
MANUAL TRANSMITTAL

Arkansas Department of Human Services
Division of County Operations

Policy

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SNAP Certification Manual

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From: Mary Franklin, Director

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Subj: SNAP Requirement to Work

Summary of Changes: Participants in an Employment and Training Program, other than a job search training program, operated or supervised by the State or Political subdivision of the State that meets standards approved by the Governor are exempt from Requirement to Work.

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SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)


Voluntary Quit


3500 The SNAP Requirement to Work (RTW)

SNAP Manual XX/XX/XX

Unless exempt, Able Bodied Adults Without Dependents, or able bodied adults, are ineligible to receive SNAP benefits if, during a designated 3 year period, they received SNAP benefits for at least three months (consecutive or otherwise) while they did not:

- Work at least 20 hours per week (or an average of 80 hours a month); or
- Participate in and comply with a Workforce Investment Opportunities Act (WIOA) Program (see Note 1 below); or
- Participate in a SNAP Employment and Training (E&T) Program 20 hours per week (or an average of 80 hours a month unless the individual is assigned to Work Experience (see Note 2 below); or
- Participate in an Employment and Training Program, other than a job search or job search training program, operated or supervised by the State or political subdivision of the State that meets standards approved by the Governor. The program may contain job search or job search training as a subsidiary component as long as such component is less than half the requirement; or
- Participate in and comply with a Workfare Program (see Note 2 below); or
- Participate at least half-time (as defined by the program) in a recognized refugee training program approved, funded, or operated by the Office of Refugee Resettlement (ORR) under section 236 of the Trade Adjustment Act of 1974.

 **NOTE 1:** WIOA is a qualifying component for an Able Bodied Adult, therefore if the individual is participating in any WIOA component, he or she is considered to meet the RTW.

 **NOTE 2:** For E&T Work Experience and Workfare Programs, the household's obligation of work hours required to meet the RTW will be calculated by dividing the household's authorized monthly SNAP benefit amount (before recoupment) by the current state or federal minimum wage, whichever is greater. Fractions are rounded down

EXAMPLE: The household receives \$194 monthly SNAP benefits.

$$194 \div \$8.50(2017 \text{ State Minimum Wage}) = 22.82$$

The individual needs 23 hours **per month** to meet the RTW rather than 80.

An individual who is self-employed and actually works at this enterprise for an average of 80 hours per month or more, meets the RTW. There is no requirement that the self-employment

NOTICE OF RULE MAKING

Pursuant to the Food and Nutrition Act of 2008 (P.L. 110-246), the Supplemental Nutrition Assistance Program has propose to update SNAP 3500 The SNAP Requirement to Work.

The DHS/DCO Policy will be effective January 1, 2018.

Copies of the proposed policy may be obtained by writing to the Division of County Operations, OPPD, P. O. Box 1437, S335, Little Rock, AR 72203-1437. All comments must be submitted no later than October 13, 2017.

If you need any material in a different format, such as large print, contact our Americans with Disabilities Act Coordinator at 682-8922 (Local); 1-800-482-5850, extension 2-8922 (Toll-Free); or obtain access to these numbers through voice relay: 1-800-877-8973 (TTY Hearing Impaired).

The Arkansas Department of Human Services is in compliance with Federal law and the U.S. Department of Agriculture policy, which prohibits the Department from discriminating on basis of race, color, national origin, sex, age, religion, political belief or disability. EL4501731051

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