matrix in the Operating Budget Excel Workbook.)*

**Table I.I. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	<b>Equus</b>
<b>Service Overview:</b>	<p>IMPACT E&amp;T Provider</p> <p>Equus Workforce Solutions is Indiana’s statewide vendor who implements the IMPACT program that serves all 92 counties. Indiana’s SNAP E&amp;T program is voluntary and offers all SNAP recipients the ability to take advantage of E&amp;T services and associated supportive services. The program is poised to serve all interested SNAP recipients by offering trauma informed case management that can meet a participant where they are. These services include a comprehensive career assessment that provides a direct match to careers based on the participants' unique personality, Pathway to a Brighter Future workshop, and a LinkedIn Learning library with 13,000+ courses that drives engagement through a learning experience that is personalized and social. Credentialed job skills training is offered to those who would like to advance into a career with growth potential. Equus Workforce Solutions works with local/regional employers and the information provided by the state workforce agency to identify high need areas of employment and areas of high job growth. Our Business Solutions team meets with local employers and training providers in various areas of the state to cultivate relationships and to learn what they are looking for in employees</p>

<b>Contract or Partner Name:</b>	<b>Equus</b>
	to help refer SNAP recipients to a successful career pathway.
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Components Offered:</b>	<ul style="list-style-type: none"> <li>• Supervised Job Search (SJS),</li> <li>• Job Retention (JR),</li> <li>• Workfare (W), Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB),</li> <li>• Career/Technical Education Programs or other Vocational Training (EPC),</li> <li>• English Language Acquisition (EPEL),</li> <li>• Work Readiness Training (EPWRT),</li> <li>• Pre-Apprenticeship (WBLPA),</li> <li>• Apprenticeship (WBLA)</li> </ul>
<b>Credentials Offered:</b>	N/A
<b>Participant Reimbursements Offered:</b>	<ul style="list-style-type: none"> <li>• Childcare,</li> <li>• Transportation,</li> <li>• Clothing,</li> <li>• FSSA Job Skills Training,</li> <li>• High School Equivalency test,</li> <li>• Vehicle Repair,</li> <li>• Driver's License,</li> <li>• Drug Testing,</li> <li>• Birth Certificate,</li> <li>• Background Check.</li> </ul>
<b>Location:</b>	Statewide
<b>Target Population:</b>	SNAP Volunteers including ABAWDs and Non ABAWDs
<b>Monitoring of contractor:</b>	The state's ongoing oversight procedures are in place to monitor contractors' performance. IMPACT Central Office staff review a statistical sample of SNAP claims monthly prior to payment. Claims are either approved or denied based on whether the claims meet the contract requirements. Central Office staff also conduct regular monthly case record reviews of approximately 45 SNAP IMPACT cases. The goal is to determine correctness of services and billable payment points in addition to customer service.

<b>Contract or Partner Name:</b>	<b>Equus</b>
<b>Ongoing communication with contractor:</b>	Monthly meetings are held between DFR and Equus Workforce Solutions to discuss current programming, updates or changes needed, policy issues, case reviews, business practices and system issues. Central Office staff also work with the contractor to increase the visibility of IMPACT services, and to ensure effective communication about E&T services.
<b>Total Cost of Agreement:</b>	\$3,789,219
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Table I.II. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	<b>Moser</b>
<b>Service Overview:</b>	Design/Dev/Maintenance of IMPACT system Moser offers overall support for any IMPACT system issues, updates, upgrades, programming, changes.
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Components Offered:</b>	N/A Overall support
<b>Credentials Offered:</b>	N/A
<b>Participant Reimbursements Offered:</b>	N/A
<b>Location:</b>	Statewide
<b>Target Population:</b>	N/A
<b>Monitoring of contractor:</b>	DFR staff are in communication with Moser on a regular basis to ensure all system updates and fixes are done in a timely manner
<b>Ongoing communication with contractor:</b>	DFR staff are in communication with Moser on a regular basis to ensure all system updates and fixes are done in a timely manner
<b>Total Cost of Agreement:</b>	1,452,790
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Table I.III. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	<b>Goodwill</b>
<b>Service Overview:</b>	GoodwillNext works in partnership with Goodwill's other Mission programs. Participants 18 years and older will be targeted for SNAP E&T participation. GoodwillNext coaches work with participants to provide employment, job training, education, coaching and support services to help them achieve their career goals. Participants are assessed for alignment of career interest in the training field that they wish to pursue to determine if they are prepared to successfully complete the training and move into employment. Goodwill helps individuals pursue career/technical education in high demand

