

USDA FNS SNAP E&T STATE PLAN

STATE NAME	STATE CODE	FEDERAL FISCAL YEAR	VERSION
Arkansas	AR	2026	Original Submission

FORM STATUS: Approved on 12/03/2025 11:30 AM EST

KEY PROGRAM STAFF

Provide one contact person for the State E&T Program.

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AMENDMENT LOG

NOTE: THE AMENDMENT LOG IS ONLY APPLICABLE WHEN SUBMITTING AN AMENDMENT TO A STATE PLAN

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.

The below list includes common acronyms utilized within this plan.

Acronym	Definition
ABAWD	Able-Bodied Adult without Dependents
AE	Adult Education
ARIES	Arkansas Integrated Eligibility System
CAP	Corrective Action Plan
CFR	Code of Federal Regulations
CTE	Career and Technical Education
DCO	Division of County Operations
DHS	Department of Human Services
E&T	Employment and Training
ELA	English Language Acquisition
ELL	English Language Learners
ET	Employment & Training
FFY	Federal Fiscal Year
FNS	Food and Nutrition Service
FTE	Full-Time Equivalency
FTI	Federal Tax Information
FY	Fiscal Year
GA	General Assistance
GED	General Educational Development (Diploma)
HR1	House Resoultion Bill 1
IRS	Internal Revenue Service
IT	Information Technology
ITO	Indian Tribal Organization
M	Mandatory Program (4-1-2026 to 9-31-2026)
ME	Management Evaluation
MET	Mandatory Employment and Training
MIS	Management Information System

OFO	Office of Field Operations
OPGM	Office of Program and Grant Management
PEA II	Program Eligibility Specialist II (Formerly Program Eligibility Analyst)
PES	Program Eligibility Specialist
PO	Purchase Order
QC	Quality Control
SNAP	Supplemental Nutrition Assistance Program
SW	SNAP Works
TA	Technical Assistance
TANF	Temporary Assistance for Needy Families
TEA	Transitional Employment Assistance
USDA	United States Department of Agriculture
V	Voluntary Program (10-1-25 to 3-31-26)
WIOA	Workforce Innovation and Opportunity Act

SUMMARY OF PROGRAM

Provide the vision and mission of the State E&T program. In addition, describe how your State agency's E&T program meets the purpose of E&T which is to:

- Increase the ability of SNAP participants to obtain regular employment
- Meet State or local workforce needs

The Arkansas SNAP Employment and Training (E&T) Program is committed to empowering Supplemental Nutrition Assistance Program participants with the skills, resources, and opportunities necessary to achieve meaningful, sustained employment and long-term financial independence. The program prepares participants for the workforce through targeted work-related education, training, and employment services.

Our mission is to connect participants with high-quality education, training, and work opportunities that foster self-sufficiency. Through strategic partnerships, individualized case management, and evidence-based services, we support participants in overcoming barriers to employment and advancing along career pathways that lead to lasting economic stability.

To achieve this mission, the SNAP E&T Program provides and ensures access to:

- Comprehensive case management services;
- Supportive services to address barriers to participation;
- Education and skills training; and
- Work-based learning and employment opportunities.

These services are designed to improve employability, create pathways to career advancement, and ultimately foster independence while enhancing participants' quality of life.

The Arkansas SNAP E&T Program works in close collaboration with Arkansas Workforce Connections, serving as an active member of its Workforce Innovation and Opportunity Act (WIOA) Executive Committee. As a partner program, SNAP E&T maintains open and ongoing communication regarding workforce needs in Arkansas, aligning program services with the requirements of local employers and the broader economic landscape.

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

- State
 County

Provide the web addresses (URLs) of State E&T policy resources used such as handbooks and State administrative code, if available. Enter a single URL per row.

URL	Resource Type
Link to resource	Arkansas SNAP Policy
Link to resource	SNAP E&T State Plan FFY25
Link to resource	SNAP E& T Provider map and information
Link to resource	DHS SNAP Page

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. Significant changes could include those made as a result of management evaluation findings or participation in program improvement initiatives, such as SNAP to Skills. It is not necessary to include changes made as a result of new Federal rulemaking.

From October 1, 2025 through March 31, 2026, the SNAP E&T Program will continue operating under its current design as a voluntary program while the state finalizes the necessary functions, processes, and procedures for the launch of the Mandatory SNAP E&T Program, scheduled to begin April 1, 2026. Beginning April 1, 2026, the Arkansas Department of Human Services (DHS) will begin implementing Arkansas Act 974 of 2019 along with requirements from HR1. This implementation will enact Mandatory SNAP Employment and Training (E&T) requirements for Able-Bodied Adults Without Dependents (ABAWDs), adults with school-aged children, and other individuals not otherwise exempt under 7 U.S.C. §2015(o).

Program Participation and Referral Process

- Mandatory SNAP E&T clients who are willing, able, and eligible to participate will, during their Program Eligibility Specialist (PES) interview, review available E&T providers in their county of residence. Together, the PES and client will select the provider for referral.
- Providers will be permitted to serve clients in their county of residence as well as in counties that directly border the provider's county.
- The ARIES system will continue referring all willing, able, and eligible mandatory clients to participate in SNAP Works. Referrals will no longer follow the round-robin assignment method; instead, all tasks will be issued as provider-specific referrals.

Voluntary Participants Transition Policy

- Voluntary participants meeting program requirements as of April 1, 2026 will be permitted to remain in SNAP E&T until they are no longer meeting program requirements.
- If a participant loses SNAP eligibility after April 1, 2026, they will also lose eligibility for SNAP E&T services as a voluntary referral. Should they later reapply or regain SNAP eligibility, their E&T participation status will be determined based on their current eligibility at the time of reapplication, regardless of prior program status.

Sanction Policy for Non-Participation

- If a mandatory client declines participation during the PES interview, no referral will be made, and a sanction will be imposed immediately.
- Sanctions will be applied as follows:
 1. First occurrence: 1-month sanction
 2. Second occurrence: 6-month sanction
 3. Third occurrence: 12-month sanction

Proposed E&T Providers for FFY 2026

- Adult Education Services
- Arkansas Northeastern College
- Arkansas Employment Career Center
- Gateway Allied Health
- Shorter College

The State Agency remains open to establishing new provider agreements under revised program expectations. Conversely, the State Agency reserves the right to decline funding to proposed providers unable to meet program requirements.

Planned Federal Compliance

The State Agency is preparing for the implementation of provisions contained in House Resolution Bill 1 (also referred to as the Big Beautiful Act), effective April 1, 2026.

Highlight any changes from above that the State agency is making to the E&T program based on the prior year's performance, for instance changes made as a result of E&T outcome and participation data.

NA

CONSULTATION AND COORDINATION WITH THE WORKFORCE DEVELOPMENT SYSTEM

State agencies must design the E&T program in consultation with the State workforce development board and operate the E&T program through the statewide workforce development system (7 CFR 273.7(c)(5)). The goal of this section is to explain the relationship between the State agency and other organizations it plans to consult and coordinate with for the provision of services, including organizations in the statewide workforce development system. The statewide workforce development system refers to a network of providers, which may include government and the public sector; community-based organizations and non-profits; employers and industry; occupational training providers; and post-secondary institutions, such as community colleges. Please note the State workforce development board is an entity that establishes Regional strategic plans and sets funding priorities for their area. They are distinct from State workforce agencies.

Consultation

Consultation with the workforce development system generally includes discussions to learn about services provided in the community and how each organization functions and coordinates with others in the community. State agencies can demonstrate they consulted with their State workforce development board by noting the dates of conversations, who they spoke with, what they spoke about, and how they incorporated this information into the design of their E&T program.

Did the State agency consult the State workforce development board?

- Yes
 No

Describe how the State agency consulted with the State workforce development board in designing its SNAP E&T program. Include the names, dates and outcomes of the consultation.

Date	State Workforce Development Board Name	Title(s) of Person Consulted	Outcome of Consultation
08/12/2025	Arkansas Workforce Connections	Special Programs Administrator - Office of Employment and Training	The Arkansas SNAP E&T management team met with Mr. Michael Tippin on August 12, 2025, to discuss the programs that they offer, how our two units work together and how we would like to further develop our working relationship to serve the clients of the SNAP E&T program. We are a member of their board and we meet with them on a regular basis but this provided our team with a better understanding of their process, programs and goals. We anticipate that we will develop a good working relationship for our clients. The outcome of this consultation while no

		<p>immediate changes were made it did pave the way for a enhanced working relationship, more open communication and involvement in both sides of the working relationship, along with more involvement with both parties and an opportunity to better coordinate in FFY26 as we continue to serve our population.</p>
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Coordination

Coordination with the workforce development system consists of efforts to partner with workforce providers to directly serve SNAP E&T participants or to align the flow or types of services offered across programs.

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 Arkansas Department of Human Services will implement Act 974 of 2019, resulting in the establishment of a mandatory-only SNAP Employment and Training (E&T) program effective April 1, 2026. Beginning on this date, the State of Arkansas will no longer serve voluntary SNAP E&T participants.

In preparation for this transition, the SNAP E&T Administrator and program leadership are working in close coordination with the Arkansas Workforce Connections team to strengthen efforts and enhance service delivery for shared clients. As part of this initiative, an initial consultation meeting with the new SNAP E&T management team in Arkansas ws held on August 12, 2025.

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).

Component services delivered through Adult Education Services are funded under Title II and coordinated by Adult Education Services providers. Adult Education operates under the administration of the Arkansas Department of Commerce, Division of Workforce Connections, which also oversees the administration of the Workforce Innovation and Opportunity Act (WIOA). This shared administrative structure offers a strategic advantage, enabling stronger coordination of services across programs, including those available through Title I.

The State Agency is engaged in ongoing discussions with the Division of Workforce Connections to explore how SNAP E&T participants can access Title I services. This collaboration aims to increase participant enrollment in these programs and expand access to additional component services offered through the Workforce Development System.

