



## SNAP EMPLOYMENT & TRAINING FOR APPALACHIA

# SNAP ELIBILITY, SCREENING & REFERRAL

April 22<sup>nd</sup>, 2026

# TODAY'S AGENDA



<b>Topic</b>	<b>Details</b>
<b>Welcome &amp; Reflection</b>	Temperature check!
<b>Review: SNAP E&amp;T and Services</b>	Quick recap of last session
<b>SNAP E&amp;T Participants</b>	Eligibility, Enrollment
<b>SNAP E&amp;T Participants</b>	Referral & Policy
<b>Up Next</b>	What's To Come & Important Dates

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# PRESENTERS



**Deana Radar**  
**Seattle Jobs Initiative**



**Aaron Wisenbarger**  
**Center for Employment  
Opportunities**



# REFLECTION & TEMPERATURE CHECK

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For each statement below, select use the **thumbs up** or the **thumbs down** emoji to indicate whether you agree or disagree!

1

I understand both the opportunities and challenges for my organization related to SNAP E&T



2

I feel good about our alignment with SNAP E&T and its key components



3

I'm aware of the next steps we need to take to become a SNAP E&T Provider



# SNAP & SNAP E&T REVIEW

# WHAT IS SNAP E&T?

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The **SNAP Employment and Training (SNAP E&T)** Program is a federally funded workforce training program to help SNAP recipients gain economic self-sufficiency.

**USDA / FNS**

The federal government, specifically the **USDA**, provides ~\$550 million annually to **States** to operate SNAP E&T programs. In FY 2023, SNAP E&T served about 315,000 participants

**State or  
County**

All States are required to **operate SNAP E&T programs** and submit an annual state plan. They have flexibility in designing programs that meet their communities' needs

*Some Agencies  
Leverage  
Intermediaries*

**E&T 50/50  
Providers**

States often work with orgs who provide employment & training services to SNAP participants as **third-party 50/50 partners**. These partners can be Community Based Organizations (CBOs), Colleges and Employee Based Social Enterprises or Businesses.

# RECAP: UNDERSTANDING SERVICES

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*Check Appropriate  
State Plan for Details*



**Components:** At least one component must be offered. Job Retention and sometimes others are not allowed to be only component offered.



**Case Management:** Required activity case noting, at least monthly check-ins are usually required. States set their own requirements for case management.

