



Center for  
Employment  
Opportunities



# Serving People via SNAP E&T

Presented by Center for Employment Opportunities:

Emily Dean  
Maurice Motley

March 30, 2022

# GROUP AGREEMENTS

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1. **Be Present** – Try to have cameras on, listen actively, and turn off other devices and apps during the webinar.
2. **Please mute** yourself until we take questions
3. **Q&A** –Feel free to use the chat to ask questions throughout the webinar. We will take questions midway and at the end of the presentation as well.
4. **Take care of your bodies**: Get up to stretch, use restroom, hydrate, etc.
5. **Practice Grace and Openness** We are all here to learn!

# PRESENTERS



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# AGENDA

## Recap & Introduction

- Review of last webinar: SNAP E&T Components
- Eligibility of SNAP E&T and fit with ESEs

## SNAP E&T Participants

- Overview of SNAP E&T eligibility and participation

## SNAP E&T Referral

- Mechanisms for Referral to SNAP E&T
- Process for SNAP E&T reverse referral

## Engaging with Your Agency

- Engaging your SNAP E&T Agency partners

## Engaging with Your Participants

- Communicating with participants about E&T

# SNAP E&T Webinar Series

Topic	Date
Kick off to SNAP E&T Partnerships for ESEs	March 2
Offering E&T Services	March 16
Serving People Via E&T	March 30
Assessing E&T Funding	April 13
Building Capacity for E&T	April 27
Next Steps & TA Cohort Launch	May 11

# Introduction to SNAP

The **Supplemental Nutrition Assistance Program (SNAP)** - sometimes referred to as “food stamps” - is the nation’s largest domestic nutrition assistance program. SNAP’s nearly \$74 billion in funding helped 40 million low-income Americans access food in 2018.

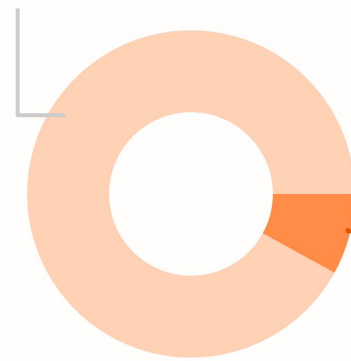
## Who is eligible to receive SNAP?

Eligibility is based on an individual’s **gross monthly income, net income, and assets**. Benefit amount is determined by income and certain expenses.

- ✓ **Gross Monthly Income**  
At or below 130% of the poverty line
- ✓ **Net Income**  
Household income after deductions must be at or below poverty line. *Deductions include income needed for basic needs, shelter, etc.*
- ✓ **Assets**  
Household assets must be \$2,250 or less (*some exceptions*)

## What does SNAP provide?

92% of spending goes **directly to purchasing food for SNAP participants**



8% goes to administration & program costs, like **SNAP Employment and Training (E&T)**

# Review: What are SNAP E&T Components?

Components are **specific services offered by 50/50 partners** to help SNAP E&T participants increase their employment skills and find permanent work.

These are the main components that are approved by FNS, but the **availability of reimbursement** for each component may vary from state to state:

 Supervised Job Search

 Job Search Training

 Work Experience

 Education

 Job Retention (up to 90 days)

