

A. Cover Page and Authorized Signatures

State: Rhode Island

State Agency Name: Department of Human Services


Federal FY: 2022

Date Submitted to FNS (revise to reflect subsequent amendments): Click and type date submitted

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

Name	Title	Phone	Email
Bethany Caputo	SNAP Program Administrator		Bethany.caputo@dhs.ri.gov
Patricia Ianiere	Assistant Administrator-SNAP E&T		Patricia.ianiere@dhs.ri.gov
Frank Pace	Sr. Casework Supervisor		Frank.pace@dhs.ri.gov

Certified By:



 State Agency Director (or Commissioner)

9/30/21

 Date

Certified By:



 State Agency Fiscal Reviewer

9/29/21

 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.

Amendment Number	Brief description of changes or purpose for Amendment	Section of Plan Changed	Date submitted to FNS	Date approved by FNS
1.				
2.				
3.				

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:

- 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

Acronym	Acronym Definition
LISC	Local Initiatives Support Corporation
DLT	RI Department of Labor and Training
GWB	Governor’s Workforce Board
ECF	Electronic Case File
ET	Eligibility Technician
SCW	Social Case Worker
ECA	Employment Career Advisor
WFA	Whole Family Approach

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.

Check the box to indicate you have read and understand each statement.	Check Box
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. 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))	<input checked="" type="checkbox"/>
VI. 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"/>
VII. Contracts are procured through appropriate procedures governed by State procurement regulations. (7 CFR 277.14)	<input checked="" type="checkbox"/>
VIII. 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"/>
IX. 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"/>
X. 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"/>

Check the box to indicate you have read and understand each statement.	Check Box
XI. The E&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&T State Plan which affect them; submit for comment all portions of the E&T State Plan that affect the Indian Tribal Organization (ITO); if appropriate and to the extent practicable, include ITO suggestions in the E&T State plan. (For States with Indian Reservations only.) (7 CFR 272.2(b)(2) and 7 CFR 272.2(e)(7))	<input checked="" type="checkbox"/>

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

I. Summary of E&T Program

- a) Briefly summarize the State E&T program, including its vision, mission, administrative structure, areas served, and services offered. For county-administered States, in addition to describing the above, include an explanation about how E&T is administered, how the program varies among counties, and what flexibilities counties have in developing their own programs. This should be a succinct overview; please include a more detailed description in the other appropriate plan sections. Please include references to your E&T State policy, such as handbooks or State administrative code, as appropriate.

The RI SNAP E&T program is a statewide program that supports all RI SNAP beneficiaries who are work registrants or interested in participating in employment and training opportunities. RI SNAP E&T Program mission is to empower individuals by encouraging self-growth and inspiring hope through the dignity of work. Our vision is to build equity and opportunity for SNAP participants in their journey towards economic stability. Programs are offered throughout the state on in-person and remote learning basis. We currently have 12 E&T providers offering a variety of components in construction, culinary, medical/healthcare fields, adult basic education, and ESOL. All providers offer case management along with the identified component for a participant.

Administrative staff for E&T is comprised of four staff members at DHS: Asst. Admin; Sr. Casework Sup; ET and SCW. The program has been administered through a fiscal intermediary LISC-RI since 2011. Currently LISC has two staff dedicated to SNAP E&T. LISC executive leadership is also in integral part of the collaboration.

The RI E&T handbook was completed during FY21 and is in review. It will be completed and available on our website 10/1/21. Our E&T website (<https://risnapet.org/>) provides information for participants, providers, and interested providers including credential attainment, provider names and locations, participant reimbursements etc. RI DHS policy relating to work requirements and E&T can be found here <https://rules.sos.ri.gov/regulations/part/218-20-00-1> within RI SNAP Policy Section 218-RICR-20-00-1.11.

- b) 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.

Over the past year RI has instituted several changes to improve the effectiveness of its E&T program and launched multiple initiatives to assist participants in gaining employment while

focusing on the State and local workforce needs. Programs have been focused on combating the pandemic isolation as well as creating opportunities as RI reopens its businesses. Notably, we have been able to reduce wait time for eligibility for the program via our reverse referral process. The providers have a direct line to our ET who checks eligibility and returns a decision within 3 business days. During the pandemic, technology was identified as a significant barrier which we addressed through our laptop loaner program. We are grateful to FNS for the opportunity to secure additional 100% funds for a second year to continue this program. We had 6 agencies participate, assisting over 700 participants in providing laptops, hotspots, and other technology needs to allow access to the program. Since this program has been popular with providers and customers are benefiting significantly, RI will be exploring how to create a digital competency and literacy baseline within all programs. This will be discussed in later sections.

RI is also working to improve direct referral processes and knowledge for field staff while improving outreach to customers. We are one of seven states that was chosen to work under Seattle Jobs Initiative and MDRC, which works to improve social policy, to improve customer knowledge and engagement in SNAP E&T. We have generated several topics for a new SNAP E&T specific staff training that will be conducted with all newly hired staff. We also created an email that is being sent out to 400 new work registrants as a pilot. An email notifies the customer of their right to participate in the voluntary SNAP E&T program. It mentions customer reimbursements, contact information and E&T website.

Two other initiatives, our virtual job fair and hybrid training program provide increased opportunities for customers to access a high demand, high paying jobs. These will be discussed at length further in this plan.

SNAP E&T connected with the DLT to present at one of our provider share meetings on the new Virtual Career Center, discuss several state initiatives for potential candidates and create a community of practice on the "Back to Work RI" website; encouraging providers to begin a discussion as employment practitioners. The community of practice members can ask questions of each other, share practices, generate resources, and discuss difficult cases. We continue to work on collaborating with the State Workforce programs to enhance opportunities for our SNAP participants.

II. Program Changes

Summarize changes for the upcoming Federal fiscal year (FY) from the prior FY. Significant changes may include new initiatives, changes in funding or funding sources, policy changes, or significant changes to the number of partners or participants. In addition, include any changes the State agency is making to the E&T program based on the prior year's performance, considering outcomes and participation data.

DHS and LISC have multiple new initiatives planned for the coming year that will improve employment outcomes for participants.

Increase providers

We will be adding one new provider. Progreso Latino will accept statewide referrals, but their focus will be on families in the Central Falls and Pawtucket areas. Combined, these two areas have the second largest number of SNAP cases in the State at approximately 13,332. They are planning to offer case management along with GED, ESOL and job search training components. As they establish their program, they will be adding vocational trainings potentially during the 2022 plan year. LISC has been providing the TA and will continue as long as needed.

Efforts will continue to engage the local college community. LISC and DHS have had several conversations with Rhode Island College and Roger Williams University workforce development programs throughout 2020-21. An assertive outreach campaign to the Community College of RI has been ongoing. Most often these conversations identify staffing issues for the colleges and universities to meet reporting and financial tracking requirements. DHS plans to allocate staff time from the E&T Senior Casework Supervisor to these institutions as they join to assist with these duties. The Senior Casework Supervisor will be a liaison to the Colleges and Universities and complete data and financial reporting for the SNAP E&T program.

Hybrid Training Program

In a response to the impact of the pandemic, we have designed a hybrid training model like GWB workforce methods. The training design is person-centered to address childcare and transportation issues while offering high wage potential and immediate hire. The training is focused in the East Bay area of Bristol County. This area has a high number of SNAP participants but a low number of E&T training opportunities. Engagement in E&T training often requires longer bus rides and difficulty with childcare hours. The hybrid program combines distance learning, which allows the Customer to participate on their schedule or within their home and complete onsite work activity in their community. Genesis Center, an E&T provider, manages the training. They are offering Dental Assistant training. This job has a high demand and starting wage is \$16.97 based on RI DLT LMI. Genesis Center partners with the East Bay Community Action Programs (EBCAP), which runs 9 different dental clinics in the East Bay area. Trainees complete practical/hands-on skills at these sites. EBCAP will have the opportunity to hire participants at the completion of the training. LISC has created a specific contract for this program with Genesis. A total of \$25,000 in 100% funds was awarded to Genesis Center to assist in starting up the program. This program was well received by the employer community. It allowed for Genesis to build capacity and offered an opportunity for the customers who are interested in health-related jobs with high wages. DHS and LISC have since reached out to 3 other providers to run high demand trainings of the same design. Programs in the financial sector, food preparation sector and Childcare/Teacher Assistant sector are identified as potential options. While these jobs starting wages are below \$15.00/hr., the hope is that with the onsite work experience, employers will offer a higher rate of pay. 100% funds will be used for start-up and separate contracts will be written for these programs.

Digital Literacy/competency:

As a result of the residual technology gap that was exposed during the pandemic and the success of the laptop loaner program, DHS and LISC are exploring the development of a standard threshold for all providers to offer digital literacy and competency. The impact of the virtual world on the labor market is undeniable. It is the E&T programs belief that it is incumbent upon us to support the development of services that close this gap for our participants. The providers have been surveyed to determine needs. At this time, it is planned to use 100% funds to assist in purchasing the needed infrastructure (licenses, salary for teacher, etc.) for all providers to have the capacity to offer NorthStar Digital Literacy if they are not currently. NorthStar is recognized by the RI Department of Education as the best curriculum for digital literacy. Laptop loaner programs will continue with the intent to bring all providers up to speed on offering this service. Additional needs will be reviewed by LISC and DHS to determine opportunities to advance digital skills in existing programs. We intend to use 100% administrative funds to assist in the purchase of licenses, teacher, and staff costs

Virtual Job Fair:

SNAP E&T ran two virtually based job networking events in FY21 which were very well received and successful. The events allowed for E&T to access employers in the community; offer an individualized, supervised job search opportunity; and to build technical skills for participants to engage in other virtual job fairs offered by other entities. Many of our E&T participants are at a distinct disadvantage for participating in DLT sponsored job fairs due to lack of technology and understanding platforms like Zoom, WebEx, and Teams. Couple this with the lack of foundational skills for interviewing and networking, and the outcomes for employment are limited if the individual engages at all. The virtual job fairs during FY21 resulted in 12 employment outcomes for SNAP E&T customers and connection to over 35 different employers with immediate and varying needs. These employers have been directly connected to our E&T providers for graduating and supervised job search. In FY22, the virtual job fairs will be continued as well as use of CISI as a consultant to assist providers in developing supervised job search services that implement best practices, engage employers, and increase employment outcomes.