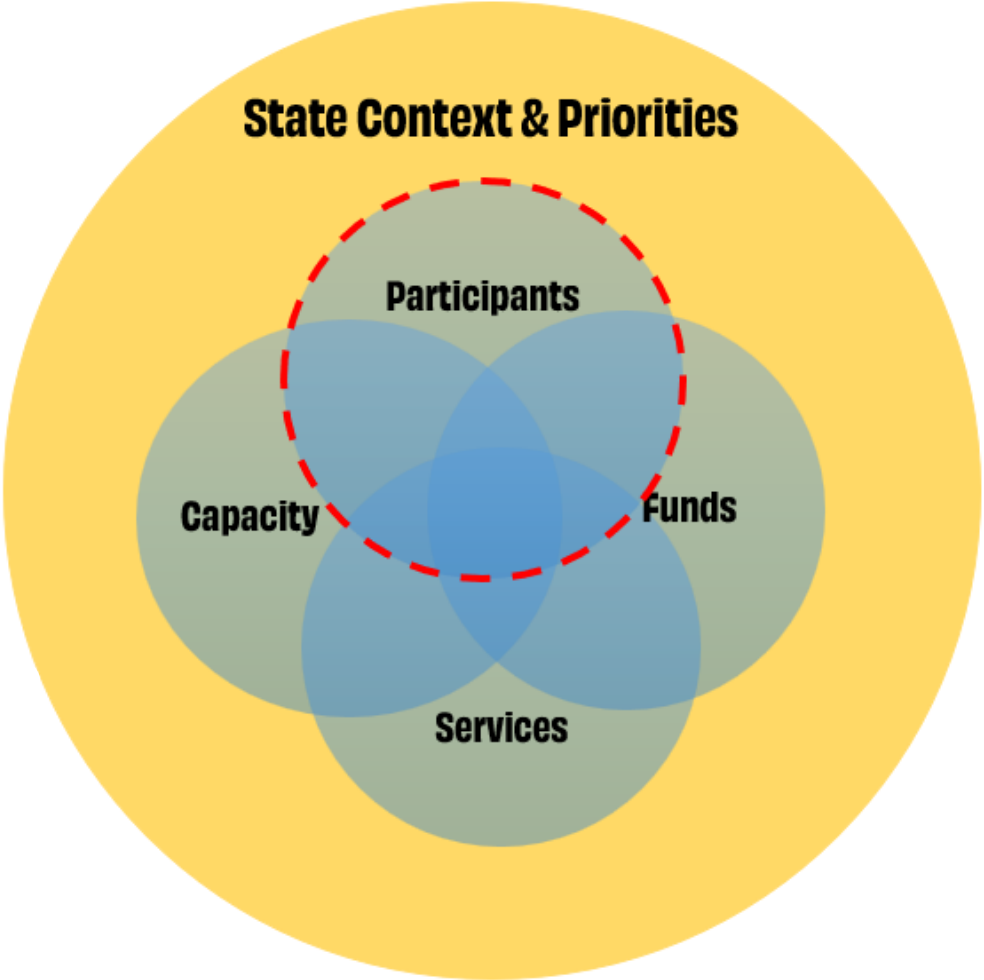


**Participant Reimbursements :** Supportive services that are reasonably necessary to participate in components; don't necessarily have to provide them yourself but need to have a referral system for providing supportive services if your program cannot provide them.

# SNAP E&T ALIGNMENT



**A strong SNAP E&T provider has alignment with SNAP E&T in four key areas**



# SNAP & SNAP E&T PARTICIPANTS

# SNAP E&T: WHO IS ELIGIBLE



## 01 RECEIVING SNAP

Are receiving SNAP in the month they participate in a component -- except for job retention



## 02 NOT RECEIVING TANF

Do not receive TANF cash assistance



## 03 ABLE TO WORK

Are able to work upon program completion

# IDENTIFYING YOUR PARTICIPANTS



## ASK

Ask your program participants if they receive SNAP, TANF or other forms of assistance; You can include this in your program orientation, intake, or case management meetings, for example.



## ASSESS

Utilize other relevant information you collect such as current income, employment status, or household make up to assess possible SNAP eligibility.



## SUPPORT

For those who appear eligible for SNAP you can encourage and assist them with applying:

- Share application process and support initial steps
- Utilize SNAP Outreach providers in your area

# TWO STEP ENROLLMENT

When discussing SNAP and E&T, there are actually two different “enrollments” for participants. These are separate processes through which you can support participants.



**Step 1:**

## Enroll in SNAP



**Step 2:**

## “Refer” to SNAP E&T

**What does this provide?**

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

Support for employment and job training for individuals that are receiving SNAP.

**How does this enrollment work?**

Help participants complete **SNAP application**, including an interview and gathering necessary documentation.

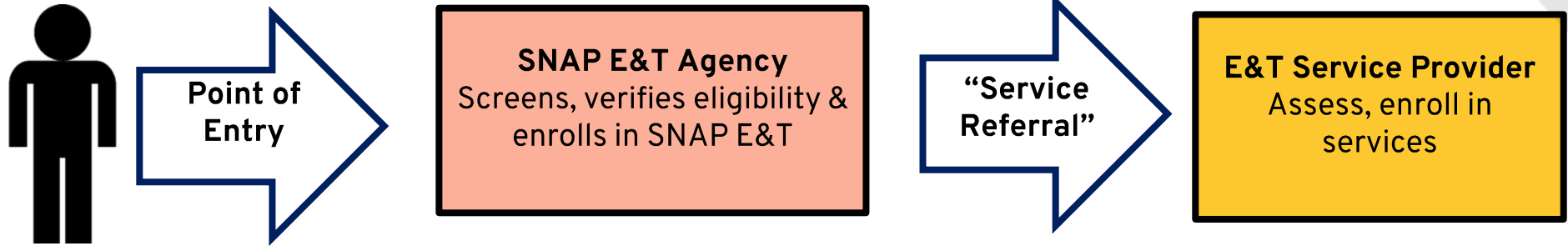
After verifying participants are receiving SNAP, the organization will still have to verify if participants are eligible for E&T.