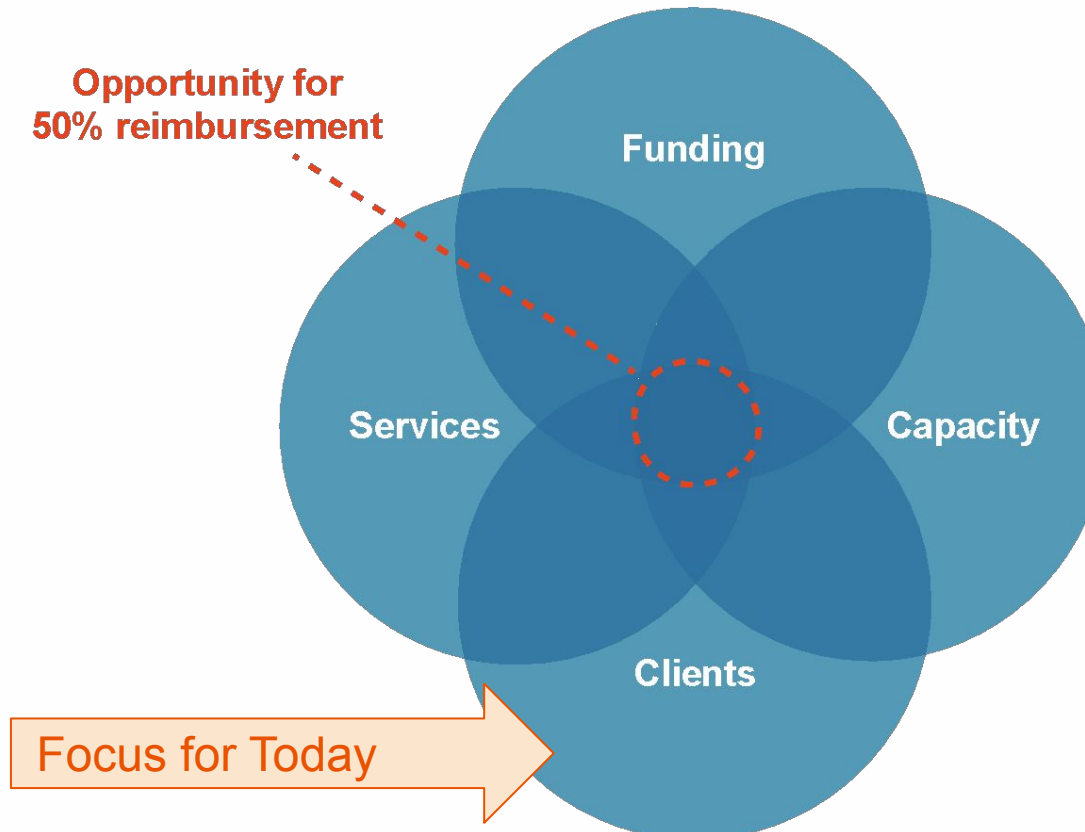
 Self-Employment Training

 Workfare

**Your organization may already be offering one or more these components to the participants you currently serve.** For E&T, providers will need to track how SNAP E&T clients participate and move through these components.

# Becoming a 50/50 Partner for Services

In this session, we'll review who is eligible for E&T services and how to engage your participants in the program.





# SNAP E&T Serves ESE Clients

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# Why is SNAP and SNAP E&T Important to our ESE Participants?

SNAP / SNAP E&T is a critical resource for those facing barriers to work, providing:

## Food



Assists with food security, a basic need, by providing funds to support the purchase of food for eligible participants

## Employment



Provides access to job training through SNAP Employment and Training (E&T) and funding third-party service providers

## Support



Provides additional support individuals would not otherwise receive, via 50% reimbursement for union dues or uniforms