Policy Changes:

RI is in the process of creating a consolidated work notice per the Employment and Training Opportunities in the Supplemental Nutrition Assistance Program final rule (RIN 0584-AE68) published on January 5, 2021. The implementation group started meeting in May of 2021. Using much of the language identified in the FNS template, the letter is having been developed and is targeted for implementation in October 2021.

This letter will be sent to all work registrants at intake and recertification to notify customers of all SNAP work registrant requirements and exemptions.

A procedural change increasing participant transportation reimbursement to \$200/month was implemented and will carry forward. The change was based on provider reports of customer need. Previous limit was set at \$100/month.

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.

- a) **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.

The State workforce board has been a strong partner for consultation regarding SNAP E&T program development. In 2019, DHS and GWB had started conversations to develop one of the GWB programs as an E&T provider. Due to the COVID-19 pandemic this plan was put on hold. The stimulus funds that were awarded to DLT and GWB in RI to combat the impact of COVID-19, left the state E&T providers in a difficult position. Identifying non-federal funding has been a consistent issue throughout the pandemic and most estimate it will continue for the foreseeable future. Many E&T providers have reduced their SNAP E&T programming because of a lack of non-federal funds while maintaining robust WIOA and DLT/GWB federally funded training opportunities.

LISC and DHS have worked hard to remain relevant during this time creating more opportunities for SNAP E&T participant reimbursements (increased the list of allowable reimbursements based on other state information), and more opportunities for program reimbursement (divesting components that are embedded but should be standalone like supervised job search and retention.) During compliance reviews, LISC and DHS discussed using E&T funds to reinvest in programming as non-federally sourced funds with each provider. GWB and RIDE funds will remain more federally sourced over the coming year. SNAP E&T initiatives (virtual job fair, hybrid dental assistant program, laptop loaner continuation) this year have been implemented by DHS and LISC with the use of our allocated 100% funds and FNS providing additional 100% funds. Currently, all programs initiated by the state (Back to Work RI, Skills for RI Future, Real Jobs R, Real Pathways RI) are supported with federal funds entering the workforce system through stimulus and other congressional initiatives. LISC and DHS plan to continue the initiatives through 100% funds as needed for program to remain available to those Rhode Islanders who turn to SNAP E&T to meet their employment goals.

- b) **Consultation:** Describe how the State agency consulted with the State workforce development board or private employers or employer organizations 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, it must document this consultation and explain the determination that doing so was more effective or efficient.

DHS and LISC closely monitor workforce programs designed and implemented by the State workforce board. The hybrid training programs that are discussed previously in this plan are based on the Real Jobs RI program and the Apprenticeship RI models. DHS and LISC are working with providers in directly engaging the employer community to offer training that encompasses work activities as a program model to assist with the non-federal funds challenge. LISC and DHS have provided 100% funds to assist with the startup of this program. The non-federal funds were not sufficient to develop the programming. Direct employer engagement through the provider was necessary to offer a similar GWB experience to our E&T customers.

The Workforce board Director of Career Pathways recently presented on the new Virtual Career Center (VCC) through the DLT at a monthly E&T Provider knowledge share. This initiative using federal funds has allowed the DLT to offer an online career center for Rhode Islanders looking for employment. SNAP E&T providers were made aware so that they can support participants in using the site through supervised job search and job search training components. The virtual job fairs that were held during FY21 provided customers with skills that can be utilized on this platform to engage in virtual platforms like this one. We have planned for the Office of Career Pathways to return quarterly to us provide knowledge share meetings and report on the state labor market, programmatic, funding, and other initiatives within DLT. Providers will be encouraged to use this information to design new training offerings.

- c) **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).

LISC and DHS have recently begun discussion with E&T providers to explore how E&T can assist in supporting WIOA training programs through participant reimbursements.

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

Yes No

- e) **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.

RI WORKS program and the SNAP E&T Assistant Administrator have begun discussions on a formalized process for handling RIW participants who are no longer eligible for TANF but continue to receive SNAP benefits. RIW Employment Career Advisors (ECAs) currently offer SNAP E&T during assessments to family members who are determined ineligible for a RIW employment plan. ECAs can make direct referrals to SNAP E&T providers. Several SNAP E&T providers also serve RIW clients. Discussions are underway regarding providing seamless transitions at times when an enrolled participant's eligibility changes between programs. Rhode Island has been actively working to integrate a Whole Family Approach into the supports offered to our Customers. The Work/Life initiative has begun to pick up pace within the agency. The SNAP E&T did a presentation at the March 2021 quarterly on the program to reinforce its role in helping all eligible and interested household members have access. The Education and Relationship screen in the Bridges eligibility system will be adapted to include guidance for field staff on opportunities to tie in the whole family. A field staff interview guide is being developed as a desk reference. The staff training offerings will include WFA best practices for staff to implement in their day to day work. The intent is to ensure that SNAP customers are provided resources and guidance that help to reduce barriers that impede someone from achieving their goals. SNAP E&T has been an integral part of the development thus far and we are excited to participate in moving this important work forward.

- f) **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).

We have not coordinated with any other Federal or State employment programs. Prior to the pandemic, discussions with the GWB to bring on one of the training programs had moved forward significantly. Since the pandemic and the resulting influx of Federal stimulus funds, the lack of non-federal funding has put those plans on hold. DHS and LISC continue to have an excellent relationship with the GWB. Discussions about moving that initiative further will start again once federal funds and state funding has balanced out.

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.)*

Not applicable because there are no ITOs located in the State. *(Skip the rest of this section.)*

b) Name the ITOs consulted.

DHS has recently reached out to the RI Tribal Council to discuss services. These discussions will be ongoing.

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).

DHS recently contacted the RI Tribal Council. Further discussion/consultation will occur during FFY22.

d) **Enhanced reimbursement:** Will the State agency be seeking enhanced reimbursement for E&T services 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 in order 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:
- 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. 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 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.

- a) Provide an overview of the intra-agency and inter-agency coordination within the SNAP E&T program, explaining the processes that link certification functions to the operation of the E&T program both within the State agency and external to the State agency.

SNAP E&T operates with two different touchpoints for referral and coordination. Intra-agency referral from eligibility technician (ET) to E&T program staff occurs through referral document called the SNAP-511. During initial intake and recert interviews, ET not associated with E&T will gather relevant information for a referral to E&T. Customers are screened at this time for work registrant requirements. All work registrant within a household who wish to participate are referred using the 511 form. The 511 is emailed to the SNAP E&T team for

follow up. SNAP E&T SCW contacts the customer to discuss options based on information, assists with connection to resources for barrier remediation. SCW discuss the most appropriate starting point based on Customer's report and make a referral over to the identified provider program. Providers send an email acknowledging the referral and another once Customer has been contacted. If the provider has difficulty reaching the Customer or deems that they are not an appropriate candidate, the provider contacts LISC and DHS. A Provider Determination form is completed at the time the referral is deemed inappropriate and sent to DHS SR. Casework Supervisor, who forwards to a field ET. This staff person is not associated with SNAP E&T. The ET determines if the customer will return to E&T for another referral. If they so determine, the ET forwards the determination to the Sr. Casework Supervisor or SCW affiliated with E&T who reaches out to the Customer for follow up and new referral. If the ET determines that the customer needs other supports or programs, they refer the customer accordingly.

LISC is copied on all Provider Determination forms and tracks name and date of form. DHS will review the forms monthly to ensure Customer received follow up within 10 days. 511 and Provider forms are scanned into the ECF.

Reverse referral is coordinated through a similar document (511a) for E&T providers. This form is completed by the provider to confirm eligibility in SNAP. The form is emailed through a secure link directly to the SNAP E&T Eligibility Technician. Sr. Case Work Supervisor, LISC and Asst. Admin are copied on all forms. The ET then researches in UHIP-Bridges for case status. Eligibility status is emailed back within 3 business days using secure messaging. The 511a is scanned into the ECF. The fiscal intermediary for RI, LISC, manages communication, tracking and billing for the operation of the E&T program.

DHS and LISC use the outcome report to track participant completion of program. DHS will be working on an administrative process for utilizing this list to update the participant's SNAP case within DHS's eligibility system. This is especially significant as we emerged from the pandemic and ABAWD waivers are lifted. The process will be implemented in FY 2022.

- b) Describe the hand-off of SNAP applicants and/or recipients between eligibility staff and E&T program staff.

Eligibility staff send the referral in an email to SCW, copying Sr. Casework Supervisor and Asst. Admin. SCW contacts customer and begins direct referral process.

- c) If the State agency partners with intermediaries or E&T providers:
- o Provide an overview of how communication occurs between the State agency and its partners, as well as between partners. Please include the mode of communications (shared database, etc.) and the types of information that is shared (e.g. referrals, noncompliance with program requirements, provider determinations, etc.).

LISC has been the intermediary for RI SNAP E&T since 2011. They provide all administrative services including data collection and coordination for reporting measures, financial, outcome and compliance tracking. They manage communication and contracts with the CBO's and coordinate monthly provider meetings. They are an integral part of the success of the RI SNAP E&T program. DHS plans to extend LISC's current contract through FY2022.