# DIRECT REFERRAL AND REVERSE REFERRAL

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## Direct Referral

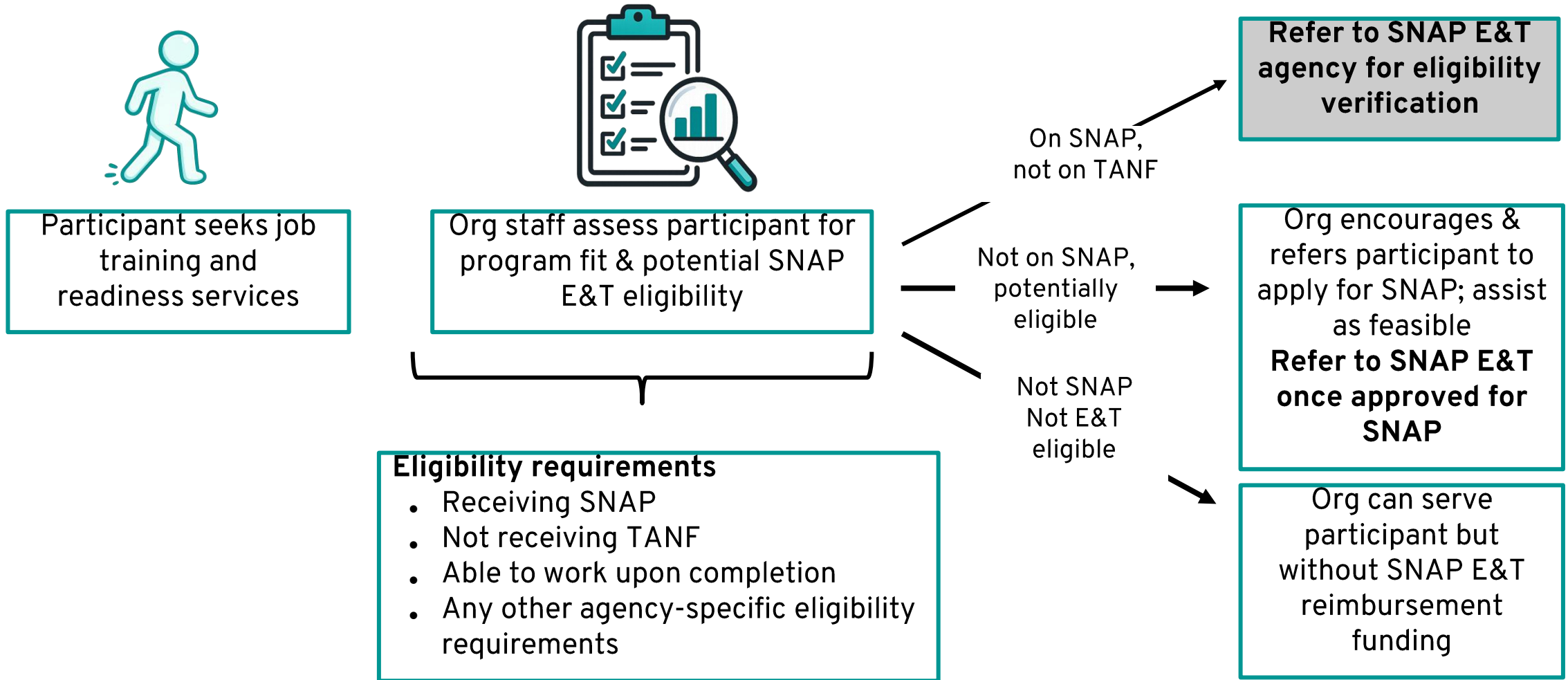


## Reverse Referral



\*Can be enrolled in SNAP to become eligible

# HOW REVERSE REFERRALS WORK



# EMBEDDING SNAP E&T ELIGIBILITY/REFERRAL INTO YOUR PROGRAM

As an E&T provider, you will need to embed key SNAP E&T required tasks related to participant eligibility into program entry and case management services.