**ESE clients who are on SNAP will access E&T services through your program.**

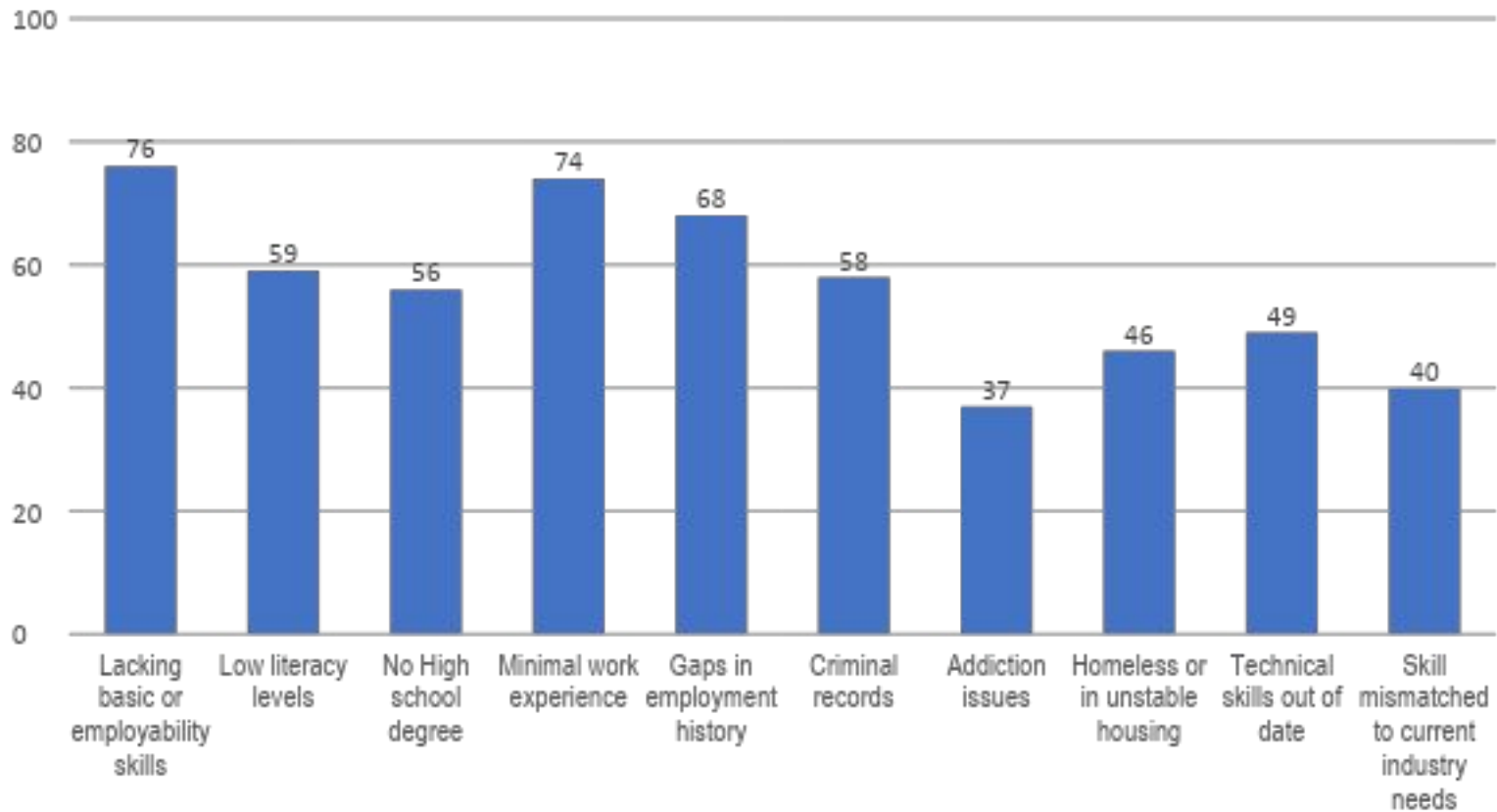
# SNAP E&T Eligibility

If a participant is receiving SNAP, they are likely eligible for SNAP E&T.  
**In order to participate in SNAP E&T, the participant must:**

- ✓ **On SNAP the month they participate in a component (except retention)**
- ✓ **Not Receiving TANF**
- ✓ **Able to work upon program completion**