WIOA activities available to SNAP E&T participants may include life skills training, supervised job search, job search training, basic education, vocational education, work-based learning, and supportive

services designed to promote job retention and wage progression. The degree of alignment between programs and partnerships varies by local region, depending on the location of contractors and the regional service structure.

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

Yes

No

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.

NA

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).

The State Agency is actively researching additional federal and state employment programs that may offer opportunities for collaboration. The goal is to identify potential partnerships that could be integrated into the SNAP E&T service model in the near future to enhance participant outcomes and expand available resources.

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.

Did the State agency consult with ITOs in the State?

- Yes
- Yes, but not all ITOs
- No
- There are no ITOs in my State

UTILIZATION OF STATE OPTIONS

State agencies have the flexibility to implement policy options to adapt and meet the unique needs of State populations. Check which options the State agency will implement.

Does the State agency offer an E&T program statewide?

Yes

No

Indicate the type of E&T program the State agency operates.

Mandatory per 7 CFR 273.7(e)

Voluntary per 7 CFR 273.7(e)(5)(i)

Combination of mandatory and voluntary

Indicate which of these counties offer **mandatory** E&T programs. The counties that are not selected will be marked as voluntary.

- | | | |
|--|--|--|
| <input type="checkbox"/> Arkansas County | <input type="checkbox"/> Garland County | <input type="checkbox"/> Newton County |
| <input type="checkbox"/> Ashley County | <input type="checkbox"/> Grant County | <input type="checkbox"/> Ouachita County |
| <input type="checkbox"/> Baxter County | <input type="checkbox"/> Greene County | <input type="checkbox"/> Perry County |
| <input type="checkbox"/> Benton County | <input type="checkbox"/> Hempstead County | <input type="checkbox"/> Phillips County |
| <input type="checkbox"/> Boone County | <input type="checkbox"/> Hot Spring County | <input type="checkbox"/> Pike County |
| <input type="checkbox"/> Bradley County | <input type="checkbox"/> Howard County | <input type="checkbox"/> Poinsett County |
| <input type="checkbox"/> Calhoun County | <input type="checkbox"/> Independence County | <input type="checkbox"/> Polk County |
| <input type="checkbox"/> Carroll County | <input type="checkbox"/> IZARD County | <input type="checkbox"/> Pope County |
| <input type="checkbox"/> Chicot County | <input type="checkbox"/> Jackson County | <input type="checkbox"/> Prairie County |
| <input type="checkbox"/> Clark County | <input type="checkbox"/> Jefferson County | <input type="checkbox"/> Pulaski County |
| <input type="checkbox"/> Clay County | <input type="checkbox"/> Johnson County | <input type="checkbox"/> Randolph County |
| <input type="checkbox"/> Cleburne County | <input type="checkbox"/> Lafayette County | <input type="checkbox"/> Saline County |
| <input type="checkbox"/> Cleveland County | <input type="checkbox"/> Lawrence County | <input type="checkbox"/> Scott County |
| <input type="checkbox"/> Columbia County | <input type="checkbox"/> Lee County | <input type="checkbox"/> Searcy County |
| <input type="checkbox"/> Conway County | <input type="checkbox"/> Lincoln County | <input type="checkbox"/> Sebastian County |
| <input type="checkbox"/> Craighead County | <input type="checkbox"/> Little River County | <input type="checkbox"/> Sevier County |
| <input type="checkbox"/> Crawford County | <input type="checkbox"/> Logan County | <input type="checkbox"/> Sharp County |
| <input type="checkbox"/> Crittenden County | <input type="checkbox"/> Lonoke County | <input type="checkbox"/> St Francis County |
| <input type="checkbox"/> Cross County | <input type="checkbox"/> Madison County | <input type="checkbox"/> Stone County |
| <input type="checkbox"/> Dallas County | <input type="checkbox"/> Marion County | <input type="checkbox"/> Union County |
| <input type="checkbox"/> Desha County | <input type="checkbox"/> Miller County | <input type="checkbox"/> Van Buren County |
| <input type="checkbox"/> Drew County | <input type="checkbox"/> Mississippi County | <input type="checkbox"/> Washington County |
| <input type="checkbox"/> Faulkner County | <input type="checkbox"/> Monroe County | <input type="checkbox"/> White County |
| <input type="checkbox"/> Franklin County | <input type="checkbox"/> Montgomery County | <input type="checkbox"/> Woodruff County |
| <input type="checkbox"/> Fulton County | <input type="checkbox"/> Nevada County | <input type="checkbox"/> Yell County |

What are the characteristics of the population the State intends to mandate to its E&T program? Separate characteristics with commas to ensure that all data points are captured independently. Be sure all spelling errors are resolved to avoid inconsistencies in reporting.

Beginning October 1, 2025 through March 31, 2026, SNAP Employment and Training will continue as the voluntary program that is currently structured in Arkansas. Starting April 1, 2026 the Arkansas Department of Human Services (DHS) will implement Arkansas Act 974 of 2019 along with requirements from HR1. This implementation will enact Mandatory SNAP Employment and Training (E&T) requirements for Able-Bodied Adults Without Dependents (ABAWDs), adults with school-aged children, and other individuals not otherwise exempt under 7 U.S.C. §2015(o).

Does the State agency serve the following populations? Select 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)

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?

- Yes
- No

CHARACTERISTICS OF INDIVIDUALS SERVED BY E&T

State agencies are required to include information about the categories and types of individuals they plan to exempt from mandatory E&T participation (7 CFR 273.7 (c)(6)(iv)), as well as the characteristics of the population they plan to place in E&T (7 CFR 273.7 (c)(6)(v)).

What are the characteristics of the population the State agency intends to serve in E&T (e.g. target population)? This question applies to both mandatory and voluntary participants.

- ABAWDs
- Homeless
- Veterans
- Students
- Single parents
- Returning citizens (aka: ex-offenders)
- Underemployed
- Those that reside in rural areas
- All Work Registrants 10/1/2025-3/31/26

Estimated Participant Levels

Project participation in E&T for the upcoming Federal fiscal year. 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 fiscal year.

Anticipated number of work registrants	91,948
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State Exemptions

List State exemptions from E&T and the participation, such as individuals to be exempted under each category.

EXEMPTION	TOTAL INDIVIDUALS
All non-ABAWD SNAP Work registrants 4-1-26 to 9-30-26 Mandatory Only Program Period	18,171
All non-ABAWD SNAP works registrants 10-1-25 to 3-31-26 Voulntary Only Program period	15,000
An individual's ability to engage in another vocational training component will be decided on a case-by-case basis. 10-1-25 to 3-31-26 Voluntary Only Program Period	20

An individual's ability to engage in another vocational training component will be decided on a case-by-case basis. 4-1-26 to 9-30-26 Mandatory Only Program Period	30
When the individual is assigned an ABAWD discretionary exemption. Foster care ; residing in a domestic violence shelter 10-1-25 to 3-31-26 Voluntary Only Program Period	145
When the individual is assigned an ABAWD discretionary exemption. Foster care ; residing in a domestic violence shelter 4-1-26 to 9-30-26 Mandatory Only Program Period	200
When the individual is fulfilling the ABAWD requirement to work through an acceptable means other than SNAP E&T. 4-1-26 to 9-30-26 Mandatory Only Program Period	100
When the individual is fulfilling the ABAWD requirement to work through an acceptable means other than SNAP E&T. 10-1-25 to 3-31-26 Mandatory Only Program Period	50
When the individual is temporarily laid off from work – the individual must provide verification of intent to return to work. (Temporarily laid off has been determined by policy unit to be six months or less.) 10-1-25 to 3-31-26 Voluntary Program Period	25
When the individual is temporarily laid off from work – the individual must provide verification of intent to return to work. (Temporarily laid off has been determined by policy unit- to be six months or less.) 4-1-26 to 9-30-26 Mandatory Only Program Per	75
When the individual lives more than 35 miles (1 hour one way) from a location at which the individual may receive/engage in services. This includes DHS offices when virtual services are available. 10-1-25 to 3-31-26 Voluntary Program	200
When the individual lives more than 35 miles (1 hour one way) from a location at which the individual may receive/engage in services. This includes DHS offices when virtual services are available. 4-1-26 to 9-30-26 Mandatory Only Program	300
When the individual successfully completes a vocational training component in the E&T program. Note that the individual will not be exempt from the general work requirements or the ABAWD work requirement and time limit 10-1-25 to 3-31-26 Voluntary Program	25
When the individual successfully completes a vocational training component in the E&T program. Note that the individual will not be exempt from the general work requirements or the ABAWD work requirement and time limit 4-1-26 to 9-30-26 Mandatory Program	75
When the individual's out of pocket expenses required to participate in the program exceed the amount allowable or available for reimbursement (until a suitable component is available or their circumstances change). 4-1-26 to 9-30-26 Mandatory Program	30

When the individual's out of pocket expenses required to participate in the program exceed the amount allowable or available for reimbursement (until a suitable component is available or their circumstances change).; 10-1-25 to 3-31-26 Voluntary Program	20
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Total estimated number of work registrants exempt from mandatory E&T	34,466
Percent of all work registrants exempt from E&T	37.48%

ABAWDs

Anticipated number of ABAWDs in the State	9,000
Anticipated number of ABAWDs in waived areas of the State	0
Anticipated number of ABAWDs to be exempted under the State's ABAWD discretionary exemption allowance	3,966
Anticipated number of ABAWDs in the State who meet the criteria under 7 CFR 273.7(d)(3)(i)	5,034

E&T Participants

Anticipated number of mandatory E&T participants	8,910
Anticipated number of voluntary E&T participants	1,000
Total anticipated number of E&T participants	9,910
Anticipated number of ABAWDs to be served in E&T	1,000

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

- Annually
- Bi-annually
- Other

ORGANIZATIONAL RELATIONSHIPS

State agencies are required to include information on the organizational relationship between the units responsible for certification and the units operating the E&T components, including units of the statewide workforce development system, if available. For the purposes of the questions below, E&T providers are considered to include units of the statewide workforce development system. FNS is specifically interested in ensuring that the lines of communication are efficient and that, if applicable, noncompliance with mandatory E&T is reported to the certification unit within 10 working days after the noncompliance occurs, per 7 CFR 273.7(c)(4). State agencies must also include information on the relationship between the State agency and other organizations it plans to coordinate with for the provision of services.