LISC and DHS talk daily. All communication currently is virtual due to COVID-19 regulations.

Since the start of the pandemic, LISC and DHS have been holding weekly meetings to discuss program issues, develop initiatives and maintain contact to ensure program standards. We have continued to hold monthly Provider knowledge share meetings through WebEx.

LISC provides quarterly and annual outcome reports. Their data collection directly informs the FNS-583 reporting. They are currently using Salesforce in the data collection process. LISC and DHS do not have a shared data system. We have included in the contract that all data will be shared. There is no separate MOU for data sharing. All data generated for the SNAP E&T by LISC is included. LISC manages the monthly eligibility report. The monthly eligibility report is comprised of reports from individual providers listing the participants for that month. The Report is then submitted to the SA IT department in Excel sheet form for verification. The report is matched against the DHS database for SNAP. The report is returned to LISC and they return it to providers for the next month report. The report includes ABAWD status and recertification dates to help providers assist participant to meet those requirements for SNAP benefits. LISC is copied on all reverse and direct referrals, and provider determination communication. Policy updates are sent directly to LISC at the time they are received if they impact SNAP E&T. LISC will disseminate to providers. The provider knowledge share is used to communicate and discuss policy changes as well.

- Describe how new policies, procedures, or other information is shared with the intermediary or other partners.

New policies, changes, reopening plans etc. are shared with LISC immediately via email and weekly team meetings. Providers are notified via email and monthly knowledge share meetings.

- Describe below how the State agency monitors partners. Include the State agency's plan for monitoring E&T program and fiscal operations.

DHS monitors LISC's performance through weekly meetings, invoice review and approval, and frequent communication. LISC includes DHS in all correspondence to providers. DHS and LISC review documents, marketing material, and program

matters together before release. LISC performs annual compliance visits with each provider to ensure that programmatic and federal regulations are being adhered to. If an issue is discovered, LISC creates a Corrective Action Plan and works with the provider to correct the items. Review of monthly financial invoices includes review of supporting invoice backup, timesheets and any other information required. Any needed corrections are made prior to disbursement. DHS attends the monitoring reviews. DHS and LISC are in daily contact to discuss and administer the program. This contact occurs through emails, team calls, and phone conversations.

- 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).

LISC reviews the monthly outcome reports for program functioning, enrollment, demographic, graduation, employment gains, and wage data are examined. Quarterly reporting to DHS is reviewed to evaluate performance. Significant findings are addressed in weekly DHS/LISC meeting. Providers report on initiatives and success during monthly provider knowledge share meetings. LISC and DHS conduct compliance reviews annually. LISC is reviewed annually by DHS fiscal management. Performance is informally measured through monthly reporting requirements, Invoice review, and regular communication.

VII. Screening for Work Registration

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

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

DHS Transmittal # 14-11, "SNAP- Changes to E&T Policy and Procedures" was updated on 3/16/21. The transmittal identifies a new procedure for screening participants which includes the updated direct referral form (SNAP-511) mentioned in previous sections. The transmittal identified indicates that at each SNAP intake and recertification work registrant rules are reviewed. The RI State Eligibility System (Bridges) prompts ETs to collect information which then promotes identification of a work registrant. During design of this section, DHS worked closely with Deloitte to create data collection that would identify work registrants based on FNS criteria. ETs are given job aides, scripts, and training to assure understanding of work registrant requirements and review during identified contacts.

“During a SNAP intake and recertification interview, work registrant rules must be reviewed with each applicant household and/or their Authorized Representative. During this review, the new or recertifying household is informed about the SNAP E&T program and the available options for E&T activities. If there are work registrants in the household the Eligibility Technician will complete the first page of the work registration form (SNAP-511) for each work registrant. The SNAP-511 should also be completed for any household member interested in SNAP E&T who is not a work registrant.

When an applicant or recipient wants to participate in an E&T program, the check box should be completed indicating “I am agreeing to voluntarily participate in the SNAP E&T program”. If “Yes” is checked, then page 2 is completed. These questions include Readiness Rulers, Barriers, Skills, Interests, and type of Training or Education being requested by the client. If a customer indicates a barrier, it should be noted in the case along with a summary of answers for the employment questions on page 2.

The 511 is scanned into the ECF and the client is directed to see an Employment Career Advisor (ECA) for a brief assessment and Direct Referral. If the client cannot stay or if the interview is taking place by phone, the ET should refer the client to SNAP E&T Social worker. The ET sends an email to SNAP E&T Social worker with the client’s name and individual ID. The ET provides the client with the SNAP E&T Social worker number, 415-8382, a coursebook/brochure (if in person) and the website www.risnapet.org. The 511 is completed in full, including address with zip code, phone number, signature of staff completing form along with Field office location.

The ET informs the client that case management support is available through the ECA, or the E&T Social Worker, and the Provider. The Reverse Referral process is explained to the client as an option (see below). The ET outlines and documents next steps in a case note including the option chosen for meeting the work requirement and the client’s responsibility for following up with providers and/or case management as indicated.

Direct Referrals: The ECA or E&T social worker assists the client in choosing a program and by making a direct referral to the provider. The Direct Referral includes a SNAP Employment and Training Program Participant Agreement (SNAP-511A) attached to an email to the provider with a brief assessment and indication of the SNAP E&T program selected. If the client does not have time to see an ECA s/he also may enroll through the Reverse Referral process.

Reverse Referrals: These are initiated when the client contacts the SNAP E&T provider directly to arrange an intake. The provider then assesses the client for a fit with their program and emails the 511A to the SNAP E&T Eligibility Technician, who determines eligibility and scans the 511A into the ECF. If determined eligible for the program by DHS and the Provider, the client enrolls into the program.

In addition to the transmittal, ET’s have language and training, scripts for exemption, ABAWD requirements, etc. Supervisory staff is required to review the memorandums with their respective staff to ensure an understanding of its contents.

VIII. Screening for Referral to E&T

The State agency must screen each work registrant to determine if it is appropriate to refer them to the E&T program and, if appropriate, refer them to an E&T component and case management, per 7 CFR 273.7 (c)(2).

a) At what point is an individual screened for referral to E&T? *Select all that apply.*

Application

Approval

Recertification

Other: Click or tap here to enter text.

b) Which individuals are screened for referral to E&T? *Select all that apply.*

SNAP applicants

SNAP participants

Work registrants (including ABAWDs)

ABAWDs

Other: Non work registrants who are interested in participating in the E&T program

c) If there is a target population for referral to E&T, select the population below? *Select all that apply. Note that this question is not asking about exemptions from mandatory E&T. Exemptions from Mandatory E&T must be provided in Section H – Estimated Participation Levels.*

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.

d) Who does the screening on behalf of the State agency?

State eligibility merit staff

County eligibility merit staff

e) How are people screened for E&T? *Select all that apply.*

Orally via a script

Orally without a script

Written screening tool

Other: Click or tap here to enter text.

f) How does the State agency's screening process and screening criteria ensure the appropriateness of referrals to E&T? For example, how are the State agency's screening process and criteria geared to ensure only individuals appropriate for the State's E&T program are referred to E&T? (Note: this question applies to both voluntary and mandatory E&T programs.)

DHS ET's are trained to review criteria for E&T participation this ensures that all referrals are SNAP eligible and E&T eligible. Customers on TANF are screened out at ET interview and during reverse referral process. ET's are provided a script to read when discussing E&T during intake and recert interviews. ET's use the 511 form to gather demographic, work history, and preferred program for candidates. Information allows for exemption from work compliance or good cause for non-compliance. ETs, E&T staff, and providers are aware of exemption or good cause non-compliance criteria. ETs and E&T staff will note in a case if there is a determination made for exemption or good cause non-compliance. Providers complete a provider determination form and sent to DHS SR. Casework Supervisor, who forwards to a field ET. This staff person is not associated with SNAP E&T. The ET determines if the customer will return to E&T for another referral. If they so determine, the ET forwards the determination to the Sr. Casework Supervisor or SCW affiliated with E&T who reaches out to the Customer for follow up and new referral. If the ET determines that the customer needs other supports or programs, they refer the customer accordingly. return to E&T for follow-up on referrals that are determined not appropriate. An intensive SNAP E&T training module has recently been developed with the SNAP E&T leadership. The training will be added to the SNAP training for new hires. Several job aides including a script for work registrants, E&T and

ABAWDS, Review by Sr. Casework Supervisor, and review at DHS all staff meetings as needed are offered to improve referral for E&T.

Participants are given the opportunity to return to DHS for a reassessment or reassignment. Providers indicate on the determination form and return to DHS. ET reviews for eligibility and forwards to E&T for follow up.

The following business process has been implemented to ensure eligible SNAP beneficiaries are participating in SNAP E&T in our reverse referral process

Initial participant Eligibility checks and confirmation are conducted in two formats.