**Many of your existing ESE participants likely qualify for SNAP E&T.**

# Barriers to Employment: Providers' Assessments of E&T Participants



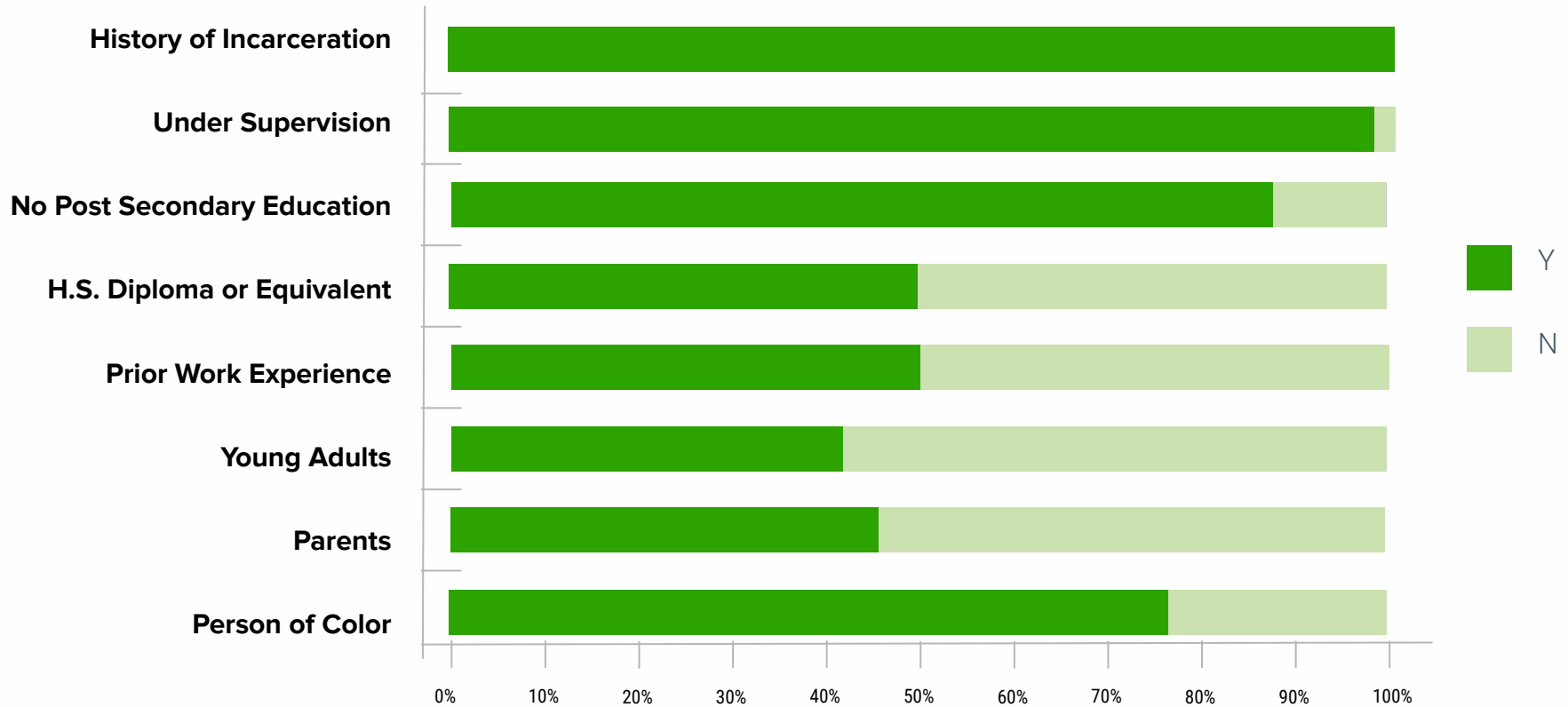
Source: Mathematica

*Advancing Equity, Building Resilience, Sustaining Hope*



# Barriers to Employment: CEO's Participants

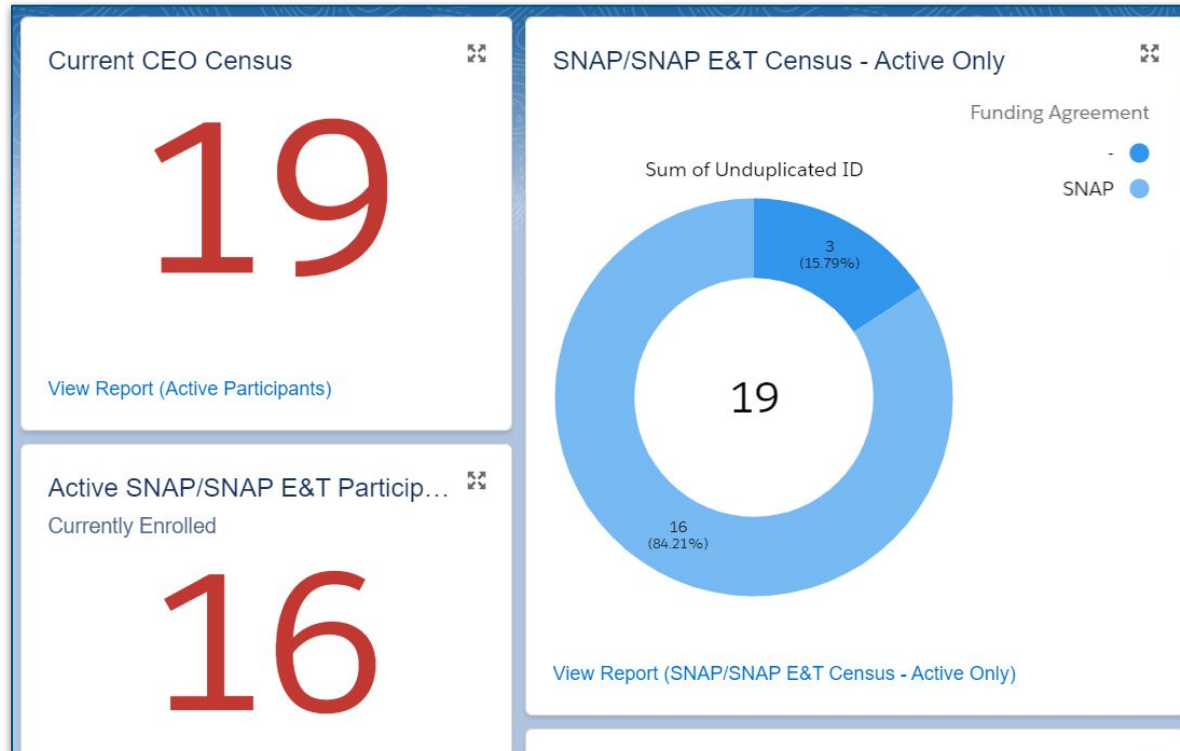
**CEO's participants face many of the same barriers as other E&T participants.** Our participants are returning home from incarceration, and often have little to no work experience prior to CEO.