The following questions are about how the E&T program is structured in your State agency.

Indicate which division within the SNAP State agency is responsible for the E&T program. (i.e. establishes E&T policy, contracts for E&T services, monitors providers). For example, explain if the E&T program unit is separate from the SNAP certification unit, and if there are separate E&T units at the county level.

The SNAP Employment and Training (E&T) Program is jointly administered by the Office of Program and Grant Management (OPGM) and the Office of Field Operations (OFO).
 Within OPGM, the SNAP E&T Program Unit is responsible for:

- Administering SNAP E&T subgrants;
- Providing program support to subgrantees and OFO;
- Monitoring subgrantee performance; and
- Overseeing program participation monitoring.

The SNAP Policy Unit, also within OPGM, is responsible for establishing SNAP E&T policy. Compliance reporting is coordinated jointly between OPGM and OFO.
 The OFO is responsible for SNAP certification. There are no county-level SNAP E&T units in Arkansas

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

The OPGM units maintain regular coordination and communication with the OFO through in-person meetings, virtual meetings, email, telephone, and written correspondence distributed either via email or the agency's internal network.

Describe the State's relationships and communication with intermediaries or E&T providers.

The OPGM units coordinate and communicate with SNAP E&T providers through in-person meetings, virtual meetings, email, telephone, and written correspondence distributed via email or the agency's external network. To streamline communication, OPGM has established a dedicated email address, snapet@dhs.arkansas.gov, for all provider inquiries. This email functions as a monitored distribution list, ensuring timely responses from the OPGM E&T unit at the state level.

In addition, providers maintain direct contact with the county offices serving their clients, which can offer supplemental assistance and support as needed.

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

Participant data and information are managed and shared through the SNAP Works and ARIES MIS systems.

Email serves as the primary communication method for inquiries related to program participation or technical assistance. The State Agency maintains a centralized email address, snapet@dhs.arkansas.gov, which functions as a monitored distribution list managed by the OPGM SNAP E&T unit. This address is available for use by third-party providers and the Office of Field Operations (OFO) to request assistance. Updates regarding new policies, procedures, or other essential information are communicated to providers through a combination of Zoom meetings, in-person meetings, email correspondence, and, when necessary, regular mail.

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

Participant data and information are shared through the SNAP Works and ARIES MIS systems. For inquiries related to program participation or technical assistance, email is the primary mode of communication. The State Agency maintains a centralized email address, snapet@dhs.arkansas.gov, which serves as a monitored distribution list managed by the OPGM SNAP E&T unit. This address is available for use by third-party providers and the Office of Field Operations (OFO) to request assistance.

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

1. Client demographic and contact information
2. Work registration status
3. Referrals
4. Non-compliance (Non-participation in SNAP E&T program – i.e. noncompliance with program requirements or expectations)
5. Provider Determinations
6. Assessments
7. Employment Plans (including assigned components and progress tracking)
8. Participant Reimbursements
9. Case notes
10. Correspondence
11. Tasks (agency and partner)

1, 2, 3, 4, 5, and 11 share data between the systems.

Describe the State agency's process for monitoring E&T providers' program and fiscal operations. Include plans for direct monitoring such as visits, as well as indirect monitoring such as reviewing program data, financial invoices, etc.

The SNAP E&T unit conducts annual Management Evaluation Reviews of each subgrantee to assess compliance and performance. These reviews evaluate:

- Timeliness and accuracy in processing assigned tasks, including referrals;
- Correct assignment of program components;

- Timely submission of invoices and reimbursements; and
- Currency of all SNAP-related publications.

The evaluation focuses on key areas including:

- Reporting metrics;
- Invoice accuracy and processing; and
- Compliance with applicable program policies and federal regulations.

In addition to the annual review, monthly monitoring of invoices, reimbursements, and data within SNAP Works is performed, with feedback provided to providers as needed.

Each subgrantee is reviewed to ensure their administration of services aligns with SNAP policy, federal regulations, and the terms of their subgrant agreement. Reviews verify that monthly invoices are accurate, submitted timely, and expenditures represent appropriate use of SNAP E&T funds.

Subgrantees are required to submit monthly participation reports to document their progress in delivering services. Providers found to be non-compliant with their subgrant, federal regulations, or State policies will be placed on a Corrective Action Plan (CAP). The SNAP E&T unit will monitor CAP implementation until all issues are resolved or further management actions are taken.

How frequently does the State agency monitor E&T providers' program and fiscal operations?

- Daily
- Weekly
- Monthly
- Quarterly
- Bi-Annually
- Annually
- Other

Describe how the State agency evaluates the performance of providers 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).

The State Agency requires that third-party partners submit a monthly partner report alongside their monthly invoice. This report serves as a manual tracking tool for key program metrics, including:

- Program measures such as referrals, client contacts, assessments, and employment plans;
- Process measures such as components assigned; and
- Outcome measures including attainment of GEDs, credentials/certifications, or employment.

Additionally, the State Agency utilizes data from SNAP Works, Power BI, Cognos, and Ad Hoc reports to access participant information. This data is reviewed weekly, monthly, and annually to inform program planning and procurement decisions.

Staff from the Office of Program and Grant Management (OPGM) conduct regular on-site and virtual visits, provide ongoing technical assistance, and perform annual Management Evaluation Reviews for all SNAP E&T programs. These efforts ensure compliance with program goals and requirements, including case management responsibilities. The SNAP Works Management Information System (MIS) is used extensively to monitor program performance and participant engagement through detailed reporting.

How frequently does the State agency evaluate the performance of providers in achieving the purpose of E&T?

- Daily
- Weekly
- Monthly
- Quarterly
- Bi-Annually
- Annually
- Other

SCREENING FOR WORK REGISTRATION

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

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

During the eligibility determination process, Office of Field Operations (OFO) staff collect detailed client information, including age, living arrangements, disability status, household composition, employment status, and other relevant non-financial data. This information is entered into the ARIES system, which uses established criteria to automatically identify applicants' work registration status. Eligibility staff may also manually assign special characteristics during interviews or reviews, based on information provided by the applicant or household.

The State Agency screens each applicant for the following exemptions to general SNAP work registration, as set forth in federal guidelines:

Individuals under age 16, or age 60 and older (increasing to age 64 and older effective April 1, 2026 as per recent federal law);

Persons unable to work due to physical or mental incapacity;

Individuals aged 16 or 17 who live with a parent or attend school or training at least half-time;

Recipients of Transitional Employment Assistance (TEA) cash assistance;

Caregivers for a dependent child under age 6 or for an incapacitated person;

Individuals receiving unemployment benefits;

Participants in alcohol or drug addiction treatment programs;

Those already employed or self-employed full-time (30 hours or more per week);

Students enrolled at least half-time in recognized education or training programs.

Applicants not meeting any of these criteria are registered for work and are required to comply with the general SNAP work requirements as a condition of ongoing eligibility.

All SNAP households are informed of employment and training requirements at the time of application, recertification, and during other interactions with eligibility workers. Staff screen household members for work registration status at each applicable touchpoint.

How does the State agency work register non-exempt individuals?

All eligible, non-exempt household members are automatically registered for work requirements upon signing the application. The household is notified of which members are subject to the general work requirements. Additionally, the household will be informed when an eligible, non-exempt individual joins a currently certified household or when a participating member loses an exemption due to a reportable change.

At what point in the certification process does the State agency provide the written explanation of the applicable work requirements? Select all that apply.

- Point of Intake
- Point of Certification
- Reported change in the work registrant status of household members
- Point of Recertification
- State does not provide written explanation

At what point in the certification process does the State agency provide the oral explanation of the applicable work requirements? Select all that apply.

- Point of Intake
- Point of Certification
- Reported change in the work registrant status of household members
- Point of Recertification
- State does not provide oral explanation

SCREENING FOR REFERRAL TO E&T

The State agency must screen each work registrant to determine if it is appropriate, based on State-specific criteria, to refer them to the E&T program per 7 CFR 273.7 (c)(2). State agencies may operate program components in which individuals elect to participate, per 7 CFR 273.7(e)(4).

List the State-specific criteria eligibility workers use to screen individuals to determine if it is appropriate to refer them to the State's SNAP E&T program.

State-Specific Criteria for SNAP E&T Referral

During the SNAP certification process, Arkansas eligibility workers evaluate each applicant using the following state-specific criteria to determine appropriateness for referral to the SNAP Employment & Training (E&T) program. Screening is conducted in accordance with federal and state policy, and applicants are referred to E&T only when they meet all criteria below:

Referral Criteria (Arkansas):

The individual is a work registrant according to federal and state rule and is not exempt from general SNAP work registration at application, recertification, or other household contact;

The individual expresses interest in employment, training, or career advancement during the interview, or does not decline E&T services;

The individual is not currently receiving Transitional Employment Assistance (TEA/TANF) cash assistance or other Title IV cash aid, including Tribal TANF;

The individual is not participating in another workforce program (such as WIOA or VR) if duplication of services would occur;

The individual is age 16 or older, and age 64 or younger (per Arkansas program limits effective April 1, 2026);

The individual is ready and able to engage in an employment or training activity within 30 days of referral (not medically or otherwise incapacitated);

The individual is not a full-time student enrolled at least half-time in school, training, or higher education;

The individual's SNAP case is in active status (not pending or denied);

The individual is not exempt for other reasons per SNAP policy (such as caring for a young child, receiving unemployment benefits, etc.).

Referral Process:

Eligibility workers document E&T eligibility and referral criteria in the ARIES system. All work registrants meeting state criteria are informed of available E&T services and referred to appropriate partner organizations for orientation and follow-up

What information does the State provide to a SNAP recipient to explain SNAP E&T participation criteria?