<b>Contract or Partner Name:</b>	<b>Goodwill</b>
	sectors, leveraging a variety of well-vetted training providers
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Components Offered:</b>	EPC, JR, JST
<b>Credentials Offered:</b>	Certified Pharmacy Technician (CPhT), Certified Clinical Medical Assistant (CCMA), Certified Billing and Coding Specialist (CBCS), Certified Nursing Assistant (CNA), Heating, Ventilation, & Air Conditioning (HVAC), and Welding
<b>Participant Reimbursements Offered:</b>	Transportation, Housing, Utilities, Legal fees if reasonably necessary, Childcare, Background checks, Work attire and supplies
<b>Location:</b>	The 40 counties in the GCSI territory: Bartholomew, Blackford, Boone, Brown, Carroll, Clark, Clinton, Crawford, Decatur, Delaware, Fayette, Floyd, Grant, Hamilton, Hancock, Harrison, Hendricks, Henry, Howard, Jackson, Jay, Jefferson, Jennings, Johnson, Lawrence, Madison, Marion, Monroe, Montgomery, Morgan, Orange, Randolph, Rush, Scott, Shelby, Tippecanoe, Tipton, Washington, Wayne, White.
<b>Target Population:</b>	Adults with their high school diploma who are wanting to obtain further education through training services.
<b>Monitoring of contractor:</b>	Monthly invoices are reviewed for accuracy as well as Semi-annual on-site reviews of the program.
<b>Ongoing communication with contractor:</b>	A monthly meeting is held with IMPACT policy staff as well as our statewide vendor.
<b>Total Cost of Agreement:</b>	\$828,840
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Table I.IV. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	<b>Skilled US</b>
<b>Service Overview:</b>	At PLA University (DBA Skilled Indiana) we evaluate and provide students with foundational skills training by utilizing a multifaceted approach. Once a participant's needs are identified, Skilled Indiana utilizes our case management processes to determine how best to meet the candidate's needs. This may involve aligning educational opportunities to suit their level of proficiency or providing additional support services as needed. This process ensures a clear understanding of learning disabilities and barriers to employment, which can then be addressed and overcome through various means. Students do not need any prior knowledge or experience to enter the program.
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Components Offered:</b>	EPC, EPEL
<b>Credentials Offered:</b>	Welding, CNC, Construction management, medical assistant, Pharmacy Tech assistant, advanced manufacturing technologist, CDL B Driver
<b>Participant Reimbursements Offered:</b>	Transportation, chrome books, uniforms
<b>Location:</b>	1, 3, 5, 10, 11, and 12. In addition, in region 2, we will serve Elkhart and Kosciusko counties. In Region 4, we will serve Miami and Howard counties.
<b>Target Population:</b>	Skilled Indiana's outreach efforts extend to underserved populations, including minorities, immigrants, low-income individuals, and individuals with disabilities.
<b>Monitoring of contractor:</b>	State IMPACT staff will complete a monthly review of invoices provided. As well as complete semi-annual onsite reviews of the program.
<b>Ongoing communication with contractor:</b>	State IMPACT staff will have an ongoing monthly meeting with the contractor.
<b>Total Cost of Agreement:</b>	506,888
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>New Partner:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**Table I.V. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	<b>Second Helpings</b>
<b>Service Overview:</b>	Second Helpings offers an intensive four module (total of seven weeks if the students complete each module consecutively) Culinary Job Training (CJT) program designed to equip graduates for careers in the foodservice and hospitality industry.
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Components Offered:</b>	EPC
<b>Credentials Offered:</b>	ServSafe food handler certification, job readiness training, ServSafe professional behavior and harassment certification, financial literacy, CPR/First Aid, American Hotel and lodging education institutes kitchen cook certification
<b>Participant Reimbursements Offered:</b>	Transportation, uniforms, books, testing, tablet/keyboards
<b>Location:</b>	Marion county and surrounding areas
<b>Target Population:</b>	In the last year our student base has consisted of <ul style="list-style-type: none"> <li>• 55% women</li> <li>• 27% had children under 18 years old</li> <li>• 20% lived in supportive housing</li> <li>• 90% unemployed</li> <li>• 26% criminal history</li> <li>• 38.5 - average age of students</li> </ul> <p>95% were living at 100% and below the poverty level</p>
<b>Monitoring of contractor:</b>	State IMPACT staff will complete a monthly review of invoices provided. As well as complete semi-annual onsite reviews of the program.
<b>Ongoing communication with contractor:</b>	State IMPACT staff will have an ongoing monthly meeting with contractor.
<b>Total Cost of Agreement:</b>	328,944
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No