# Becoming a 50/50 Partner for Participants: CEO Example

CEO SNAP E&T enrollment generally ranges from 40-70% of all CEO participants.

## Colorado Springs Example



# SNAP E&T Eligibility: Looking Ahead to an ESE E&T Proposal

If a participant is receiving SNAP, they are likely eligible for SNAP E&T.  
**In order to participate in SNAP E&T, the participant must:**

- ✓ **On SNAP the month they participate in a component (except retention)**
- ✓ **Not Receiving TANF**
- ✓ **Able to work upon program completion**

**How many of your clients likely qualify? Do you have a way of assessing these qualifications currently?**

# SNAP E&T Eligibility: Work Requirement

Under federal law many individuals are required to work to maintain food support benefits. **ESEs should be familiar with these terms as often SNAP E&T agencies are looking for E&T program opportunities for SNAP recipients.**

## SNAP Work Requirements

- General SNAP work requirement requires people age 16-59 to maintain 30+ hours per week of work, and not turn down job offers
- Able-bodied adults without dependants age 18-49 (ABAWDs) required by law to **work and/or participate in a work program at least 80 hours/month** to receive SNAP more than 3 months in a 3-year period

## Impact for CEO Participants

Most of our participants are classified as ABAWDs.

- Sometimes as the participant's employer, CEO may have to sign off on their ABAWD hours reporting.
- It's the SNAP agency's responsibility to monitor compliance with the work requirement.



# SNAP E&T Participants: Referral into E&T

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# SNAP E&T Enrollment

Your ESE is likely already serving SNAP E&T eligible participants. You have your normal referral pipeline. E&T enrollment is just an extra step during orientation.



**Participant  
Receives SNAP**



**Participant Enrolled  
in SNAP E&T**

**What does this  
provide?**

**Access to food benefits** for participants that meet SNAP eligibility requirements.

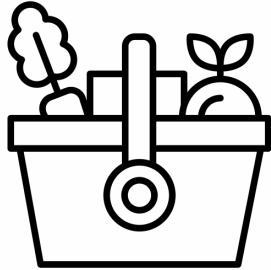
**Employment and job training** for individuals who are receiving SNAP.

**How does this  
enrollment  
work?**

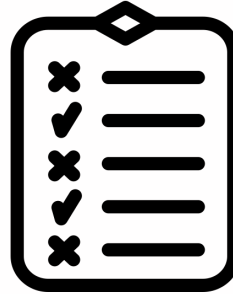
**SNAP Benefits Application**

**Communicating with your  
SNAP E&T agency**

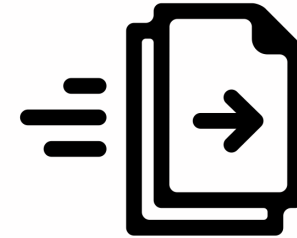
# Direct Referrals



An individual is enrolled in SNAP benefits through the State or local agency.



The State SNAP Agency assesses the recipient's employment skills and needs and determines which component(s) would be a good fit

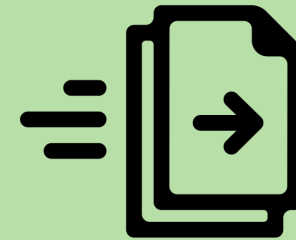


State Agency refers SNAP recipient to a third party partner (your ESE!).

This is a **less common** method of referral. Not every State SNAP Agency issues direct referrals since there may not be enough funding for the administrative component of this work.