Arkansas provides SNAP recipients with detailed information about SNAP Employment & Training (E&T) participation through both oral explanation and written notification at application, recertification, and during other eligibility interactions.

The written notice includes:

Specific participation requirements linked directly to the types of E&T activities offered by Arkansas's contracted providers.

Eligibility and screening criteria for each activity, ensuring recipients understand the conditions for participation.

Rights and responsibilities related to E&T participation, including attendance, reporting, and compliance obligations.

Available support services including potential reimbursements for allowable expenses connected with participating.

Information about exemptions, how to request them, and good cause provisions.

The process for fair hearings or appeals.

Eligibility workers provide an oral explanation reinforcing the written information, answering questions to ensure recipients understand the participation criteria applicable to their assigned or referred E&T activities.

These processes ensure the State's screening criteria and participation requirements are aligned, providing SNAP recipients with transparent guidance that supports successful engagement in employment and training opportunities according to FNS standards.

How does the State document that the information has been provided?

Arkansas provides eligibility workers with a detailed narrative guide outlining the key points and language to cover verbally with clients during both initial and renewal SNAP interviews. This guide ensures that workers deliver consistent, thorough explanations of SNAP Employment & Training (E&T) participation requirements and responsibilities.

At each client interaction, Program Eligibility Specialists document the oral explanation and any additional information shared with the client in the case notes within the ARIES system. This documentation serves as an official record confirming that the client was informed about SNAP E&T participation criteria, program requirements, available services, exemptions, and reporting obligations.

This process supports compliance with federal mandates by ensuring that all SNAP recipients receive appropriate information and that the delivery of this information is verifiable through thorough case notes.

What is the State's model for screening and referral to SNAP E&T? Select all that apply.

- Reverse Referral
- Direct Referral

When does screening for referral to E&T occur? Select all that apply.

- Initial Certification
- Recertification
- Reported change in the work registrant status of households
- Other

Explain when screening during the certification and recertification occurs.

During the interview, the worker checks if the client is a good fit for Employment and Training program by asking: Are you ready, able, willing, and eligible to participate in the E&T program. The worker also looks to see if the client meets any exemptions. If the client qualifies and isn't exempt the worker explains what the E&T program offers, what the client needs to do, how to stay on track and what happens if they don't.

Describe the process for screening for direct referral to E&T, including the staff involved.

The goal of screening is to identify individuals who are mandatory or voluntary participants in the E&T program and determine whether they should be referred directly. Eligibility Workers have the initial client contact during the interview process, it is their responsibility to screen and identify E&T eligibility and exemptions during initial applications and renewals.

When does the screening for a reverse referral request occur?

The screening for a Reverse Referral Request typically occurs after a provider initiates the referral and before the participant is officially enrolled in a program. 1. Provider initiates the request in SNAP Works. 2. Provider completes an initial screening to assess client eligibility and suitability for their program. 3. Once Reverse Referral is submitted by the provider, the Dept of Human Services receives a task in Aries system and the Program Eligibility Specialist completes the process for referral to open enrollment for the provider to start working with client. Task is to be worked by the county work within 24-48 hours.

Describe the process for screening during the reverse referral request process, including the staff involved.

Reverse Referral Screening Process:

A reverse referral occurs when a SNAP E&T provider (such as a college or training center) identifies a SNAP recipient who may benefit from their services and initiates a referral back to the State agency for participation consideration. Provider currently can utilize the Potential Candidates report until it is closed February 28, 2026 to locate possible SNAP E&T voluntary clients. This report will not be available to provider after this date.

Staff Involved:

The provider's case coordinator or counselor identifies and refers the client to the State SNAP E&T unit.

The Eligibility Worker (EW) is responsible for screening the referred applicant to determine eligibility for SNAP E&T participation.

Screening Role of Eligibility Workers:

Upon receipt of a reverse referral, the EW reviews the client’s SNAP case status and verifies compliance with general SNAP work registration and SNAP E&T eligibility criteria.

The EW confirms that the client is not currently exempt from work requirements and meets all criteria for E&T participation according to State and federal policy.

The EW determines whether the client is currently active in SNAP and eligible to engage in E&T activities.

The EW documents the screening outcome in the case notes, including the determination to approve or deny the referral for participation.

If approved, the EW processes the referral to connect the client with the provider or training program identified in the reverse referral.

If not eligible, the EW contacts the provider and client to explain the denial and provide guidance on applicable program requirements.

Eligibility workers are required to act on all reverse referrals promptly to ensure clients receive timely access to E&T services when appropriate.

Are participants informed about participant reimbursements before the individual is referred to E&T by eligibility staff?

- Yes
- No

How are participants informed about participant reimbursements?

During the screening and eligibility determination process, eligibility staff inform potential SNAP E&T participants of their right to receive participant reimbursements. Following referral to a third-party partner, E&T provider staff further discuss participant reimbursements with individuals, including expectations and procedures for submitting reimbursement requests.

In the case of mandatory participants, if the costs of participant reimbursements exceed any State agency cap or are not available, describe how the State agency ensures individuals are exempted from mandatory E&T.

Under 7 CFR 273.7 (d) (4) , individuals cannot be required to participate in E&T if the necessary support services- such as transportation, childcare, or other reimbursements – are not available. This protects the participants from undue hardship. State agencies regularly monitor the availability of funds for participant reimbursement. Providers have access to the balance on each individual that they work with to view the balance of that person’s reimbursement cap. We also rely on providers to make sure the client can be done with their training in a reasonable amount of time so they do not use their funds prior to finishing their training.

REFERRAL TO E&T

In accordance with 7 CFR 273.7(c)(2), in order to participate in SNAP E&T, the State agency must make the referral. The referral method may vary from participant to participant.

What information does the State provide to E&T participants when they are referred? Select all that apply.

- Information about accessing E&T services
- Case Management
- Dates
- Contact information
- Other

How is the referral communicated? Select all that apply.

- Orally
- Electronic Forms
- Physical Forms
- Emails
- Text Messages
- Other

If the State receives a reverse referral request from an E&T provider, what steps does the State take?

Reverse Referral Process and Eligibility Worker Screening Steps

When the State receives a reverse referral request from an E&T provider—such as a college, training center, or community organization—the following steps are taken:

Receipt of Referral Request:

The E&T provider submits a reverse referral request for a SNAP participant whom they believe would benefit from their services through the SNAP Works referral task process.

Initial Contact and Documentation:

The referral request is logged in the State agency’s Management Information System (MIS) or case management system SNAP Works and ARIES, and the participant’s information is reviewed.

Eligibility Worker Screening:

Eligibility Workers (EWs) are responsible for screening referred clients for SNAP Employment & Training eligibility before approving any change to the participant’s Work Participation Code (WPC). Specifically, Eligibility Workers:

Verify the SNAP status and active case of the participant.

Review the participant’s compliance with general SNAP work registration requirements.

Confirm that the participant meets Arkansas’s E&T eligibility criteria (non-exempt, in the correct age

range, able to participate, etc.).

Assess appropriateness of referral for the specific E&T program/activity identified by the provider.

Document the screening process and determination in the case notes or ARIES.

Decision and Notification:

Upon screening:

If the participant is found eligible and appropriate for E&T referral, the Eligibility Worker updates the Work Participation Code to reflect E&T participation.

The State issues a consolidated notice to inform the participant of their referral to E&T services, including program expectations, rights, and responsibilities.

The referring provider is informed of the referral approval, with instructions to contact the participant promptly (usually within 5 business days). If initial contact fails, the provider must make a second attempt within 5 business days.

Enrollment and Orientation:

After referral approval, the participant is scheduled to complete the E&T enrollment process. This typically includes:

An initial interview or orientation with an E&T case manager or provider staff.

Development of an individualized employment plan.

Enrollment in applicable E&T program components.

Follow-up and Monitoring:

The EW and providers maintain communication to monitor participant progress and compliance, transporting updates and any changes into the MIS.

Summary:

While providers initiate reverse referrals by identifying SNAP recipients who may benefit from their services, the State’s Eligibility Workers retain primary responsibility for timely screening, eligibility determination, Work Participation Code updates, participant notification, and documentation. These steps ensure accuracy, adherence to federal/state policy, and participant awareness throughout the reverse referral process.

How does the State communicate to the SNAP participant that they are in SNAP E&T? Select all that apply.

- Orally
- Electronic Forms
- Physical Forms
- Emails
- Text Messages
- Other

How does the State communicate to the SNAP participant about their rights to receive participant reimbursements? Select all that apply.

- Orally
- Electronic Forms
- Physical Forms
- Emails
- Text Messages
- Other

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

The eligibility worker records the participant’s request for SNAP E&T services in ARIES. This action initiates the referral to SNAP Works upon case authorization. ARIES is currently being enhanced to include all necessary information to facilitate the referral once the provider is selected jointly by the Program Eligibility Specialist (PES) and the client at the time of benefit authorization. SNAP E&T unit management is working closely with Deloitte to run a data fix to close out any cases with no action within the last 90 days. The system will systematically close all aspects of the case if it meets the criteria of no actions taken within the last 90 days. Aries enhancement for new provider assignments will go in no later than April 1, 2026. Old task clean up in SNAP Works is due to be completed on September 29, 2025 and the team will meet to determine the effectiveness of this data fix after that point to see if further actions need to take place. The old task clean up was pushed into production on 9-30-25 and has functioned as designed.

How is information about the referral communicated within the State agency?

The eligibility worker records the participant’s request for SNAP E&T services in ARIES, including an updated narrative for future workers to access and review. This action triggers the referral to SNAP Works upon case authorization. System access for employees is granted based on their job responsibilities and the requirement to operate within each system. ARIES is currently being enhanced to include all necessary information to facilitate the referral once the provider is selected jointly by the Program Eligibility Specialist (PES) and the client at the time of benefit authorization. SNAP E&T unit management is working closely with Deloitte to run a data fix to close out any cases with no action within the last 90 days. The system will systematically close all aspects of the case if it meets the criteria of no actions taken within the last 90 days. Aries enhancement for new provider assignments will go in no later than April 1, 2026. Old task clean up in SNAP Works is due to be completed on September 29, 2025 and the team will meet to determine the effectiveness of this data fix after that point to see if further actions need to take place. The old task clean up was pushed into production on 9-30-25 and has functioned as designed.