1. **Initial participant eligibility confirmation**-When reverse referrals are initiated, the client contacts the SNAP E&T provider directly to arrange an intake. The provider then assesses the client for a fit with their program. The provider emails the 511A to the Sr. Casework Supervisor for E&T, Assistant Administrator and Program Administrator at DHS and Susan Leonardi at LISC who then forwards to the SNAP Eligibility Technician directly. All 511a forms are sent through a secure link to protect confidential information. The Customer's individual ID number is specified on the 511a form for continued use by the provider on monthly eligibility reports. The SNAP Eligibility Technician confirms customers SNAP active status or application pending status and responds to the provider within 3-5 business days of the provider email. The 511a form is uploaded or scanned into the ECF. If determined eligible for the program by DHS and the Provider, the client enrolls into the program. As soon as the 511a form is confirmed for eligibility the participant is part of E&T. Eligibility is checked each month thereafter. Customers who have a pending application are identified as such on the 511a form and returned to the provider. They are considered enrolled at that time and included on the next month eligibility report.
2. **Monthly eligibility check**- DHS, LISC and provider partners have established the following method for on-going, monthly confirmation of eligibility for participants. Each month providers send LISC a participant roster for SNAP E&T components. The roster is comprised of an array of information including first and last name, SS# and DHS Individual ID number. The outcomes report is formulated to identify duplicated participants and remove them from the total count. LISC utilizes Salesforce for data management. This information is placed into an excel spreadsheet by LISC and forwarded to DHS IT Specialist, Asst. Administrator as well as LISC management. IT crossmatches the report with RI DHS SNAP database to confirm eligibility status. LISC reviews the eligibility report for discrepancies and quality. The report is then shared with providers who will bill accordingly based on the data provided.

- g) 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?

Participant reimbursement is discussed at multiple touch points in the customer experience. During the eligibility interview process at intake and recertification, customers are presented with discussion of E&T. They are notified of potential reimbursements including RI SNAP Childcare Assistance Program. The participant reimbursement is then reviewed again by the E&T Social Case Worker who receives and process the direct referral. Reimbursements are also reviewed by the provider receiving the direct referral or initiating the reverse referral and information is available on the SNAP E&T Website. Allowable reimbursements are also included in the State E&T handbook for provider reference.

IX. Referral

In accordance with 7 CFR 273.7(c)(2), a SNAP applicant or recipient becomes an E&T participant when they are referred to E&T.

a) Describe the State agency's referral process step-by-step.

During a SNAP intake and recertification interview, work registrant rules are reviewed with each applicant household and/or their Authorized Representative. During this review, the new or recertifying household is informed about the SNAP E&T program and the available options for E&T activities.

If there are work registrants in the household the Eligibility Technician complete the first page of the work registration form (SNAP-511) for each work registrant. The SNAP-511 is also completed for any household member interested in SNAP E&T who is not a work registrant. An updated, fillable SNAP-511 form is available in the DHS Document Library.

When an applicant or recipient wants to participate in an E&T program, the check box should be completed indicating "I am agreeing to voluntarily participate in the SNAP E&T program". If "Yes" is checked, then page 2 is completed. These questions include Readiness Rulers, Barriers, Skills, Interests, and type of Training or Education being requested by the client. If a customer indicates a barrier, it should be noted in the case along with a summary of answers for the employment questions on page 2.

The 511 is scanned into the ECF and the client is directed to see an Employment Career Advisor (ECA) for a brief assessment and **Direct Referral**. If the client cannot stay or if the interview is taking place by phone, the ET should refer the client to SNAP E&T Social worker. The ET sends an email to SNAP E&T Social worker with the client's name and individual ID. The ET provides the client with the SNAP E&T Social worker number, 415-8382, a coursebook/brochure (if in person) and the website www.risnapet.org. (NOTE: During Covid-19 shutdown all referrals to SNAP E&T were handled through email to E&T social worker. Follow up occurred as described earlier.

The Customer was given the phone number for the Social Worker and directed to the RI SNAP E&T website in addition to the email for the SCW.) The Reverse Referral process is explained to the client as an option.

The 511 is completed in full, including address with zip code, phone number, signature of staff completing form, along with Field office location. The form gathers basic demographic information, previous employment, and a brief assessment regarding motivation for employment, training, and job search. Customers are also asked to indicate self-identified barriers to participation like transportation, childcare, equipment needs, etc. They are asked about existing skills and hours available/desired for participation.

The ET informs the client that case management support is available through the ECA, or the E&T Social Worker, and the Provider. The ET outlines and documents next steps in a case note including the option chosen for meeting the work requirement and the client's responsibility for following up with providers and/or case management as indicated.

How is the referral communicated to participants and what information about E&T are E&T participants given when they are referred? (e.g. information about accessing E&T services, case management, dates, contact information)?

Customers are provided with the website for program list, but also can be emailed a list of active programs to review. They are assessed for interests by the ET and E&T staff following up on the direct referral. They are informed of case management services while participating in E&T by the ET, SCW and provider at each contact to the direct referral.

Customers are notified of the referral to the provider at the point the referral is made. This may be at the first contact or a follow up contact once the program availability is determined. Customers are notified of the types of reimbursements available, when the program starts, name of person they will be contacted by and phone number for the provider if the wish to reach out. Customers are also encouraged to maintain contact with DHS E&T staff to assist with any issues.

What type of services are E&T participants referred to (i.e. orientation, case management, a component)?

E&T referrals are varied. ESOL, ABE and GED are the most referred programs. In the third quarter of 2021 they comprised approximately 39% of the enrollments. Vocational training comprised 15% and supervised job search 14.5%

While case management has been an expected service for RI SNAP E&T providers, as of FY2020, all E&T CBO's provide case management services. Programs also complete vocational and interest assessment, and employment plans for participants.

How is information about the referral communicated within the State agency and to E&T providers, as applicable?

Information for the referral is sent via email in a 511 form for direct referral and 511a Participant agreement to the provider. The 511a is used by the provider for the reverse referral process and emailed securely to the E&T Eligibility Technician to confirm SNAP participation and eligibility for the program.

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? (*Note: information about participant reimbursements may also be shared when an individual is screened for referral to E&T*).

Customers are notified of participant reimbursements when initially speaking to the ET for screening for work registrant and interest in E&T. They are given the information again when the E&T staff contact from a direct referral. They are also notified by the provider at the time of intake and reverse referral.

How does the State agency's referral process ensure that individuals are referred to an appropriate and available component? Describe the process for direct and reverse referrals, as applicable.

Candidates for E&T are assessed for interests and abilities at the point of internal direct referral and provider reverse referral. Most times a provider determination for inappropriate referral is a result of no response to outreach from the SNAP customer. DHS staff review the referral, confirm the person is still eligible and then outreach to discuss what barriers may have occurred, interest in participation and discussion of different program options, if necessary.

Other information about the referral process.

In 2019, the response from DHS was delayed at times up to 2 months regarding eligibility of participants. With the current measure put in place (ET added to program, cc of Sr. Casework Supervisor, better communication between LISC and DHS), the turnaround time for eligibility has been reduced to 3 days. We at LISC and DHS are extremely proud of this improvement. IT has led to better tracking and better referrals to programs. DHS is now working on improving outreach for the E&T program as well as internal DHS staff knowledge of program.

X. Assessment

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

Describe the processes in the State, if any, to provide E&T participants with an assessment. Include, as applicable:

a) Who conducts the assessment?

The ET, E&T staff complete an assessment using the SNAP- 511 form which includes specific questions relating to work/education history and work readiness. Providers also assess participants as they are referred.

b) When are participants assessed?

DHS staff assess during interview (intake and recertification)
Providers assess at intake and response to referral

c) How are assessments conducted (e.g. electronically on a computer, orally with a staff person, paper questionnaire, etc.)?

Assessments vary between electronic, oral, paper, and computer (ex. CASA, ONET "My Next Move") and occur during a telephone interview or in person. Providers usually complete assessments in person or through virtual meetings.

d) How is information from assessments communicated or shared within the SNAP agency, with E&T providers, and the participant, as appropriate?

All assessment information is discussed with the participant as they are the most important person in the referral process. Data collected directly informs the placement. SNAP E&T staff include a summary or the 511 with the referral form when sending to the provider.

XI. 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 case management services will the State agency provide? *Check all that apply.*

Comprehensive intake assessments

Individualized Service Plans (some but not all providers offer this service)

Progress monitoring

- Coordination with service providers
- Reassessment
- Other. Please briefly describe: Click or tap here to enter text.

b) Describe how participants will be referred to case management services and how participants' cases will be managed.

All E&T CBO's provide case management. Most have a Case Manager attached to the vocational or educational training. Once a participant is connected to the CBO for E&T, the individual is provided with the necessary case management services. E&T SCWs and ETs also assist the E&T providers to by offering direct assistance if the participant is experiencing issues with their SNAP case. Communication is frequent between all. The Sr. Case Work Supervisor oversees all assistance and communication between DHS and provider in these situations. Communication can include the following topics: Customer Portal issues, Paperwork/recert information that the Customer needs to provide. Childcare application processing, Questions about eligibility for an individual. LISC is copied on all communication as well.

c) What entity (or entities) will be responsible for providing case management services?

E&T providers are responsible for assessing and managing services. Periodic assessment is conducted during program participation and as needed based on the customer's stated needs. Customers are also encouraged to contact DHS E&T SCW as well for assistance. Providers and E&T staff regularly speak to assist with benefit issues and to ensure continued eligibility

d) Describe how the case manager will coordinate with E&T providers and other community resources.

For DHS case management, SCW and E&T reach out directly to providers. Coordination occurs via email and is noted in customer's electronic case file. Providers maintain contact notes on all participants which includes case management activities. Those records are available as warranted for review. Providers work with outside agencies for referral if needed. Outside agencies may include housing assistance, food banks, mental health, legal agencies to assist customer as needed. They also refer to other E&T providers to co-enroll if they feel there is another component that would supplement the goals of the individual.

- e) Describe how E&T participants will receive targeted case management services through an efficient administrative process.

E&T participants receive targeted case management through the E&T provider at intake and no less than twice per month during the component. This case management is already built into the program. Participants are encouraged to contact their case manager at any point if they need extra supports or if they are experiencing any challenges or additional barriers to training.