## Direct Referrals in Colorado

- Local agency identifies individual as a potential match for CEO
- Agency sends referral information to CEO through mutually designed form
- CEO calls potential participant to verify match for program and give them more details about the program
- If all goes well, CEO schedules them for orientation
- CEO follows up with Agency to thank them and let them know we've scheduled their referral



**We recommend beginning your E&T program first and then establishing direct referrals with your agency as appropriate.**

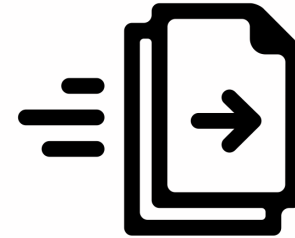
# Reverse Referrals



An individual is referred to your ESE for services through your existing referral sources



Your ESE verifies SNAP benefits or assist participants who need this tool with applying for SNAP



You “Reverse refer” or communicate E&T participation to the SNAP E&T agency

This is the **most likely E&T referral path** for your ESE participants and more about communicating with your SNAP/SNAP E&T agency that an individual receiving SNAP is now participating in E&T with your ESE.



# Reverse Referral to E&T

Many of CEO's participants are referred from state departments of corrections.

They may have signed up for SNAP as part of their reentry case plan or need help from CEO to access SNAP. Almost all of CEO E&T participants are reverse referrals.



Introduce E&T during orientation and assist with benefits as needed



Open a salesforce record to track E&T participation

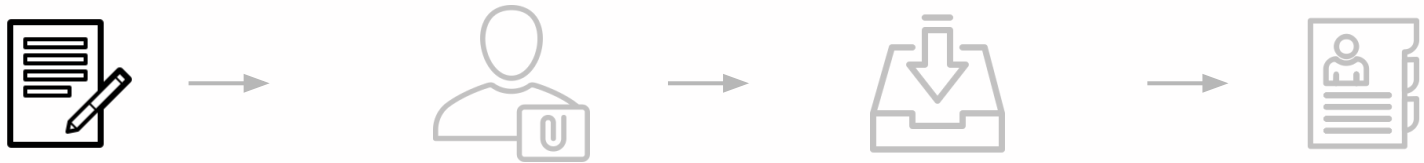


Submit list of participants to agency for SNAP verification and E&T enrollment



Update Salesforce to reflect participant's E&T Status

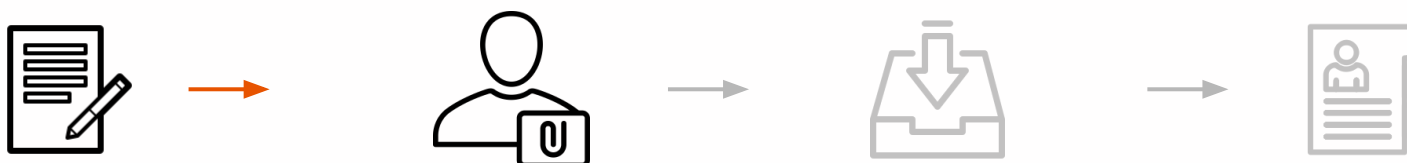
# Reverse Referral to E&T



## Introduce E&T during orientation and have participants sign paperwork

- Provide an **overview of SNAP and SNAP E&T programs** - through a presentation and/or participant handout
- Have participants **complete & sign any relevant paperwork**
  - These may grant your ESE the permission to exchange personal data with the agency and/or acknowledgment from the participant to voluntarily participate in E&T
  - Many sites find it useful to include this paperwork / waiver as part of a participant's standard orientation documents that CEO requires

# Reverse Referral to E&T

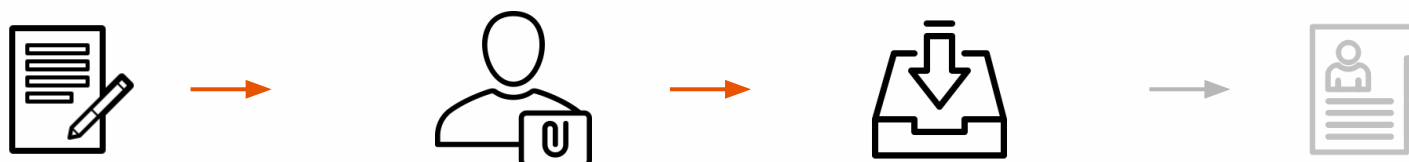


## Start a record of SNAP E&T engagement and program services

- Use your existing data tracking systems where possible to begin tracking participant for SNAP E&T - you might need to add a few fields.
- Work with your agency for exact reporting needs and structures, but in general you'll need to track:
  - Individuals' participation in your E&T program components
  - Participants' signed forms in E&T (saved)
  - Participant SNAP E&T status - verification must happen each month so we track that communication in salesforce