After referral, what additional steps does the E&T participant take to access the program? Select all that apply.

- Assessment
- Orientation
- Meet with case manager
- Other

Is orientation mandatory?

- Yes
- No

Who runs the orientation? Select all that apply.

- State Agency
- Intermediary
- E&T Provider
- County or Local Office

How is the orientation conducted? Select all that apply.

- In Person
- Virtually
- Online
- Self-Paced
- Other

What happens during the orientation?

During the SNAP Employment and Training (E&T) orientation, the provider introduces participants to the program's expectations, services, and resources. Key components typically include:

Program Overview: Explanation of the SNAP E&T program purpose, goals, and participant responsibilities.

Service Components: Description of available education, training, job search, and work experience opportunities.

Participant Rights and Responsibilities: Review of attendance requirements, reporting procedures, and consequences for non-compliance.

Support Services: Information on available supportive services such as transportation assistance, or participant reimbursements.

Individualized Employment Plan: Initial discussion or development of a plan outlining participant goals, training activities, and employment objectives.

Policies and Procedures: Explanation of program rules, grievance procedures, and confidentiality protections.

Questions and Answers: Opportunity for participants to ask questions and clarify expectations.

The orientation ensures participants understand their role in the program and are prepared to actively engage in SNAP E&T activities to improve their employability.

ASSESSMENT

Does the State require or provide an assessment?

- Yes
 No

Who conducts the assessment? Select all that apply.

- State Agency
 E&T Provider
 Self-Assessment
 Intermediary
 Local Office
 Other

When are participants assessed?

Participants are assessed during the orientation and the first meeting with assigned SNAP E&T provider.

Describe the assessment. List the tools used in the assessment.

Assessment Process and Tools Used in SNAP E&T

After a SNAP participant is referred to SNAP Employment & Training (E&T), an assessment is conducted by the third-party provider to identify the participant's strengths, barriers, needs, interests, and appropriate program assignments. This personalized assessment helps tailor services that improve the participant's employability and time to employment.

Assessment Tools Commonly Used by Arkansas Providers Include:

Barriers Assessment: Identifies obstacles such as transportation, childcare, lack of skills, health issues, or other factors that may affect participation or employment readiness.

SNAP Intake Form: Collects background and demographic information relevant to SNAP and workforce program eligibility.

Adult Education Intake: Documents education history, literacy, and foundational skill levels critical for planning training or education services.

Interest Profiler: Uses occupational and career interest inventories (e.g., O*NET Interest Profiler) to assess participant preferences and align training opportunities accordingly.

Test of Adult Basic Education (TABE): For participants seeking a GED or foundational skills development, the TABE assesses reading, math, and language proficiency levels.

Other Employment Readiness Assessments: Providers may also utilize specialized assessments tailored to local or occupational needs.

Post-Assessment:

Based on results, providers collaboratively develop an individualized Employment Plan with the participant outlining goals, services needed, and steps to achieve employment.

Assessment findings and plans are recorded in SNAP Works, facilitating progress tracking and reporting to the State agency.

Assessments are designed to be strengths-based and participant-centered, ensuring that services are relevant and supportive.

Purpose of the Assessment:

To provide targeted referrals to appropriate E&T components such as job search assistance, vocational training, education, or work experience placements.

To identify and address individual barriers to employment as early as possible.

To ensure efficient use of program resources and improve participant outcomes.

NOTE: Assessments are completed by the provider so some tools may vary to some degree based on the provider requirements.

Does the assessment result in the completion of an individual employment plan?

Yes

No

How are assessment results shared with State agency staff? Select all that apply.

Orally

Electronic Forms

Physical Forms

MIS System

Email

Other

Assessment is not shared with State agency staff

How are assessment results shared with E&T providers? Select all that apply.

- Orally
- Electronic Forms
- Physical Forms
- MIS System
- Email
- Other
- Assessment is not shared with E&T providers

How are assessment results shared with E&T participants? Select all that apply.

- Orally
- Electronic Forms
- Physical Forms
- Email
- Other
- Assessment is not shared with E&T participants

Are participants reassessed?

- Yes
- No

When are participants reassessed?

Participants may be reassessed at the discretion of the E&T Provider based on the participants' circumstances and their case monitoring.

How are participants reassessed?

SNAP E&T providers utilize individualized methods for participant reassessment. Regardless of the specific approach, each reassessment involves reviewing the participant's current status within their employment plan, identifying any resolved or ongoing challenges, and making necessary adjustments to the plan. This process ensures participants can continue progressing in the program while receiving appropriate support to overcome barriers to employment.

CONCILIATION PROCESS

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.

Does the State agency offer a conciliation process?

Yes

No

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.

What types of E&T case management services will be offered to the participant? Select all that apply.

- Comprehensive Intake Assessments
- Individualized Service Plans
- Progress Monitoring
- Coordination with Service Providers
- Reassessment
- Other

Who delivers the case management services in your State? Select all that apply.

- SNAP State agency
- Local Office(s)
- Intermediary
- E&T Providers

How are case management services delivered in your State? Select all that apply.

- Group Meeting (virtual)
- Group Meeting (in person)
- Individual (virtual)
- Individual (in person)
- Phone
- Text
- Email
- Other

Describe how E&T case managers coordinate with other staff and services. Coordination can involve tracking E&T participation, sharing information that may be relevant to participation in E&T (e.g. information related to good cause or a work exemption), and referral to additional services.

QUESTION	RESPONSE FIELD
How do E&T case managers coordinate with: SNAP eligibility staff	Coordination between third-party partners and SNAP eligibility staff is facilitated through tasks managed within the SNAP Works and ARIES systems. These tasks address changes in participant circumstances, issues of non-participation, good cause determinations, and provider assignments. Additionally, some county offices and local SNAP E&T providers have

	established collaborative relationships, holding quarterly meetings to coordinate services and maintain consistent communication. These efforts aim to enhance service delivery and better support SNAP E&T participants.
How do E&T case managers coordinate with: State E&T staff	Coordination between third-party partners is completed via phone, email, video conferencing and possibly limited face to face meetings
How do E&T case managers coordinate with: Other E&T providers	Coordination between third-party partners is completed via phone, email, video conferencing and possibly limited face to face meetings
How do E&T case managers coordinate with: Community resources	Coordination between third-party partners and community resources is completed via phone, email, and video conferencing where applicable.

How does the State agency ensure E&T participants receive targeted case management services through an efficient administrative process, per 7 CFR 273.7(c)(6)(ii)?

The State Agency ensures that SNAP E&T participants receive targeted case management services through comprehensive program monitoring activities. Annual Management Evaluation (ME) reviews include examination of case notes, participant assessments, and progress monitoring records. State E&T staff are responsible for processing participant reimbursement requests submitted by providers on behalf of participants. Each case is reviewed to verify that assessments, employment plans, and assigned components align with the reimbursement request to confirm its necessity and reasonableness in supporting participant engagement. Additionally, the State Agency conducts case reviews on an as-needed basis to address questions or issues that arise, working collaboratively with third-party partner agencies to resolve any identified concerns or deficiencies. The State Agency will be holding meetings at least quarterly with third-party partners, consistently emphasizing the importance of high-quality case management and appropriate service delivery to promote participant success.

How do your offered case management services support the participant in the E&T program and provide activities and resources that help the participant achieve program goals?

The case management services and program components offered by the State and SNAP E&T providers are designed to enhance employment opportunities for all participants. E&T providers actively assess the needs of potential employers and tailor SNAP E&T activities accordingly, ensuring that participant requirements align with local labor market demands. This targeted approach supports participants in securing sustainable, long-term employment upon program completion.

How does the SNAP State agency ensure the case management services offered do not act as an impediment to successful participation in E&T?

Ensuring Case Management Does Not Impede SNAP E&T Participation

The State Agency and SNAP E&T providers collaborate closely to design and deliver case management services that facilitate, rather than hinder, participant engagement and successful outcomes. Arkansas follows several best practices and policies to ensure case management is supportive, flexible, and

participant-centered:

Individualized and Strengths-Based Planning: Case managers work one-on-one with participants to develop personalized employment plans that align with their skills, goals, and circumstances. This reduces unnecessary or burdensome activities by focusing only on relevant, achievable objectives.

Flexible Communication and Meeting Options: Case management meetings may happen in person, by phone, or virtual formats, according to participant preference and accessibility. The frequency of meetings balances monitoring needs with respect for participants' time and responsibilities.

Streamlined Assessments: Initial and ongoing assessments are designed to be short, targeted, and easy to complete, avoiding exhaustive or duplicative testing that could discourage participation.

Collaborative Service Coordination: Case managers coordinate with other providers and social services to help participants address barriers such as transportation, childcare, health, or housing, minimizing disruptions to E&T participation.

Good Cause Consideration and Responsive Supports: When participants report challenges impacting their participation, case managers refer them promptly for good cause reviews or modify plans to accommodate barriers.

Minimized Administrative Burden: Paperwork and documentation requirements are kept as simple as possible, with the case management process supported by management information systems that reduce manual work for participants and staff.

Ongoing Support and Motivation: Case managers use motivational interviewing and employment coaching techniques to engage and encourage participants, helping build trust and sustain participation.

Through these approaches, Arkansas's case management model strives to remove rather than create barriers, helping participants remain engaged and succeed in SNAP E&T activities—thus meeting federal expectations and improving employment outcomes.

GOOD CAUSE

In accordance with 7 CFR 273.7(i), the State agency is responsible for determining good cause when a SNAP recipient fails or refuses to comply with SNAP work requirements. Since it is not possible for FNS to enumerate each individual situation that should or should not be considered good cause, the State agency must take into account the facts and circumstances, including information submitted by the employer and by the household member involved, in determining whether or not good cause exists.

How does the State agency reach out to the SNAP participant to determine good cause? Select all that apply.