XII. 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?

XIII. Disqualification Policy for General Work Requirements

This section must be completed even if the State agency operates a voluntary E&T program, as 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 the first occurrence of non-compliance per 7 CFR 273.7(f)(2)(i), the individual will be disqualified until the later of:

Date the individual complies, as determined by the State agency

1 month

Up to 3 months

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

Date the individual complies, as determined by the State agency

3 months

Up to 6 months

d) For the third or subsequent occurrence per 7 CFR 273.7(f)(2)(iii), the individual will be disqualified until the later of:

Date the individual complies, as determined by the State agency

6 months

A date determined by the State agency

Permanently

e) 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)

XIV. 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.

Estimates of Participant Reimbursements

A) Estimated number of E&T participants to receive participant reimbursements. <i>State agencies should take into consideration the number of mandatory E&T participants projected in Section H – Estimated Participant Levels, and the number of mandatory E&T participants likely to be exempted, if the State agency cannot provide sufficient participant reimbursements.</i>	1505
B) Estimated budget for E&T participant reimbursements in upcoming FY.	\$206,000
C) Estimated amount of participant reimbursements per E&T participant per month. [(Row B/Row A)/12]	\$137

Participant Reimbursement Details

Complete the table below with information on each participant reimbursement offered by the State agency. 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).** 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*.

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
Books	n/a	Provider	Participant reimbursement
Clothing	\$300	Provider	Participant reimbursement
Course Registration Fees	n/a	Provider	Participant reimbursement
Child Care Expenses	\$275/wk.	Provider	Participant reimbursement
Driver's License	\$65	Provider	Participant reimbursement
Driver's License Test fee	n/a	Provider	Participant reimbursement
Enhanced License fee	\$175	Provider	Participant reimbursement
Drug Tests	n/a	Provider	Participant reimbursement
Fingerprinting	n/a	Provider	Participant reimbursement
Housing and Utility Assistance	2months	Provider	Participant reimbursement
Medical Services	n/a	Provider	Participant reimbursement
Permits and Fees	n/a	Provider	Participant reimbursement
Personal Hygiene	n/a	Provider	Participant reimbursement
Reasonable Accommodation Supplies	n/a	Provider	Participant reimbursement
Student Activity Fee	n/a	Provider	Participant reimbursement
Training Materials	n/a	Provider	Participant reimbursement

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
Transportation	\$200/month/participant	Provider	Participant reimbursement
Work and Training Tools	n/a	Provider	Participant reimbursement

If providing dependent care, specify payment rates for childcare 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.

RI offers a Child Care Assistance Program. While participating in an approved SNAP E&T component, or other approved Workforce Development program, Customers are provided 12 months of childcare. Childcare continues even if the participant has obtained employment and is no longer active in the component up to the end of the 12-month period. It must be noted this is not part of job retention and not a participant reimbursement. Participant reimbursements are not provided after an individual leaves E&T. The State of RI Childcare for training program (CCAP) runs a calendar year from date of the CCAP application. This application date may extend past E&T completion.

XV. 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).

All work registrants are tracked through RI DHS integrated eligibility system. The RI Integrated Eligibility System (Bridges) is designed to generate a quarterly report identifying work registrants based on information entered on the relevant data collection screens. These screens are based on FNS specific criteria for work registrants. The report is generated

through the Bridges system with a count of all work registrants as of the first day of the new fiscal year.

b) Describe measures taken to prevent duplicate counting.

Tracking and specific reports are set up in the system to eliminate duplicate counting of work registrants. The report generated quarterly from Bridges has been designed by Deloitte to eliminate duplicate counts.

XVI. Outcome Reporting Measures

National Reporting Measures

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

Source	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 type="checkbox"/> Yes <input checked="" 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 type="checkbox"/> Yes <input checked="" 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Follow-up Surveys. <i>State agencies must complete the Random Sampling Plan section below, if follow-up surveys are used.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other - Describe source: Outcomes reports are submitted monthly to LISC. These reports detail each participant's enrollment data, service	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Source	Employment & Earnings Measures	Completion of Education of Training
termination, and any outcomes achieved during the prior month.		

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

State integrated eligibility system, RI Bridges.

- 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).

Providers complete monthly outcome reports reflecting participation and outcomes achieved for that period. This information is tracked

- 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.

QWRs are used

- 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).

N/A

- 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).

N/A

- 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

Component Outcome Measures

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.

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
Work Readiness	#, % completing component	<p>Numerator will include those participants who completed component during the period of 10-1-2021 to 9-30-2022</p> <p>Denominator will include the number of participants that participated in Work Readiness during the period of 10-1-2021 to 9-30-2022.</p>

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
Vocational Training	<p>#, % certificate/credential attainment</p> <p>#, % obtaining employment</p>	<p>Numerator will include those participants who attained a certificate/credential during the period of 10-1-2021 to 9-30-2022</p> <p>Denominator will include the number of participants that participated in a vocational training during the period of 10-1-2021 to 9-30-2022.</p> <p>Numerator will include those participants that obtained employment during the period of 10-1-21 to 9-30-22.</p> <p>Denominator will include those that participated in a vocational training during the period of 10-1-21 to 9-30-22.</p>
Job Search	<p>#, % completing component</p> <p>#, % of those obtaining employment</p>	<p>Numerator will include those participants who completed component during the period of 10-1-2021 to 9-30-2022</p> <p>Denominator will include the number of participants that participated in Job Search during the period of 10-1-2021 to 9-30-2022.</p> <p>Numerator will include those participants that obtained employment during the period of 10-1-21 to 9-30-22.</p> <p>Denominator will include those that participated Job Search</p>

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
		during the period of 10-1-21 to 9-30-22.
Job Search Training	#, % completing component #, % of those obtaining employment	<p>Numerator will include those participants who completed component during the period of 10-1-2021 to 9-30-2022</p> <p>Denominator will include the number of participants that participated in Job Search Training during the period of 10-1-2021 to 9-30-2022.</p> <p>Numerator will include those participants that obtained employment during the period of 10-1-21 to 9-30-22.</p> <p>Denominator will include those that participated Job Search Training during the period of 10-1-21 to 9-30-22.</p>
English for Speakers of Other Languages	#, % increasing EFL	<p>Numerator will include those participants who increase EFL during the period of 10-1-2021 to 9-30-2022</p> <p>Denominator will include the number of participants that participated in ESOL during the period of 10-1-2021 to 9-30-2022.</p>

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).

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.)

Pledge Assurances

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).	Check Box
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	<input type="checkbox"/>

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).	Check Box
must be served even if the State agency exhausts all its 100 percent Federal funds and must use State funds.	
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 st 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 at-risk ABAWDs? At-risk ABAWDs are individuals in their third month of eligibility who are not otherwise exempt.

- f) 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.

- g) 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.

- h) What services and activities will be provided outside of SNAP E&T? (List the services and activities.)

- i) To pledge, State agencies must have capacity to offer a qualifying component 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?

Information about the size of the ABAWD population

Question	Number
A) How many ABAWDs did you serve in E&T in the previous FY?	
B) 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.	

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

Available Qualifying Components

	Expected average monthly slots available to at-risk ABAWDs: <i>(Should align with projected participation in Section G: Component Detail)</i>	Expected average monthly slots offered to at-risk ABAWDs	Expected monthly at-risk ABAWD participation for plan year
SNAP E&T			
Workfare programs (outside of SNAP E&T)			
WIOA title I programs (outside of SNAP E&T)			
A program under section 236 of the Trade Act of 1974 (outside of SNAP E&T)			
Veterans employment and training programs offered by the Department of Veterans Affairs or the			

	Expected average monthly slots available to at-risk ABAWDs: <i>(Should align with projected participation in Section G: Component Detail)</i>	Expected average monthly slots offered to at-risk ABAWDs	Expected monthly at-risk ABAWD participation for plan year
Department of Labor (outside of SNAP E&T)			
Workforce Partnerships in accordance with 7 CFR 273.7(n)			
Total slots across all qualifying activities			

Estimated cost to fulfill the pledge

	Value
A) What is the projected total cost to fulfill the pledge?	
B) Of the total in (A), what is the total projected administrative costs?	
C) Of the total in (A), what is the total projected costs for participant reimbursements?	

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

k) If the cost to fulfill the pledge exceeds the level of pledge funds received, how will the State agency ensure it commits sufficient funds to fulfill the obligation of the pledge? Include the level of funding the State agency is committing to fulfill the pledge above and beyond the Federal SNAP E&T 100 percent funds and pledge funds. Provide the share of these extra funds that will be covered by 50/50 funds and other State funds.

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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.