## 1. Screening for SNAP and SNAP E&T Eligibility

Optional: Assisting potentially eligible participants apply for SNAP



## 2. Communication With SNAP Agency



## 3. SNAP E&T Verification and Enrollment



## 4. SNAP E&T Orientation



## 5. Employability Assessment



## 6. Ongoing SNAP E&T eligibility verification



### BEST PRACTICE

Integrate these tasks into your intake process and case management workflow to ensure seamless participant support and progress

# WAYS OF COMMUNICATING WITH YOUR AGENCY

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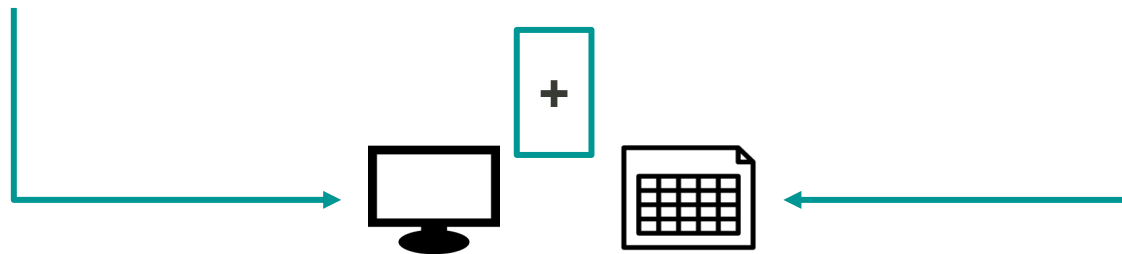
You'll communicate with the SNAP agency to verify SNAP E&T enrollment



Shared case management system with E&T agency



Submitting spreadsheets via secure email with E&T agency



Combination of both case management and spreadsheets

# Helping Maintain SNAP and SNAP E&T Eligibility

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## Who is considered an ABAWD?

**Definition:** SNAP recipients aged 18–64 who do not meet an exemption.

### Exemption

**Examples:** Mental/physical barriers to work, being pregnant, or living with a child under age 14

**Screening:** Performed by Eligibility Workers during application & recertification.

## What is required of ABAWDs?

- Work in a work program for at least 80 hours a month.
- Participate in a work program at least 80 hours a month.
- Participate in a combination of work and work program hours for a total of at least 80 hours a month

## What happens if ABAWDs don't meet the requirement?

If an ABAWD fails to meet the work requirement for any three months in a three-year period, they can lose their benefits.

## What role do third party providers play?

- Understand basic SNAP work requirements and assist clients with compliance
- Support participants with ABAWD reporting and meeting work requirements