- Phone Call
- Email
- Text Message
- Physical Form

How does the State agency reach out to the employers to determine good cause? Select all that apply.

- Phone Call
- Email
- Text Message
- Physical Form

How does the State agency reach out to E&T providers to determine good cause? Select all that apply.

- Phone Call
- Email
- Text Message
- Physical Form
- MIS System

How many attempts are made to reach out to the SNAP participant for additional information?

- One
- Two
- Three
- More than three

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

Arkansas SNAP E&T Good Cause Criteria

Good cause is determined based on all facts and circumstances, including information from the participant, the E&T provider, and the employer. It generally applies to situations beyond the participant's control that prevent compliance with SNAP work or E&T requirements.

Examples of good cause include, but are not limited to:

- Injury or illness of the participant or a household member requiring the participant's care
- Household emergencies
- Unavailability of transportation (public or private)
- Lack of adequate childcare for children aged 6 to 12
- Unsuitable employment conditions, such as:
 - Wages below applicable federal minimums
 - Required union membership or restriction on union membership
 - Worksite strikes or lockouts (unless legally prohibited)
- Unreasonable health or safety risks
- Commuting time exceeding two hours per day without available transportation
- Work hours conflicting with religious beliefs
- Job outside participant's usual line of work during the first 30 days after application
- Language barriers preventing effective communication
- Lack of a valid Social Security Number needed for work registration
- Employer-recognized retirements or resignations due to circumstances beyond the participant's control, such as job offers that don't materialize or offer insufficient hours or pay
- Seasonal or migratory employment where gaps exist between jobs
- Discrimination based on age, sex, race, disability, religion, national origin, political beliefs, sexual orientation, or gender identity

The State agency carefully reviews good cause claims, contacts participants for additional information as needed, and documents decisions in case records. Determinations are made by Program Eligibility Specialists.

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

When a SNAP Employment & Training (E&T) participant is referred back to the State agency due to incompatibility with their current provider, eligibility workers first confirm that the participant is willing, able, and eligible to participate in SNAP E&T. If the existing provider-participant match does not meet the participant's needs, the SNAP E&T unit collaborates with the participant to identify a more suitable provider within their county or within a reasonable commuting distance.

If no alternative provider opening is available, the SNAP E&T unit refers the participant to the local county eligibility office for a good cause review regarding non-participation for that month. Eligibility staff conduct the good cause determination considering all facts and circumstances, including information from the participant, E&T provider, and employer. The decision is documented in the participant's case record.

Currently, Arkansas operates a fully voluntary SNAP E&T program through March 31, 2026. During this voluntary period, participants who cannot access an appropriate provider due to lack of openings are exempt from mandatory participation and cannot be sanctioned.

Beginning April 1, 2026, Arkansas will implement mandatory SNAP work requirements pursuant to federal regulations under 7 CFR § 273.7 and Arkansas Administrative Code 016.20.16-007. Individuals subject to mandatory work rules—including Able-Bodied Adults Without Dependents (ABAWDs)—must meet federal and state work participation requirements through SNAP E&T programs or approved alternative work activities, such as employment, community service, job search, or vocational training, to maintain eligibility.

If no appropriate E&T provider openings exist for mandatory participants, they are required to fulfill SNAP work requirements through alternative qualifying activities consistent with federal regulations (7 CFR § 273.7). Failure to meet these work requirements without an approved good cause may result in loss of SNAP benefits.

This process ensures Arkansas maintains compliance with federal SNAP work rules, protects participant rights during provider shortages, and clearly distinguishes the treatment of voluntary versus mandatory participants.

PROVIDER DETERMINATIONS

In accordance with 7 CFR 273.7(c)(18) a State agency must ensure that E&T providers are informed of their authority and responsibility to determine if an individual is ill-suited for a particular E&T component.

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

The communication process begins when providers receive electronic referrals via the SNAP Works system. Upon determining that a participant is not a good fit, the provider completes a Provider Determination task electronically, which is instantly transmitted back to the State Agency on the same day. Eligibility staff then review the provider determination and initiate next steps within ten days of receiving the task. This determination is recorded and saved in SNAP Works, triggering a corresponding task in ARIES for eligibility staff, which includes all details documented by the provider. During the assessment process, all SNAP E&T providers are required to evaluate whether participants are a good fit for their specific program using SNAP Works. Providers must answer the mandatory question, "Is the client a good fit for the organization?" by selecting "Yes" or "No." If "No" is selected, eligibility staff are automatically notified and receive a task on their dashboard. Providers are required to document the rationale for their determination and any relevant information in the case notes section of SNAP Works.

Describe how the State agency notifies clients of a provider determination.

Notification Process for Provider Determinations

When a SNAP Employment & Training (E&T) provider determines that a participant is not a good fit for their program, the provider must notify the State agency within 10 calendar days of the determination, explaining the reasons for the decision, as required under 7 CFR § 273.7(c)(18)(i).

Upon receiving this notification, the State agency must notify the participant within 10 calendar days. The notification to the participant must:

- Clearly explain the provider determination and the reasons for it;
- Outline the next steps the participant should expect;
- Inform the participant that their SNAP benefits will not be affected by this determination;

For participants subject to Able-Bodied Adults Without Dependents (ABAWD) time limits, explain that countable months toward the time limit will begin the next full benefit month unless the participant meets work requirements, claims good cause, or qualifies for an exemption;

Provide contact information for the agency to address any participant questions or concerns.

The notification may be delivered verbally or in writing, but the State agency must document the date and method of notification in the participant's case record.

Additionally, no later than the participant's next recertification, the State agency must take one of the following actions to ensure the participant continues to engage in suitable services (7 CFR § 273.7(c)(18)(i)(B)):

- Re-screen the participant and refer them to an appropriate SNAP E&T provider to determine correct component;

Refer the participant to an appropriate workforce partnership or program;

Reassess the participant's physical and mental fitness for work or training; or

Coordinate with other Federal, State, or local workforce or assistance programs to identify work opportunities or supportive services.

If the participant requests sooner action, the State agency will respond as quickly as possible.

This process ensures that participants are fully informed of provider determinations, protected from sanctions due to provider fit issues, and offered appropriate alternatives to support successful SNAP E&T participation in compliance with federal regulations.

What is the timeframe for contacting clients after receiving a provider determination?

- 1-3 Days
- 4-7 Days
- 8-10 Days

DISQUALIFICATION POLICY FOR GENERAL WORK REQUIREMENTS

This section applies to the General Work Requirements, not just to E&T, and should be completed by all States, regardless of whether they operate a mandatory or voluntary E&T program.

All work registrants are subject to SNAP work requirements at 7 CFR 273.7(a). A nonexempt individual who refuses or fails to comply without good cause, as defined at 7 CFR 273.7(2), (3), and (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).

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

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

- Yes
 No

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

- One month or until the individual complies, as determined by the State agency
 Up to 3 months

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

- Three months or until the individual complies, as determined by the State agency
 Up to 6 months

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

- 6 months or until the individual complies, as determined by the State agency
 A date determined by the State agency
 Permanently

The State agency will disqualify the:

- Individual
 The entire household if the head of household is an ineligible individual

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.

Estimated number of E&T participants to receive participant reimbursements	701
Estimated number of E&T participants to receive reimbursements for dependent care participation costs	50
Estimated number of E&T participants to receive reimbursements for transportation and other participation costs	701
Percentage of participants expected to receive reimbursements	7.07%
Estimated budget for E&T participant reimbursements in upcoming FY	\$631,240.00
Estimated budget per participant in fiscal year	\$900.49
Estimated number of E&T participants to receive participant reimbursements per month	136
Estimated budget of participant reimbursements per E&T participant per month	\$386.79

PARTICIPANT REIMBURSEMENT DETAILS

Complete the table below with information on each participant reimbursement offered/permitted by the State agency (do not indicate information for each provider). A description of each category is included below. If the participant reimbursement is provided by multiple entities (such as State agencies and E&T providers) or has multiple methods of payment, a separate entry in the table must be completed.

- **Allowable Participant Reimbursements.** Every State agency must include child care and transportation in this table, as well as other major categories of reimbursements (examples of categories include, but are not limited to: tools, test fees, books, uniforms, license fees, electronic devices, etc.). Mandatory States must meet all costs associated with participating in an E&T program, or else they must exempt individuals from E&T.
- **Participant Reimbursement Caps (optional).** States have the option to establish maximum levels (caps) for reimbursements available to individuals. Indicate any caps on the amount the State agency will provide for the participant reimbursement.
- **Who provides the participant reimbursements?** Indicate if the participant reimbursement is provided by the State agency, a provider, or an intermediary. The State agency remains ultimately responsible for ensuring individuals receive participant reimbursements, even if it has contracted with another entity to provide them.
- **What is the payment method for Participant Reimbursements?** Indicate the mechanism used to disburse payment to E&T participants.
- **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?	What is the payment method for Participant Reimbursements?	Method of Disbursement
Allowable education expenses (testing costs, books, licensing, etc.)	\$900 annually (all reimbursement combined)	SNAP State Agency	Direct payment to participant	Reimbursement for actual expenses
Allowable employment costs (background checks, licensing, uniforms, personal safety items, etc.)	\$900 annually (all reimbursements combined)	SNAP State Agency	Direct payment to participant	Reimbursement for actual expenses
Dependent Care	\$900 annually (all reimbursements combined)	SNAP State Agency	Direct payment to participant	Reimbursements for actual expenses
Transportation (and other allowable transportation costs).	\$900 annually (all reimbursements combined)	SNAP State Agency	Direct payment to participant	Reimbursement for actual expense

Is dependent care provided? Select yes even if E&T funds are not being used.

- Yes
- No

Provide a URL link or describe in a written response: the payment rates for childcare reimbursements, established in accordance with the Child Care and Development Block Grant (CCDBG) based on local market rate surveys.