XVII. Non-Education, Non-Work Components

Supervised Job Search (SJS)	Answer the question in the space below
<p>Summary of the State guidelines implementing supervised job search. 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.</p>	<p>The State expects that agencies will have the capacity to meet with a participant 1:1 either in person or virtually to provide direct service for supervised job search. Dedicated vocational staff are expected to be available. These staff are expected to conduct bi-weekly meeting. Providers of this service can meet the technological needs of the individual customer either with access during an in-person meeting or with a loaned laptop to complete assignments.</p> <p>Each provider offering Supervised Job Search has submitted information detailing how their program will be structured to ensure that participants are directly supervised during their online searches and the submission of applications. Each participant will receive one-on-one assistance and coaching to ensure the positions they are applying for are those that they are qualified and ready to perform. Instructors will keep records detailing the attendance of the participants, number of job applications submitted and outcome of each application.</p> <p>Participants receive Case Management and financial literacy coaching during this component. All</p>

Supervised Job Search (SJS)	Answer the question in the space below
	<p>participants are screened for barriers to job search on an on-going basis and encouraged to contact their case manager if their situation changes or additional issues arise.</p> <p>Individuals have the option of meeting in-person (if State health guidelines allow), by phone or virtually. Discussions include reviewing job postings, progress with applications, case management, employment coaching. Contact between participant and provider is scheduled for bi-weekly, but the providers are available if the participant requires additional support. Supervised job search is individualized and tailored to the person.</p>
<p>Direct link. 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 have the skills to be successful in SJS and how the SJS program is tailored to employment opportunities in the community).</p>	<p>Those participants that are accepted into Supervised Job Search must have already completed a Work Readiness training and/or a vocational training or ready to enter the workforce.</p> <p>Labor market data is used to encourage positions the participants are researching and applying will pay a higher starting wage and/or in high demand.</p>
<p>Target Population. Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.</p>	<p>All RI SNAP E&T participants are eligible to enroll in Supervised Job Search after completion of Work Readiness and/or Vocational training or preparedness for work. This assessment screens the placement in immediate job search is appropriate for the participant</p>
<p>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.)</p>	<p>All RI SNAP E&T participants are eligible to enroll in Supervised Job Search. SJS is about attainment of skills to conduct a job search independently for individuals who require more guidance. Customers are given the choice during interview with SCW. Providers will assess participant and place them into the program that best suits their skills with Customer input. Guidance is provided</p>

Supervised Job Search (SJS)	Answer the question in the space below
Geographic Area. Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.)	Providence and State-wide
E&T Providers. Identify all entities that will provide the service.	Amos House Building Futures Crossroads RI Open Doors
Projected Annual Participation. Project the number of unduplicated individuals.	115
Estimated Annual Component Costs. Project only administrative costs.	\$138,280.83

Job Search Training (JST)	Answer the question in the space below
Description of the component. Provide a brief description of the activities and services.	<p>Job Search Training offers more comprehensive training and support than Supervised Job Search. Each provider that offers this component will meet regularly with each participant, but no less than bi-monthly. Participants will learn soft skills, critical thinking, business writing, time management, workplace norms, writing resumes and cover letters, set short- and long-term goals, skills and strategies for self-advocacy, financial literacy training, and work with a Career Counselor.</p> <p>Participants receive Case Management and financial literacy coaching during this component. All participants are screened for barriers to job search on an on-going basis and encouraged to contact their case manager if their situation changes or additional issues arise.</p> <p>Four providers offer this component: Year Up, Foster Forward, Connecting for Children & Families and Progreso Latino.</p>
Target Population. Identify the population that will be targeted.	All RI SNAP E&T participants are eligible to enroll in job search training if they are deemed through provider

Job Search Training (JST)	Answer the question in the space below
Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.	assessment to possess the skills to independently manage job search skills with less intensive involvement than an individual supervised job search.
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.)	All RI SNAP E&T participants are eligible to enroll in Job Search Training or Supervised job search. Job Search Training is attainment of skills to conduct a job search independently. Customers are given the choice during interview with SCW. Providers will assess participant and place them into the program that best suits their skills with Customer input. Guidance is provided if SJS seems more appropriate.
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.)	Woonsocket Providence Central Falls State-wide
E&T Providers. Identify all entities that will provide the service.	Connecting for Children & Families Foster Forward Progresso Latino Year Up
Projected Annual Participation. Project the number of unduplicated individuals.	159
Estimated Annual Component Costs. Project only administrative costs.	\$86,532.13

Job Retention (JR)	Answer the question in the space below
Description of the component. 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.	Participants that have obtained a position as a result of E&T services will be tracked for a period of not less than 30 days and not more than 90 days to verify that they are remaining employed. Those who experience conflict or difficulty or require additional support will be provided with case management, coaching and other supports to help them remain employed.
Target Population. Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens,	Any participant that obtained employment as a result of E&T services will be included in the Job Retention activities. Supports are offered at times convenient for the Customer.

Job Retention (JR)	Answer the question in the space below
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.)	Any participant that obtained employment as a result of E&T services can enroll in Job Retention, if offered at their training provider.
Geographic Area. Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, area covered by the American Job Centers, etc.).	Providence Woonsocket East Providence Providence State-wide
E&T Providers. Identify all entities that will provide the service.	Building Futures Connecting for Children & Families Crossroads RI Foster Forward Open Doors
Projected Annual Participation. Project the number of unduplicated individuals.	81
Estimated Annual Component Costs. Project only administrative costs.	\$27,747.36

Self-Employment Training (SET)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services.	N/A
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,	

Self-Employment Training (SET)	Answer the question in the space below
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, area 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.	

E&T Workfare (W)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services	N/A
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	

E&T Workfare (W)	Answer the question in the space below
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.	

XVIII. Educational Programs

Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services	Basic education consists of GED, NEDP and HSE. Essential education for many of our participants that provides them with the foundational skills needed to advance along a career pathway. Hours per week vary and length of time is dependent on each person's progress. All participants receive Case Management and digital literacy instruction. Participant reimbursements are also available.
Target Population. Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.	All participants are encouraged to enroll if they do not have their high school diploma.
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.)	No minimum requirements to enroll in this component.
Geographic Area. Where will the component be available (statewide, regional, counties,	Providence East Providence Central Falls

Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB)	Answer the question in the space below
localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).	Woonsocket Warwick
E&T Providers. Identify all entities that will provide the service.	Crossroads RI Dorcas International Institute of RI Foster Forward Genesis Center Providence Public Library Progresso Latino RIRAL Westbay Community Action Program
Projected Annual Participation. Project the number of unduplicated individuals.	559
Estimated Annual Component Costs. Project only administrative costs.	709,901.60
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.	E&T funds are used to support additional slots in the education components. These services are not offered as a state entitlement. Expenses for operating educational/training components may not be authorized for costs that exceed the normal costs of services provided to persons not participating in SNAP E&T programs. E&T funds are providing additional services like participant reimbursements which would otherwise not be covered elsewhere. Providers are required to list and show proof of all sources of nonfederal funds that will be used to support programming. These sources are verified through audit of invoices and budgets submitted to LISC. Providers will not receive reimbursement for tuition for any of these courses where it is otherwise available at no cost to the Participant.
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	Budgets submitted by the providers show the cost of the entire program, SNAP and non-SNAP. Costs allocated to E&T participants are used in preparing the annual program budget.

Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB)	Answer the question in the space below
charged for non-E&T participants (e.g. comparable tuition).	

Career/Technical Education Programs or other Vocational Training (EPC)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services	<p>The RI E&T program offers many different vocational trainings. C.N.A., Health Careers, Pharmacy Tech, Culinary, Building Trades, Dental Assistant, Trucking, Customer Service/Call Center, Banking, Community Health Worker, Medical Assistant, and Process Technician. The Dental Assistant training is being offered as a hybrid component with classroom instruction being offered virtually and the hands-on instruction taking place at an employer site. The employer has many job openings available and it is expected that most of the participants will be offered a position with this company. LISC and DHS are exploring other hybrid model trainings for the FY 22 program year.</p> <p>Each of these training offer hands-on learning in addition to classroom instruction. Participants can earn several industry-recognized credentials throughout the training. Participants are assessed for barriers at intake and throughout training to ensure that they can complete the training.</p> <p>Providers are building employer partnerships and tailoring the trainings to meet employer needs and requirements. Soft skills training is part of the training either incorporated into the vocational training or offered as a standalone component at each of the organizations. Case management, employment coaching and financial coaching are part of these trainings.</p> <p>Participants receive Case Management, financial coaching, digital literacy and employment coaching as an integral part of the component.</p>

Career/Technical Education Programs or other Vocational Training (EPC)	Answer the question in the space below
Target Population. Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.	Any participant that has the minimum EFL in reading and math and can pass a background check (where required) can enroll in the training. The East Bay region of RI has been targeted to increase opportunities in that area.
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.)	Participants must possess minimum EFL's and pass a background check (where needed for the position) to participate in the training. Those who do not have the minimum EFL's are referred to Adult Basic Education components to achieve the minimum levels. Once those are achieved, they can then enroll in the desired vocational training.
Geographic Area. Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, area covered by the American Job Centers, etc.).	Providence Woonsocket Westerly Statewide
E&T Providers. Identify all entities that will provide the service.	Amos House Connecting for Children & Families Genesis Center Open Doors Providence Public Library Westerly Education Center
Projected Annual Participation. Project the number of unduplicated individuals.	237
Estimated Annual Component Costs. Project only administrative costs.	\$405,223.32
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	E&T funds are used to support participants in the Vocational components. Programs offered through other resources in the State are not entitlement programs. Expenses for operating educational/training components may not be authorized for costs that exceed the normal costs of services provided to persons not participating in SNAP E&T programs. E&T funds are providing additional services like participant reimbursements which would otherwise not be covered

Career/Technical Education Programs or other Vocational Training (EPC)	Answer the question in the space below
funds used for other existing education programs.	elsewhere. Providers are required to list and show proof of all sources of nonfederal funds that will be used to support programming. These sources are verified through audit of invoices and budgets submitted to LISC. Providers will not receive reimbursement for tuition for any of these trainings where it is otherwise available at no cost to the Participant.
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).	Budgets submitted by the providers show the cost of the entire program, SNAP and non-SNAP. Costs allocated to E&T participants are used in preparing the annual program budget.

English Language Acquisition (EPEL)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services.	Participants will learn English along with integrated work readiness, digital and financial literacy. They receive instruction and practice reading, writing, listening and speaking English. Hours per week vary among providers. Participants receive Case Management, financial coaching, and digital literacy as part of the component.
Target Population. Identify the population that will be targeted for participation in the component. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.	Any participant that is not fluent in English is encouraged to enroll.
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.)	Any participant that is not fluent in English is encouraged to enroll.