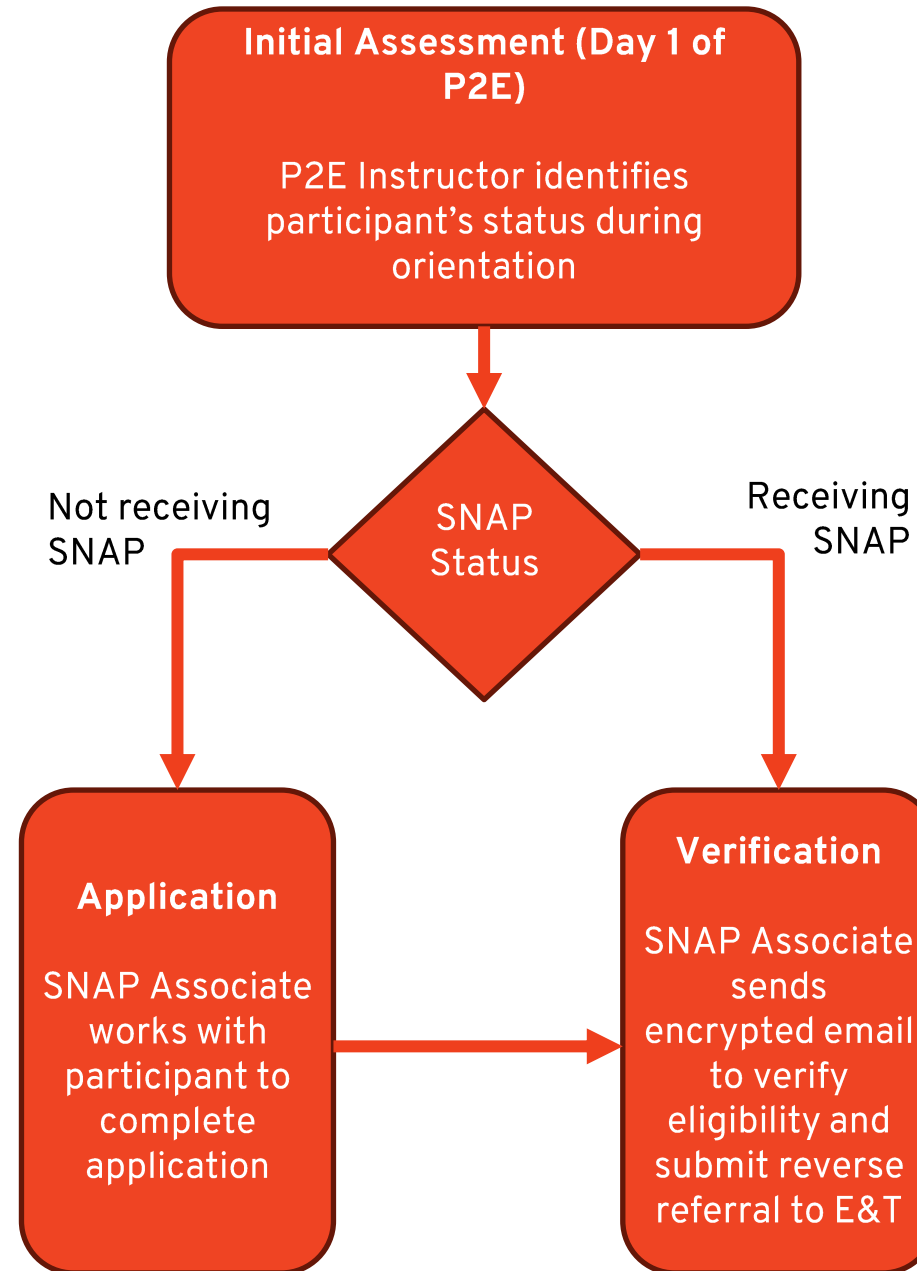
For a detailed breakdown of policy shifts related to the ABAWD work requirements, review the full brief [Expanded SNAP Work Requirements: What ESE Leaders Need to Know](#)