## J. Budget Narrative and Justification

*Provide a detailed budget narrative that explains and justifies each cost and clearly explains how the amount for each line item in the operating budget was determined. Note that the E&T State plan is a public document and must be made available to the public upon request, so the budget should not identify individual names or salaries that are not subject to public disclosure requirements. State agencies should note that the direct costs noted below are exclusively those attributed to the State and local SNAP agencies.*

**Table J.I. Direct Costs**

<p><b>Salary/Wages:</b> List staff positions in FTE and time spent on the project.                  Example: E&amp;T Program Manager - \$60,000 x .50 FTE =</p>	<p>Policy Manager-                  94,174.65x.6.09%FTE=                  5735.24                  Deputy Director-                  117,740.43x6.09%FTE=                  7,170.39                   E&amp;T program Manager-                  59.653.80x.71.14% FTE=                  42,437.71                   3 E&amp;T consultants-                   Consultant1-                  52,303.26x43.12% FTE=                  22,553.17                   Consultant 2-                  63856.59x47.56% FTE=                  30,370.19                   Consultant3-                  51,307.73X24.02% FTE=                  12,324.12                   Total salary/wages =                  \$120,590.82</p>
<p><b>Fringe Benefits:</b> If charging fringe and benefits to the E&amp;T program, provide the approved fringe rate.</p>	<p>\$47,387.03 total fringe amounts                  Fringe rate varies per person</p>

<p><b>Contractual Costs:</b> All contracts and partnerships should be included in the “contracts and partnerships” matrix of the E&amp;T State Plan Operating Budget Workbook. Briefly summarize the type of services contractors/partners will provide, such as direct E&amp;T program services, IT services, consulting, etc.</p>	<p>Equus (State E&amp;T provider): \$ 3,789,219 Moser (IT provider): \$ 1,452,790.22 First Data Solutions: \$ 35,435 50/50 providers: Goodwill: \$ 828,840 Second Helpings: \$328,944 University of Indianapolis MICI-AHEC: \$ 161,730 Skilled US: \$ 506,888</p>
<p><b>Non-capital Equipment and Supplies:</b> Describe non-capital equipment and supplies to be purchased with ET funds.</p>	<p>N/A</p>
<p><b>Materials:</b> Describe materials to be purchased with E&amp;T funds</p>	<p>N/A</p>
<p><b>Travel &amp; Staff Training:</b> Describe the purpose and frequency of staff travel charged to the E&amp;T program. This line item should not include E&amp;T participant reimbursements for transportation. Include planned staff training, including registration costs for training that will be charged to the E&amp;T grant.</p>	<p>None</p>
<p><b>Building/Space:</b> If charging building space to the E&amp;T program, describe the method used to calculate space value.</p>	<p>N/A</p>
<p><b>Equipment &amp; Other Capital Expenditures:</b> Describe equipment and other capital expenditures over \$5,000 per item that will be charged to the E&amp;T grant. (In accordance with 2 CFR 200.407, prior written approval from FNS is required.)</p>	<p>N/A</p>

- a) **Indirect Costs.** 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 cognizant agency, include the approval letter as an attachment to the E&T State plan.

\$ 1,482,645.66

- b) **Participant Reimbursements (Non-Federal plus 50 percent Federal reimbursement).** Participant reimbursements should include the total participant reimbursement amount from the contracts/partners matrix of the E&T State Plan Operating Budget Excel Workbook, as well as any participant reimbursements the State agency plans to provide.