In Arkansas, the child care reimbursement rates for providers participating in the Child Care and Development Block Grant (CCDBG) are determined through periodic market rate surveys, such as the 2023 Arkansas Child Care Market Price Study. These surveys assess the prices charged by child care providers across the state. The Arkansas Department of Human Services (DHS) uses this data to set reimbursement rates that reflect local market conditions.

<https://arbetterbeginnings.com/parents-families/how-to-choose-child-care/help-paying-for-child-care/child-ca>

The federal Administration for Children and Families (ACF) recommends that lead agencies, like Arkansas DHS, set provider reimbursement rates at the 75th percentile of the market rate. This means that the reimbursement rates should cover the costs of care for 75% of child care providers in the state. However, there is often a significant gap between the reimbursement rates and the actual costs of providing care, which can impact the financial stability of child care providers.

For detailed information on Arkansas's reimbursement rates and the findings of the 2023 market rate survey, you can refer to the official report:

2023 Arkansas Child Care Market Price Study

How is childcare paid for?

- Direct payment to provider
- Reimbursement to participants
- Provider voucher
- Contract for dependent care
- Other

If dependent care agencies have a waiting list or otherwise cap the number of enrolled dependents, how will the State agency ensure E&T participants with dependent care needs receive dependent care?

The E&T provider will recognize childcare challenges as a potential barrier to program participation and will collaborate with the participant and community resources to identify suitable childcare solutions. If necessary, the provider will consult with the SNAP E&T unit to discuss the issue and jointly develop an appropriate resolution to address the participant's childcare needs.

How does the State agency ensure that the participant has the necessary participant reimbursements to begin participation in the E&T program?

SNAP E&T participants are reimbursed for actual expenses submitted by the provider to the State Agency for potential reimbursement. All reimbursement requests must align with categories authorized by the E&T program and detailed in the approved plan. Reimbursements will only be approved if the participant is actively enrolled in an approved program component through the provider.

WORK REGISTRANT DATA

The SNAP general work requirements are described at 7 CFR 273.7(a). Individuals who do not meet a federal 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 (FNS-583).

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).

Work registrants are identified through specific code assignments entered in ARIES upon eligibility authorization. These code assignments are based on case information recorded by eligibility staff during the eligibility determination process. Individuals classified as work registrants are those who do not qualify for any exemptions from the general work requirements. On the second day of each Federal Fiscal Year, work registrants are captured using their assigned codes and Social Security Numbers (SSNs). The use of SSNs ensures that duplicate counts are prevented throughout the year. The Deloitte Reporting team requirements show that the data must be collected from the first day of the Federal Fiscal Year even though the report is processed on the day of each Federal Fiscal Year. The delay in report is to allow for overnight updates and processing of last minute data.

Provide information about how work registrant data is pulled from the eligibility system, including the date the data is pulled.

Work registrants are identified through code assignments recorded in ARIES at the time of eligibility authorization. These assignments are based on case information collected by eligibility staff during the eligibility determination process. Individuals classified as work registrants are those who do not qualify for any exemptions from the general work requirements. On the second day of each Federal Fiscal Year, work registrants are captured using their assigned codes and Social Security Numbers (SSNs). The use of SSNs ensures that duplicate counts are prevented throughout the year. The Deloitte Reporting team requirements show that the data must be collected from the first day of the Federal Fiscal Year even though the report is processed on the day of each Federal Fiscal Year. The delay in report is to allow for overnight updates and processing of last minute data. SNAP E&T Program management can work with the Deloitte Reporting team at any point and pull necessary Ad Hoc reports that may be necessary for any projects, research or other program needs. The quarterly data is pulled on the last day of the third month of each quarter by the reporting team to ensure all information is captured correctly.

How are work registrants identified in the eligibility system?

Work registrants are identified through code assignments in ARIES upon eligibility authorization. These code assignments are derived from case information documented by eligibility staff during the eligibility determination process. Individuals classified as work registrants are those who do not qualify for any exemptions under the general work requirements.

Work participation codes:

RTW - E&T Participating – Work Participation Code of 5E

3C - RTW Works 20 < 30 hours

RTW - Mandatory SNAP – Work Participation Code of 1M

RTW - Workfare – Work Participation Code of 5W (Arkansas Does not currently have workfare but this is a code in Aries)

NOTE: As Arkansas moves forward with ARIES and SNAP Work Enhancements to prepare for April 1, 2026 these codes may change.

Describe measures taken to prevent duplicate counting of work registrants within the federal fiscal year.

The SSN is used to prevent duplicate counts throughout the year. The Deloitte Reporting team ensures safeguards and cross checks are put into place. Other options and tools utilized may include those listed below:

Utilize the participant's Social Security Number (SSN) as a unique identifier to prevent duplicate counts within and across systems.

Conduct computerized cross-checks within the ARIES system to flag multiple registrations or participation entries under the same SSN.

Coordinate with the USDA's National Accuracy Clearinghouse (NAC), a federally mandated interstate data system designed to prevent duplicate enrollment and benefit issuance across states.

Use additional identifiers such as birthdate, address, or household information to corroborate identity and prevent duplication.

Perform periodic data matching and reconciliation processes during the federal fiscal year across local, state, and federal databases to identify and correct duplicate registrations.

Train eligibility staff to check for potential duplication before approving or entering participant data.

Monitor and audit program data regularly to ensure counts accurately reflect unique participants.

Together, these comprehensive measures help ensure Arkansas prevents duplicate counting of SNAP work registrants throughout the fiscal year in compliance with federal regulations (7 CFR § 272.4(e), 7 CFR § 273.3) and best practices outlined by USDA FNS.

OUTCOME REPORTING MEASURES

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

Outcome Reporting Measures	Employment & Earnings Measures	Attainment of Credential / Certificate	Measurable Skill Gains
Quarterly Wage Records (QWR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
National Directory of New Hires (NDNH)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State Management Information System (MIS)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Manual Follow-up with SNAP E&T Participants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Random Sample	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Indicate the data source used for the State-specific component measures. Select all that apply.

- Quarterly Wage Records (QWR)
- National Directory of New Hires (NDNH)
- State Management Information System (MIS)
- Manual Follow-up with SNAP E&T Participants
- Random Sample

Indicate the MIS used (e.g. SNAP eligibility system, State's Department of Labor MIS.)

SNAP Works and Aries

Random Sample

Describe the process of conducting a random sample. This description must include source, availability, accuracy, completeness, components, location, form, frequency of updates, and structure.

1. Source:
The random sample is drawn from the official participant database maintained within the ARIES Management Information System (MIS) and SNAP Works system, which contains comprehensive records of all SNAP E&T participants.

2. Availability:
The participant data is accessible to authorized SNAP E&T staff through secure system login credentials. Access is controlled to ensure data privacy and compliance with federal and state regulations.

3. Accuracy:

The ARIES system undergoes regular quality assurance and validation checks to maintain the accuracy of participant records. Eligibility staff update records promptly upon case changes to ensure data integrity.

4. Completeness:

The database includes all enrolled participants for the specified Federal Fiscal Year, encompassing demographic, eligibility, and participation information necessary for sampling.

5. Components:

The data components used for sampling include unique participant identifiers (such as SSN or ARIES ID), enrollment status, participation status, and work requirement codes.

6. Location:

The source data resides within the Arkansas Department of Human Services' secure ARIES database environment.

7. Form:

Participant data is stored in a structured digital format within ARIES, allowing for efficient querying, filtering, and extraction of records.

8. Frequency of Updates:

Data in ARIES is updated continuously as eligibility and participation information changes occur, with snapshots taken monthly to provide stable datasets for sampling purposes.

9. Structure:

The participant data is organized in relational tables within ARIES, enabling extraction of randomized samples using data management tools with criteria-based queries.

Random Sampling Procedure:

- Step 1: Obtain the latest snapshot of the participant dataset as of the target sampling date, ensuring the dataset reflects all active participants within the sampling frame.
- Step 2: Define the sampling frame parameters, such as participant status (e.g., currently active, enrolled within a certain period) and any exclusion criteria (e.g., exempt participants).
- Step 3: Use a statistical software or data management tool to generate a random selection of participants from the sampling frame. The tool will utilize a random number generator to select participants without bias.
- Step 4: Validate the random sample to confirm that it meets sample size requirements and represents the overall population.
- Step 5: Document the sampling methodology, including data source, extraction date, sample size, and selection criteria, to maintain audit readiness and transparency.

What is the method of sample selection used for the random sample?

The random sample is selected using a simple random sampling method. This approach ensures that each eligible participant within the defined sampling frame has an equal probability of being chosen. The process employs a computerized random number generator or statistical software to generate unbiased, random selections from the complete and updated participant dataset. This method eliminates selection bias and supports the representativeness of the sample for program evaluation or monitoring purposes.

What are the procedures for estimating caseload size for the random sample?

- **Define the Population:**
Identify the total population of SNAP E&T participants eligible for sampling. This includes all active participants within the selected time frame who meet the inclusion criteria (e.g., non-exempt work registrants).
- **Calculate Initial Sample Size:**
Use a standard sample size formula or statistical software to calculate the initial sample size based on the

total population size, confidence level, and margin of error.

- Adjust for Expected Non-Response or Incomplete Data:

Increase the calculated sample size by a contingency factor to account for anticipated non-responses, ineligible cases, or incomplete records.

- Review Resource Constraints:

Consider practical limitations such as available staff time, budget, and data accessibility, and adjust the sample size accordingly while maintaining statistical validity.

- Finalize Caseload Size:

Confirm the final sample size balancing statistical requirements and operational feasibility. Document the methodology and rationale for the selected sample size.

- Extract the Sample:

Use the finalized caseload size to randomly select participants from the population dataset using the established random sampling method.

What are the computations of sample intervals and random starts used for the random sample?

The SNAP E&T management team currently uses a online free application to generate random numbers for the selection of the cases that will be reviewed. We will be doing monthly reviews so we will be looking at the total number of participants, determine the number of reviews that will be required and then generate the random number samples to choose our cases to review.

Describe how time scheduled for each step in the sampling procedure was used for the random sample.