English Language Acquisition (EPEL)	Answer the question in the space below
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.).	Providence Central Falls Woonsocket Statewide
E&T Providers. Identify all entities that will provide the service.	Genesis Center Providence Public Library Progresso Latino RIRAL
Projected Annual Participation. Project the number of unduplicated individuals.	105
Estimated Annual Component Costs. Project only administrative costs.	\$41,814.50
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.	E&T funds are used to support SNAP recipients in this education components. These services are not offered as a state entitlement. Expenses for operating educational/training components may not be authorized for costs that exceed the normal costs of services provided to persons not participating in SNAP E&T programs. E&T funds are providing additional services like participant reimbursements which would otherwise not be covered elsewhere. Providers are required to list and show proof of all sources of nonfederal funds that will be used to support programming. These sources are verified through audit of invoices and budgets submitted to LISC. Providers will not receive reimbursement for tuition for any of these courses where it is otherwise available at no cost to the Participant.
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).	Budgets submitted by the providers show the cost of the entire program, SNAP and non-SNAP. Costs allocated to E&T participants are used in preparing the annual program budget.

Integrated Education and Training/Bridge Programs (EPIE)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services.	N/A
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, area 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.	
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	

Integrated Education and Training/Bridge Programs (EPIE)	Answer the question in the space below
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).	

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

Work Readiness Training (EPWRT)	Answer the question in the space below
Target Population. Identify the population that will be targeted for participation in the component. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.	All participants can enroll in the standalone component or partake of Work Readiness training as part of their Basic Education or Vocational training.
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.)	There are no minimum requirements for this component. All participants are accepted.
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.).	Providence Woonsocket Warwick Statewide
E&T Providers. Identify all entities that will provide the service.	Providers that offer the standalone component are: Amos House Connecting for Children & Families Crossroads RI Open Doors Westbay CAP
Projected Annual Participation. Project the number of unduplicated individuals.	260
Estimated Annual Component Costs. Project only administrative costs.	\$116,983.37
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	E&T funds are used to support those customers who are interested in gaining the skills for preparing to enter the workforce. These services are not offered as a state entitlement. Expenses for operating educational/training components may not be authorized for costs that exceed the normal costs of services provided to persons not participating in SNAP E&T programs. E&T funds are providing additional services like participant reimbursements (transportation, technology, etc.) which

Work Readiness Training (EPWRT)	Answer the question in the space below
funds used for other existing education programs.	would otherwise not be covered elsewhere. Providers are required to list and show proof of all sources of nonfederal funds that will be used to support programming. These sources are verified through audit of invoices and budgets submitted to LISC. Providers will not receive reimbursement for participants in this component if there is a no cost, state entitled service offered elsewhere.
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).	Budgets submitted by the providers show the cost of the entire program, SNAP and non-SNAP. Costs allocated to E&T participants are used in preparing the annual program budget.

Other (EPO): State agency must provide description	Answer the question in the space below
Description of the component. Provide a summary of the activities and services.	N/A
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	

Other (EPO): State agency must provide description	Answer the question in the space below
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.	
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).	

XIX. 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 – one table for activities not subsidized by E&T (e.g. Work-based learning – Internships) and another 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 (WA)	Answer the question in the space below
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.	

Internship (WBLI)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services.	

Internship (WBLI)	Answer the question in the space below
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.	

Internship – Subsidized by E&T (WBLI - SUB)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services. Include the training objectives for each subsidized activity and how the State agency will ensure that the subsidized activity serves as a training to move participants into unsubsidized employment.	N/A

Internship – Subsidized by E&T (WBLI - SUB)	Answer the question in the space below
<p>Target Population. Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.</p>	
<p>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.)</p>	
<p>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.).</p>	
<p>E&T Providers. Identify all entities that will provide the service.</p>	
<p>Projected Annual Participation. Project the number of unduplicated individuals.</p>	
<p>Estimated Annual Component Costs. Project only administrative costs.</p>	

Pre-Apprenticeship/ Apprenticeship (WBLPA)	Answer the question in the space below
<p>Description of the component. Provide a summary of the activities and services to be offered.</p>	<p>Construction training through Building Futures is an in-depth program that offers hands-on construction training together with apprenticeship readiness (6 weeks), Pre-Apprenticeship training (5 weeks), Welding (3 weeks) and Homebuilding (length based on needed skill development). Training is supplemented with math and reading contextualized education. Participants receive case management, financial and employment</p>

Pre-Apprenticeship/ Apprenticeship (WBLPA)	Answer the question in the space below
	coaching as part of the component. Soft skills are also addressed during the Pre-Apprenticeship training.
Target Population. Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.	ABAWDs, Homeless
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.)	Participants must have their High School Diploma or equivalent, be between 18-30 years old and pass an initial assessment.
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.).	Providence Statewide
E&T Providers. Identify all entities that will provide the service.	Building Futures
Projected Annual Participation. Project the number of unduplicated individuals.	24
Estimated Annual Component Costs. Project only administrative costs.	\$98,531.70

Pre-Apprenticeship/ Apprenticeship – Subsidized by E&T (WBLPA- SUB)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services. Include the training objectives for each subsidized activity and how the State agency will ensure that the	N/A

Pre-Apprenticeship/ Apprenticeship – Subsidized by E&T (WBLPA- SUB)	Answer the question in the space below
subsidized activity serves as a training to move participants into unsubsidized employment.	
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.	

On-the-Job-Training (WBL0TJ)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services.	N/A
Target Population. Identify the population that will be targeted. Include special populations such	

On-the-Job-Training (WBLOTJ)	Answer the question in the space below
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.	

On-the-Job-Training – Subsidized by E&T (WBLOTJ - SUB)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services. Include the training objectives for each subsidized activity and how the State agency will ensure that the subsidized activity serves as a training to move participants into unsubsidized employment.	N/A
Target Population. Identify the population that will be targeted. Include special populations such	

On-the-Job-Training – Subsidized by E&T (WBLOTJ - SUB)	Answer the question in the space below
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.	N/A
Estimated Annual Component Costs. Project only administrative costs.	

Transitional Jobs (WBLTJ)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services.	N/A
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	

Transitional Jobs (WBLTJ)	Answer the question in the space below
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.	

Transitional Jobs – Subsidized by E&T (WBLTJ - SUB)	Answer the question in the space below
Description of the component. Provide a summary of the activities and services. Include the training objectives for each subsidized activity and how the State agency will ensure that the subsidized activity serves as a training to move participants into unsubsidized employment.	N/A
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,	

Transitional Jobs – Subsidized by E&T (WBLTJ - SUB)	Answer the question in the space below
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.	

Work-based learning - Other (WBLO): State agency must provide description	Answer the question in the space below
Description of the component. Provide a summary of the activities and services.	<p>Each of the vocational trainings conducted by Genesis Center allows for a hand-on learning experience at the conclusion of the classroom work. Each training has a distinct length of time the participants work with an employer-partner.</p> <p>Culinary – 5 weeks Health Careers – 60 hours Medical Assistant – 6 weeks C.N.A. – 120 hours Dental Assistant – 120 hours</p> <p>At the end of the work activity, many participants are hired by the employer-partner or given assistance to find other placements.</p>
Target Population. Identify the population that will be targeted. Include special populations such	Any participant that has the minimum EFL in reading and math and can pass a background check (where required) can enroll in the training that offers work activity.

Work-based learning - Other (WBLO): State agency must provide description	Answer the question in the space below
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.)	Participants must be enrolled in a component described above and achieve success in the classroom, either virtually or in-person.
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.).	Providence Statewide
E&T Providers. Identify all entities that will provide the service.	Genesis Center
Projected Annual Participation. Project the number of unduplicated individuals.	71
Estimated Annual Component Costs. Project only administrative costs.	\$283,905

Work-based learning - Other - Subsidized by E&T (WBLO - SUB): State agency must provide description	Answer the question in the space below
Description of the component. If subsidized by E&T, provide a summary of the activities and services. Include the training objectives for each subsidized activity and how the State agency will ensure that the subsidized activity serves as a	N/A

Work-based learning - Other - Subsidized by E&T (WBLO - SUB): State agency must provide description	Answer the question in the space below
training to move participants into unsubsidized employment.	
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.	

H. Estimated Participant Levels

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

SNAP E&T Projected Participation

A) Anticipated number of work registrants in the State during the Federal FY. This is an unduplicated count. Take into consideration the expected number of work registrants in the State on October 1 st as well as the number of new work registrants expected throughout the Federal Fiscal Year.	25,000
B) List State exemptions from E&T and the number of work registrants expected to be exempted under each category. A State operating a voluntary program would show that all work registrants are exempt. Alternatively, a State may exempt only certain populations from SNAP E&T participation, such as individuals experiencing homelessness.	25,000
C) Total estimated number of work registrants exempt from mandatory E&T (sum of State exemptions in B above).	25,000
D) Percent of all work registrants exempt from E&T (line C /line A * 100).	25,000
E) Anticipated number of ABAWDs in the State during the FY.	7,650
F) Anticipated number of ABAWDs in waived areas of the State.	7,650
G) Anticipated number of ABAWDs to be exempted under the State's ABAWD discretionary exemption allowance.	0
H) Number of potential at-risk ABAWDs expected in the State during the FY (line E – (lines F +G)).	0

Mandatory, Voluntary, and ABAWD Projected Participation

A) How many total mandatory participants do you expect to serve in E&T during the FY?	0
B) How many total voluntary participants do you expect to serve in E&T during the FY?	950
C) How many ABAWDs do you expect to serve in E&T during the FY?	50

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](#).