# ELIGIBILITY PROCESS IN ACTION

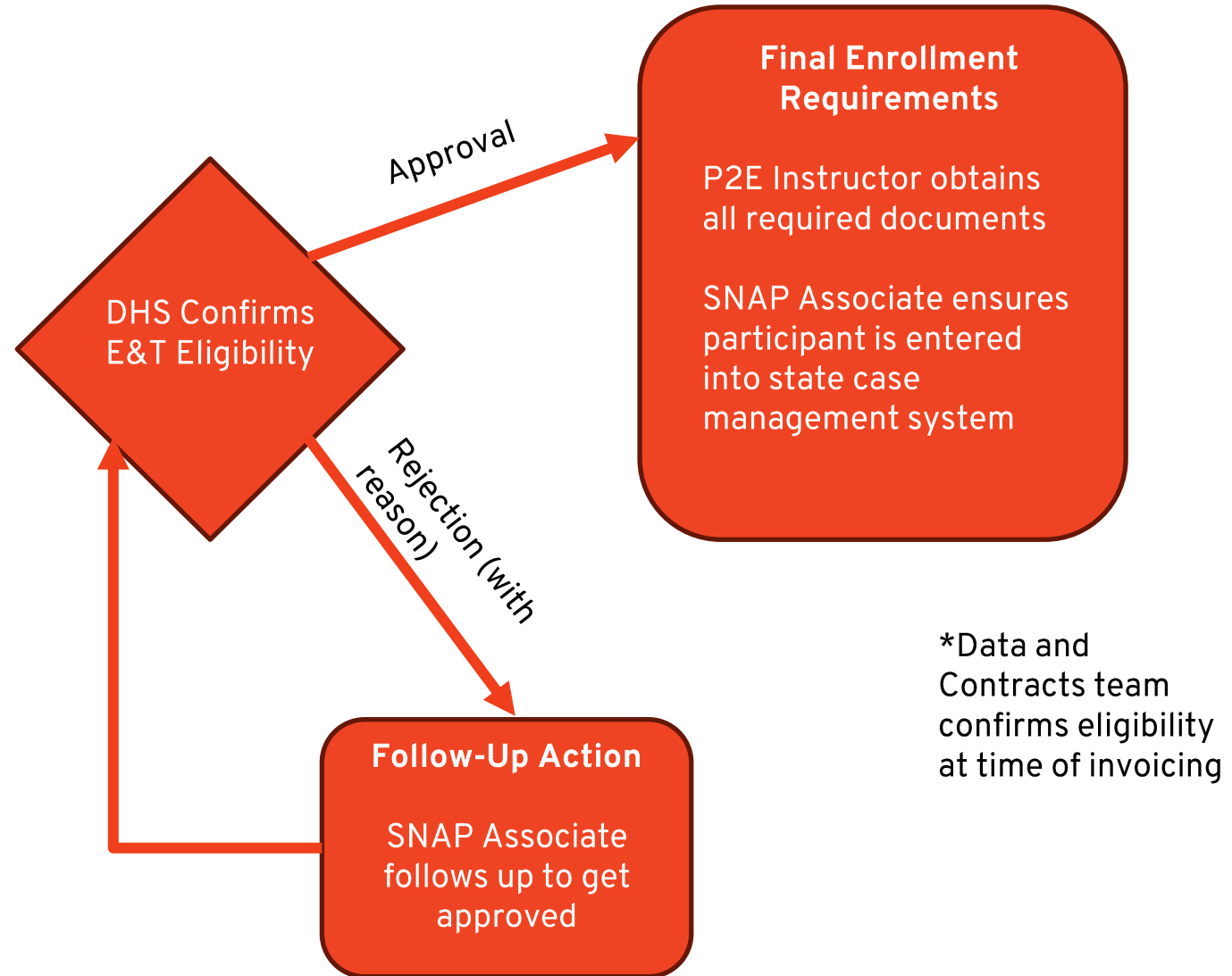
# Determining Participant Eligibility at CEO:

## Step 1



# Determining Participant Eligibility at CEO:

## Step 2



# OPERATIONALIZING SNAP AND SNAP E&T VERIFICATION

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1

Do you currently track if a participant receives SNAP? If not, is there a way to incorporate the question into your intake process?

2

If a participant is a great fit for your program but isn't on SNAP yet, how would your orientation change to support them through a SNAP application?

3

Who on your current team would be responsible for sending the 'Reverse Referral' and communicating with the state agency?

4

What checkpoints could you add to your monthly processes to verify a participant is *still* receiving SNAP benefits?

**QUESTIONS?**

# UP NEXT & ACTION ITEMS

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## Complete before Next Training:

- ✓ Update Workplans & Notes
- ✓ Complete Services & Staff Mapping Tool

## Upcoming Training Dates & Topics:

- Wednesday May 27<sup>th</sup> 2PM EST

### **SNAP E&T Monthly Training: Organization & Staff Capacity**

Does your organization have the infrastructure and staffing in place in order to fulfil the administrative and programmatic requirements for SNAP E&T? Dive into the administrative processes to track participation, services delivered, and verify SNAP E&T eligibility and identify capacity or training needs

## Resources:

- [REDF Workshop](#) Our Custom Cohort Landing page to access these training decks, recordings, resources, best practices, and more!

# RESOURCES



## Participant Interactions

- [E&T Orientation Checklist Template](#)
- [Template for Client Participant Orientation](#)
- [Participant SNAP E&T Handout Template](#)
- [SNAP and SNAP E&T Participant FAQs](#)
- [SNAP E&T Employability Assessment \(CEO Example\)](#)

## Policy Memos & Guides

- [Expanded SNAP Work Requirements and Time Limits Brief](#)
- [Expanded SNAP Work Requirements Summary](#)
- [FNS SNAP Eligibility Q&A](#)
- [FNS SNAP E&T Landing Page](#)