**Total participant reimbursements for all providers: \$2,295,670**

**Equus Workforce Solutions:**

Total Participant Reimbursement Amount: \$1,359,770

**Dependent Care**

For SNAP recipients with dependents, childcare will be provided in 4 week increments for those that are participating in IMPACT activities and who have a plan for long term childcare upon obtaining employment. Currently, individuals who receive childcare through SNAP E&T and then secure employment, will automatically be made eligible for CCDF.

**Transportation and Other Costs**

Transportation expenses necessary to participate in IMPACT activities or begin employment are provided, up to \$300 per 12-month period, per client. Support is provided in the form of gas cards, bus passes, or bus tokens.

Clothing vouchers are provided to allow SNAP participants to purchase clothing, uniforms, or shoes required to interview for a job, begin employment, or engage in assigned IMPACT activity. This is available up to 90 days after beginning employment and support is limited to \$300 per 12-month period, per client.

HSE exam fees are paid for by voucher. Each client is permitted up to \$90 to cover their HSE exam fee on a one-time only lifetime payment.

Car repairs may be authorized for up to \$500 per lifetime with policy requirements.

Drug Testing is covered when needed to obtain employment for a maximum of \$75 annually Driver's License (DL), Birth Certificate and Background checks (BC) are also covered to assist with engagement in the E&T program and employment. Driver's License and Birth certificate is a one-time payment, while Background checks are annual payments. DL costs are as needed within reason, E&T program will cover \$40 for Birth Certificates and \$20 for BC.

**Goodwill:**

Total Participant Reimbursement Amount: \$445,500

Avg of  $\$1,750 \times 100 = \$175,500$  for supportive services

SNAP E&T Participant Reimbursement (Supportive Services) Process

- Our guiding question for approval of participant reimbursement requests: Will NOT fulfilling this need prevent the participant from achieving their education and employment goals?
- If the answer is yes to the question above, the first step is to work with the participant to explore community resource options to mitigate the need.
- If no community resource options are available, supportive services can be offered to participants the entire time they are in the program all the way through to the end of job retention services or the end of client participation if it is sooner.
- Coach determines use of funds if the situation falls into the categories below.
  - Transportation (rideshare, gas cards, bus passes, car repairs, car payments, down payment). A maximum of 2 car payments may be made.
  - Housing (rent, mortgage, down payments/security deposits, renter's insurance, basic household supplies). A maximum of 2 rent/mortgage payments can be made.
  - Utilities (gas, electric, internet, water/sewage/trash, phone)
  - Legal fees (driver license reinstatement fees if it's reasonably necessary, directly related to participation in E&T certification, court filings, lawyer fees (ALL require DFR approval)
  - Childcare
  - Certification Licensing requirements (license application fee, fingerprints, background checks, TB tests, physical, immunizations)

- Certification related fees (exam course reviews, re-test fees)
- Work attire and supplies

**Skilled US:**

Total participant reimbursements: 350,000 (175,000 federal share)

We provide support for our participants to utilize public transportation or the most cost-effective option available (Uber, Access Indy). This support is evaluated every 2 weeks to ensure each participant's eligibility to receive SNAP E&T support. **Total E&T Transportation Costs: \$40,000 (\$20,000 federal share)**

Work-based uniforms and job equipment (**100 x \$150 per student = \$15,000**),

And to engage our students in direct E&T program services (see E&T providers in table II. Educational Programs), Work-Readiness Training, English Language Acquisition, and comprehensive, in-depth training and certification in the following sectors: Healthcare, Manufacturing, Information Technology, Supply Chain and Logistics and Entrepreneurship. Please note that individuals needing access to childcare will be directed to the State E&T program for childcare assistance. We calculated this per student number by taking our total training provider costs and dividing that evenly by the total number of projected students to be served, giving us an overall average per student cost of \$3,500.

**Total E&T Training Provider Costs: \$350,000 (\$175,000 federal share)**

**University of Indianapolis MICI-AHEC:**

Total participant reimbursements: \$108,000

Avg of \$3000 per student x 36 = \$108,000 for certifications and supportive services

**Second Helpings**

Total participant reimbursements: \$32,400