Contract or Partner Name: Dorcas International Institute of Rhode Island
Service Overview: Dorcas International Institute of Rhode Island will provide approved E&T services to enrolled SNAP recipients per RI E&T guidelines, adhere to federal and state rules and regulations of the E&T program for reporting and accounting purposes, as detailed in the contract with LISC, maintain communication with LISC, and report instances of non-compliance related to E&T work requirements.
Intermediary: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Components Offered: Adult Education
Credentials Offered: GED
Participant Reimbursements Offered: Transportation, Books, Registration/Certification fees
Location: Providence
Target Population: SNAP beneficiaries
Monitoring and communication with contractor: LISC and DHS will monitor and evaluate the success of the E&T program at Dorcas International Institute of Rhode Island through annual compliance visits, monthly reporting procedures and ongoing communication and technical assistance. LISC will also analyze the monthly outcomes submitted by the contractor to ensure target goals are being met.
Type of Agreement: 50% Reimbursement Contract
Total Cost of Agreement: \$415,819.36
Eligible for 75 percent reimbursement for E&T Services for ITOs: No
New Partner: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Contract or Partner Name: Local Initiatives Support Corporation
Service Overview: LISC will have the intermediary responsibility of managing, along with Assistant Administrator for SNAP E&T, all aspects of the E&T program for the State of RI through FFFY22. The DHS Assistant Administrator for SNAP E&T oversees the E&T program and directs LISC as in duties LISC is responsible for including executing and managing contracts with service providers; providing training and technical assistance to service providers; monitoring service provider fiscal and programmatic compliance; reporting monthly, quarterly and annually to the State; Services such as marketing the program statewide managing the activities of service providers and overseeing all services;; developing and implementing strategies for program expansion;; striving for continuous program improvement will be directed by DHS with LISC involvement.

Contract or Partner Name: Local Initiatives Support Corporation

DHS and LISC will undertake a broad array of activities supporting the continued expansion of program activities, including increasing the number of service providers, strengthening the capacity of service providers to train and support SNAP recipients, deepening and expanding partnerships with state agencies, employers and industry associations. DHS and LISC will continue to work within the State's workforce development network to integrate E&T into core initiatives and activities. E&T marketing materials will be updated with DHS review and approval. The SNAP E&T website, risnapet.org, will be updated and maintained on a timely basis to reflect new providers and programs as they become available to participants.

DHS and LISC will vet all potential service providers prior to contracting with them to confirm the presence of sufficient fiscal and programmatic capacity, appropriate programming and sufficient nonfederal funds to successfully manage an E&T program.

Service provider program performance will be monitored through monthly outcomes and financial reports, quarterly narrative reports, and ongoing technical assistance and communication. DHS staff will confer with providers regularly and develop better working relationship that include direct site visits. LISC will collect monthly participant level data from service providers, aggregate and un-duplicate this data, and submit reports providing participant outcomes to RI DHS monthly, quarterly and annually. DHS will receive national reporting measure data monthly from RI DLT for incorporation into the E&T reports submitted to RI DHS.

Service provider fiscal compliance will be monitored through monthly financial reports and annual compliance reviews. Service providers will receive technical assistance and resources to address any compliance issues that surface during these reviews. LISC will manage the service provider billing and disbursements. LISC is extremely responsive in all situations. Data is provided to DHS any time it is requested.

LISC will manage all disbursements against the E&T subcontracts. Service providers will submit monthly billing accompanied by State required backup documentation.

LISC will approve disbursements only for complete billing packages, for approved, budgeted expenses, with backup that ties out and for expenses associated with participants whose eligibility is verified by RI DHS. E&T vendor will invoice RI DHS for 50% and 100% expenditures on a monthly basis.

LISC and DHS will offer eight (8) information/training/knowledge sharing sessions throughout the year. Any program updates, procedural changes and/or policy updates will also be communicated to stakeholders through written materials that will be posted on risnapet.org. Service providers will continue to receive ongoing, one-on-one technical assistance with all programmatic and fiscal aspects of E&T.

Intermediary: Yes No

Contract or Partner Name: Local Initiatives Support Corporation
Components Offered: N/A
Credentials Offered: N/A
Participant Reimbursements Offered: N/A
Location: Providence, Statewide
Target Population: All SNAP E&T providers
Monitoring and communication with contractor: LISC will submit monthly invoices for 100% and 50% expenditures with backup documentation as required by the State. DHS will attend compliance monitoring visits with the providers.
Type of Agreement: FY 22 State 100%
Total Cost of Agreement: \$382,430
Eligible for 75 percent reimbursement for E&T Services for ITOs: No
New Partner: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Contract or Partner Name:
Service Overview:
Intermediary: <input type="checkbox"/> Yes <input type="checkbox"/> No
Components Offered:
Credentials Offered:
Participant Reimbursements Offered:
Location:
Target Population:
Monitoring and communication with contractor:
Type of Agreement:
Total Cost of Agreement:
Eligible for 75 percent reimbursement for E&T Services for ITOs:
New Partner: <input type="checkbox"/> Yes <input type="checkbox"/> No

Contract or Partner Name:
Service Overview:
Intermediary: <input type="checkbox"/> Yes <input type="checkbox"/> No
Components Offered:
Credentials Offered:
Participant Reimbursements Offered:
Location:

Contract or Partner Name:
Target Population:
Monitoring and communication with contractor:
Type of Agreement:
Total Cost of Agreement:
Eligible for 75 percent reimbursement for E&T Services for ITOs:
New Partner: <input type="checkbox"/> Yes <input type="checkbox"/> No

Contract or Partner Name:
Service Overview:
Intermediary: <input type="checkbox"/> Yes <input type="checkbox"/> No
Components Offered:
Credentials Offered:
Participant Reimbursements Offered:
Location:
Target Population:
Monitoring and communication with contractor:
Type of Agreement:
Total Cost of Agreement:
Eligible for 75 percent reimbursement for E&T Services for ITOs:
New Partner: <input type="checkbox"/> Yes <input 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.

Direct Costs:

<p>Salary/Wages: List staff positions in FTE and time spent on the project. <i>Example: E&T Program Manager - \$60,000 x .50 FTE = \$30,000</i> <i>5 E&T Counselors - \$25,000 x 1.00 FTEs x 5 = \$125,000</i></p>	<p>\$240,733.56: E&T Asst Admin-\$87,465.04 X 1FTE= \$87,465.04 E&T Sr. CW Sup-\$84,575.80 X 1FTE= \$84,575.80 E&T SCW- \$68,692.72 X 1FTE= \$68,692.72</p>
<p>Fringe Benefits: If charging fringe and benefits to the E&T program, provide the approved fringe rate.</p>	<p>\$98,525.00: Asst Admin- 40.35% Sr. CW Sup- 40.62% SCW- 42.04%</p>
<p>Contractual Costs: All contracts and partnerships should be included in the “contracts and partnerships” matrix of the E&T State Plan Operating Budget Workbook. Briefly summarize the type of services contractors/partners will provide, such as direct E&T program services, IT services, consulting, etc.</p>	<p>\$2,701,825.82 includes salary, fringe, and travel (see Operating Budget Section I, lines 6-11 for breakdown)</p> <p>\$2,357,567.00 for contractual costs (minus salary, fringe, and travel) Federal Costs: \$1,369,998.50 (inc. 100% allocation) State Costs: \$987,568.50</p> <p>Specific breakdown of admin costs for participating providers can be found in section G.</p>
<p>Non-capital Equipment and Supplies: Describe non-capital equipment and supplies to be purchased with E&T funds.</p>	
<p>Materials: Describe materials to be purchased with E&T funds.</p>	<p>\$0</p>

<p>Travel & Staff Training: Describe the purpose and frequency of staff travel charged to the E&T program. This line item should not include E&T participant reimbursements for transportation. Include planned staff training, including registration costs for training that will be charged to the E&T grant.</p>	<p>\$5,000 Intended for 3 E&T staff to attend conferences if travel restrictions are lifted The National Skills Coalition Skills Summit in 2/2022 in Washington DC. Calculations are based on travel to the 2019 Fall SNAP E&T Institute in Arlington Virginia to estimate the potential cost for three staff.</p>
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<p>Building/Space: If charging building space to the E&T program, describe the method used to calculate space value.</p>	<p>\$0</p>
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<p>Equipment & Other Capital Expenditures: Describe equipment and other capital expenditures over \$5,000 per item that will be charged to the E&T grant. (In accordance with 2 CFR 200.407, prior written approval from FNS is required.)</p>	<p>\$0</p>
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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.

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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.

<p>\$206,000</p>

Optional State Request for Additional 100 Percent Funds

Use the following questions to request reallocated 100 percent Federal funds. This template should be submitted with the E&T State plan.

- a) Provide the specific amount of additional funds requested.

- b) Indicate which of the following prioritized categories the reallocated funds will be used for:

- To conduct E&T programs and activities authorized as part of the requesting State’s 2014 Farm Bill pilot (priority A).

- To target a highly-barriered population and state the targeted population including any specific characteristic of the individuals to be targeted, such as disabled veterans (priority B).

- To conduct other E&T programs and activities that would meet the requirements of priority C.

- c) Provide a detailed plan for the use of the additional funds:

- o Describe the new or existing services or initiatives the funds will support. If applying under priority A, describe the 2014 E&T pilot activity that will be continued using the re-allocated funds.

- o Detail the cost of these services. Clearly demonstrate how the State agency determined the costs.

- o Describe the partners involved.

- Describe the location where the services will be provided.

- Describe the specific components or activities that will be provided and the estimated number of participants to be served in each component.

- Describe how the proposed plan enhances existing services or builds new opportunities for participants to gain access to employment and training services.

- Provide any information the State agency has on how the use of additional funds will support E&T programs and activities that have a demonstrable impact on the ability of participants to find and retain employment that leads to increased household income and reduced reliance on public assistance.

- Include any other useful details to better explain the proposed plan for the use of the additional funds.