# Reverse Referral to E&T



## Submit list of participants to agency for SNAP and E&T verification

- Verification happens monthly by submitting a list of participants receiving SNAP and are eligible for E&T either through **an excel spreadsheet or checking an online case management system.**
- Through this submission, you are verifying SNAP benefit receipt and enrolling participants into E&T with your program
- ***This process looks a bit different for different agencies, but your agency will work with you on a process that ensures individuals who are eligible for E&T can access it.***

# Reverse Referral to E&T



## Update your records to capture verification for all participants

- Once you complete the verification, you'll update your data to capture this communication for each participants
- Reminder that this happens each month, so you'll need to keep your data up-to-date to reflect your most recent verification

We'll talk more about data capture and reporting in  
**Webinar 4: Capacity for SNAP E&T on April 27**

# A Note on Navigating Access to SNAP Benefits

Your ESE's participants may need assistance in navigating food security by applying for SNAP. **While jurisdictions vary in SNAP administration, applications share the same high-level process points. Note that SNAP outreach is not a part of your E&T program.**



## Application

Your staff help participants **understand and open a SNAP application**



## Interview

Participants need to complete a SNAP interview, and your agency provides **interview prep and scheduling support**



## Eligibility Verification

Before certifying SNAP, administrations will need to **verify eligibility** with pay stubs and identity documentation

At CEO, our goal is to **identify & help participants address barriers to employment including, food security.**

By overcoming challenges facing our participants' access to SNAP, we can further **support our participants.**

Once employed, a participant's wages will affect their SNAP benefits. Even if a participant loses access to SNAP and SNAP E&T (prior to the "retention" component), **they can still continue on with your ESE program**, completing that training and support.

## Who is eligible to receive SNAP?

Eligibility is based on an individual's **gross monthly income, net income, and assets**. Benefit amount is determined by income and certain expenses.



### **Gross Monthly Income**

At or below 130% of the poverty line



### **Net Income**

Household income after deductions must be at or below poverty line.



### **Assets**

Household assets must be \$2,250 or less  
*(some exceptions)*

# Engaging with Your SNAP & E&T Agency

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## Relationship with your local SNAP E&T agencies is important for supporting participants and verifying E&T rosters.

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- ✓ **Understand and follow any state or county E&T handbook** and ask questions up front so you understand reporting requirements and expectations.
- ✓ **Establish a point of contact** for all questions, and review opportunities to streamline data management and reporting requirements.
- ✓ **Work with your E&T agency on efficient processes**, especially early in your contract, to create mutually agreed upon processes and partnership.

**E&T management requires effective relationship development and management.**

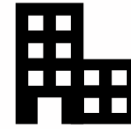
# Building Relationships for both SNAP & E&T



Permission from participants to share information about cases



Regular calls with both E&T and SNAP benefits managers



SNAP agency visits at CEO offices



Engagement with local food bank

## CEO Colorado: Lessons Learned

- Worked with agency to add a few columns on recertification to give participants a heads up on deadlines;
- Agency comes to classroom training orientation with cookies to do case management on site.
- Created MOU with county partners to share information since contract is held by the state.
- During initial partnership, scheduled regular check-in meetings with county partners to discuss pain points and find solutions.

# Engaging ESE Participants in E&T

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# Tie Back to Process Slide



**Participant  
Receives SNAP**



**Participant Enrolled  
in SNAP E&T**

**What does this  
provide?**

**Access to food benefits** for participants that meet SNAP eligibility requirements.

**Employment and job training** for individuals who are receiving SNAP.

**How does this  
enrollment  
work?**

**SNAP Benefits Application**

**Communicating with your  
SNAP E&T agency**

**Across these process of accessing food benefits and enrolling in SNAP E&T, there are various reasons why a participant may be denied.**

# Common Obstacles to E&T Participation

## Potential Reasons for SNAP Rejection

- Income is too high
- Are a dependant on another person's SNAP
- Live in a facility where meals are provided
- Haven't completed application steps so aren't receiving SNAP
- Confusion over address
- Lost SNAP because of ABAWD work requirement non-compliance
- Lost SNAP because didn't recertify

## With SNAP, Potential Reasons for SNAP E&T Rejection

- Receiving TANF
- Isn't able to work

# Common Obstacles to E&T Participation: Denied SNAP Benefits

Reason	Description	Potential Next Steps
<b>Haven't completed application steps</b>	In order to enroll in SNAP, a participant must complete all 3 steps. If one or more step is incomplete, they won't receive SNAP.	CEO can support participants in gathering necessary document to complete all enrollment steps.
<b>Lost SNAP because didn't recertify</b>	There are regular re-certifications to ensure an individual is still eligible. If participants don't recertify, they will lose benefits	You can help participants regain benefits if lost. Try working with your agency partners to get warnings if a participant's re-certification is coming up.
<b>Income is too high</b>	If an individual's income is too high, their food benefits may be reduced or end completely	If a participant's income changes below the threshold, they can re-apply.
<b>Are a dependant on another person's SNAP</b>	If a participant relies on another person for food, and that person receives SNAP, then the participant is not eligible.	Check if the participant if their dependence changes. If they purchase their own food, they are eligible for their own SNAP.
<b>Live in a facility where meals are provided</b>	Unless residents pool their SNAP for food, if a participants food is provided for them, they are not eligible.	If the participant's living arrangements change, be sure to touch base for them to re-apply.
<b>Confusion over address</b>	A participant may think they can't apply if they are homeless, or if their roommate gets SNAP	Homeless individuals are eligible; If living with roommates, ask the agency if you can provide a letter explaining that the individuals buy food separately
<b>ABAWD work req't non-compliance</b>	ABAWDs must report their hours to keep their SNAP benefits.	Your ESE can choose to support participants in reporting their hours to maintain benefits.

# Addressing Common Participant Concerns

If I enroll in SNAP E&T, **I'll lose my SNAP food benefits** when I leave CEO's program.

I don't want to enroll in SNAP because **I don't want my PO to know even more** about where I am and what I do.

**I'm already receiving SNAP benefits**, so I can't apply for E&T too. I don't want to mess with my food benefits by applying for something else.

**I don't understand the process.**  
I'd rather just avoid it.

I'm moving around a lot right now. I can't apply for SNAP because **I don't have a permanent or reliable address.**

Since participants often have a lot of questions around enrolling in SNAP and SNAP E&T, **it is important for your staff to effectively message SNAP and SNAP E&T to participants at all connection points.**



## When do we discuss SNAP E&T with Participants?

**During P2E:** Adjust your site's materials to include SNAP and SNAP E&T

- P2E slides
- Participant Flyers / Handouts
- Forms & Waivers

**In Job Coaching/Job Development:** Integrate food security into job coaching meetings

- Part of our holistic support of participants
- Help them access / regain SNAP!



## When do we discuss SNAP E&T as a CEO Team?

**Leadership:** Monitor and touch base with team about SNAP E&T performance *throughout the month*

**Program Management:** Follow up & work with team on challenges with enrollment, data entry, or performance

**Staff:** Provide feedback & insight about barriers to SNAP, or any challenges with the SNAP E&T management process

# Colorado Springs Participant Story

Russell enrolled into the CEO program in July 2020 motivated and committed to finding full time employment. ***“CEO has taught me the right way to address my conviction and how to answer questions about my past. Both Scott and Chiquita have really helped me address how to interview, which was very stressful to me before CEO because I have not done it in 20 plus years”*** Russell says.

Russell began receiving SNAP benefits in early August. For Russell, receiving these benefits has greatly reduced his stress since being released from prison. ***“I know that at least I will have food and it’s amazing not having that concern weighing on me”*** stated Russell. Today, Russell has successfully found full time employment as an asbestos removalist and reports that he has saved over \$1,000 since being in the CEO E&T program.



## Next Up: SNAP E&T Webinar Series

Topic	Date
Kick off to SNAP E&T Partnerships for ESEs	March 2
Offering E&T Services	March 16
Serving People Via E&T	March 30
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Next Steps & TA Cohort Launch	May 11

**Seattle Jobs Initiative will lead the April 13 presentation.**

**PPT and Webinar Recordings - [https://redfworkshop.org/snap\\_et](https://redfworkshop.org/snap_et)**