The random samples pulled by the SNAP E&T management team is not a huge issue to pull. We will be pulling a random sample each month based on the providers' current case load to ensure cases are reviewed and if issues are being noted. If issues arise in the reviews then the number of the sample will increase to help determine the underlying reason for the discovered issues.

COMPONENTS OVERVIEW

Which non-education, non-work components does the State agency plan to offer? Select all that apply.

- Job Retention
- Job Search Training
- Self-Employment Training
- Supervised Job Search
- Workfare

Which educational components does the State agency plan to offer? Select all that apply.

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- English Language Acquisition
- Integrated Education and Training / Bridge Programs
- Other Educational Program
- Work Readiness Training

Which work experience components does the State agency plan to offer? Select all that apply.

- Work Activity
- Work-Based Learning

NON-EDUCATION, NON-WORK COMPONENT: JOB RETENTION

Description of the component. Provide a summary of the activities and services.

The Arkansas SNAP Employment and Training (E&T) program includes a comprehensive Job Retention component designed to support participants in maintaining stable employment and advancing along career pathways. This component provides targeted activities and services that help address challenges that may arise after initial job placement, ensuring participants sustain meaningful, long-term employment.

Summary of Activities and Services:

- Follow-up Case Management: Regular contact with participants to monitor employment status, identify barriers, and provide ongoing support.
- Workplace Skill Development: Assistance with soft skills such as communication, time management, and problem-solving to enhance job performance.
- Employer Engagement: Coordination with employers to address workplace issues, promote retention strategies, and facilitate accommodations when necessary.
- Supportive Services: Referral and linkage to community resources addressing transportation, childcare, or other needs that impact job retention. If the participants requests reimbursement the SNAP E&T unit will evaluate to determine if the request meets all guidelines and will approve or deny as deemed necessary.
- Job Coaching: Personalized guidance to help participants navigate workplace expectations and resolve challenges.

Service Duration:

The State ensures that job retention services are provided for a minimum of 30 days and no more than 90 days following job placement, aligning with federal SNAP E&T guidelines.

Through this structured approach, the job retention component promotes sustained employment and economic self-sufficiency for SNAP E&T participants.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Participation Criteria for the Job Retention Component

Participation in the SNAP E&T Job Retention component requires that individuals possess or demonstrate certain baseline skills, knowledge, and experience necessary to effectively benefit from the services and

maintain employment.

Skills and Knowledge Requirements:

Basic Literacy and math skills: Participants should have functional reading, writing, and math skills relevant to workplace communications and job tasks. For those with identified deficiencies, referral to adult basic education or remediation services is provided before or alongside job retention activities.

Computer Literacy: Basic comfort and familiarity with computers and digital tools are necessary for activities involving online training, job search, virtual communication, or employer-required technology. Technical assistance and skill-building support are offered as needed.

Recent Labor Market Attachment: The program favors individuals with recent work experience or labor market attachment who need support to retain employment. However, it is also designed to assist those with limited or no recent employment history, focusing on foundational skill development and stable job retention.

Motivation and Commitment: Participants must demonstrate willingness and active engagement in job retention services, including compliance with program requirements and participation in case management.

Additional Provider-Specific Criteria: Providers may set further criteria based on the job retention activities offered. For example, participants engaging in roles requiring transportation may need a valid driver's license, or advanced vocational programs may have educational prerequisites.

Assessment and Tailoring:

Providers conduct individualized assessments during intake to evaluate each participant's skills, experience, and barriers. Services and supports are then tailored to address specific needs, ensuring equitable access and promoting successful employment outcomes.

Examples of Supported Activities:

Job coaching and counseling to enhance workplace skills

Soft skills training (communication, punctuality, teamwork)

Assistance with employer expectations and workplace challenges

Supportive services to address barriers (transportation assistance, childcare, etc.)

By aligning provider criteria with participant capacities and needs, Arkansas maximizes the effectiveness of the Job Retention component and contributes to participants' sustained employment and self-sufficiency.

Will this component be offered statewide?

Yes

No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

87

Estimated Annual Component Administrative Cost

\$217,500.00

NON-EDUCATION, NON-WORK COMPONENT: JOB SEARCH TRAINING

Description of the component. Provide a summary of the activities and services.

Job Search Training Component Description

The Job Search Training component is designed to equip SNAP E&T participants with essential skills, knowledge, and resources needed to effectively secure employment. This structured component provides individualized support aimed at enhancing participants' job readiness and marketability.

Summary of Activities and Services:

Resume and Cover Letter Development: Participants receive guidance in crafting professional resumes and cover letters tailored to specific job opportunities.

Job Search Techniques: Instruction on effective job search strategies, including using online job boards, networking, and employer outreach.

Interview Preparation: Coaching on interview skills, including mock interviews, common questions, and professional etiquette.

Career Exploration: Assistance with identifying career interests, transferable skills, and aligning job search efforts with labor market demands.

Use of Technology: Training on utilizing computers, job search websites, and email communication for applications.

Goal Setting and Action Planning: Support in setting realistic employment goals and developing actionable job search plans.

This component is typically delivered through workshops, one-on-one sessions, and online modules to ensure flexibility and accessibility for participants.

Expected Level of Effort:

Participants are generally expected to commit an average of 10 to 15 hours per week to job search training activities. This includes attending scheduled workshops or training sessions, completing assigned exercises such as resume development, engaging in job search efforts, and participating in one-on-one coaching sessions. The level of effort may be adjusted based on individual participant needs and progress, with case managers monitoring participation and providing ongoing support to maintain engagement and motivation.

The component aims to empower individuals with the confidence, skills, and tools necessary to navigate the job market successfully and secure sustainable employment.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Criteria for Participation in Job Search Training Component

Participation in the Job Search Training component requires participants to meet certain baseline skills, knowledge, and experience to fully benefit from the program’s job search activities. Providers may apply additional criteria tailored to their services and local labor market demands, ensuring participant success.

Essential Skills and Knowledge:

Basic Literacy and Numeracy: Participants should have sufficient reading, writing, and math skills necessary to complete job applications, understand job descriptions, and communicate effectively with employers. Providers often assess these skills upon intake and direct participants lacking functional literacy or numeracy to adult basic education or remedial services.

Computer Literacy: Basic proficiency with computers and internet navigation is required to engage in online job search platforms, submit electronic applications, and communicate via email. Providers offer technology skill-building supports or digital literacy training when needed.

Motivation and Engagement: Participants must demonstrate readiness and commitment to actively participate in job search activities, follow through on individual employment plans, and comply with program expectations.

Communication Skills: Providers look for participants with basic interpersonal skills to participate effectively in interview preparation, mock interviews, and employer interactions.

Recent Labor Market Attachment: While recent work experience is preferred to facilitate rapid reentry into employment, the component also serves individuals with limited or no recent labor force participation by offering foundational job search skills and support.

Provider-Specific Criteria:

Providers may set additional prerequisites based on the nature of their job search training activities, such as requiring reliable transportation for in-person sessions or prior certifications for certain job sectors. Assessment during intake ensures services are aligned with participant capabilities and needs.

Tailored Services:

Based on individual assessments, providers adapt the training intensity and tools offered, ensuring accessible and equitable support for participants at varying skill and experience levels.

Will this component be offered statewide?

- Yes
- No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

277

Estimated Annual Component Administrative Cost

\$953,434.00

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
Number and Percentage of participants who secure unsubsidized employment within 90 days of completing the job search training.	Numerator will include the number of E&T participants who obtained employment during 10/1/2025 – 9/30/2026 after completion of participation, and the denominator those who participated in JST during the period 10/1/2025 – 9/30/2026.

NON-EDUCATION, NON-WORK COMPONENT: SUPERVISED JOB SEARCH

Provide a summary of the State guidelines implementing supervised job search.

Supervised Job Search (SJS) Guidelines – Arkansas SNAP E&T

The State of Arkansas implements Supervised Job Search (SJS) as a structured component of the SNAP Employment and Training (E&T) program designed to assist participants in actively seeking and securing unsubsidized employment.

Key Guidelines:

State-Approved Locations:

SJS activities take place at provider-designated sites such as adult education centers, workforce agencies, community-based organizations, or other approved facilities where participant job search activities can be directly supervised by trained staff. Providers ensure that these locations are accessible and conducive to effective job search efforts.

Participant Activities and Tracking:

Participants engage in organized job search efforts, including contacting employers, completing applications, attending interviews, and networking. Participant activities and timing—such as the number of contacts per day or week—are documented and regularly reviewed. Providers maintain attendance logs, job contact records, and progress notes to verify participation and compliance with program requirements.

Level of Effort:

Although federal regulations (7 CFR § 273.7(e)(2)(i)) do not establish a time limit for SJS participation, Arkansas typically expects participants to commit approximately 10 to 15 hours per week to supervised job search activities. The duration is tailored to individual participant needs, allowing sufficient engagement without imposing unnecessary barriers.

Support and Coaching:

Providers offer ongoing job search coaching, resume and interview preparation, and troubleshooting support to help participants overcome barriers and enhance their job search effectiveness.

Duration:

Arkansas allows flexibility in the length of SJS participation, with some participants engaging for several weeks depending on their progress and needs. Typical engagement is at a minimum of 30 days with a normal maximum of 90 days.

Exemptions and Good Cause:

Good cause exemptions from SJS are determined by eligibility staff based on documented barriers such as illness or transportation issues. Granting of good cause is strictly an eligibility function and cannot be granted by E&T staff.

Integration with Other E&T Services:

SJS activities are coordinated with other SNAP E&T components such as job readiness training, job placement services, and work experience opportunities to provide a comprehensive support system for participants.

Reimbursement:

SNAP E&T providers may offer supervised job search; however, reimbursement is limited to the salary and fringe benefits of staff performing the supervised job search function and is not provided on a per

participant basis.

These guidelines ensure supervised job search activities in Arkansas are consistent, measurable, and supportive of participant success in securing unsubsidized employment in compliance with federal rule 7 CFR § 273.7(e)(2)(i).

Describe the direct path to employment.

The Direct Path to Employment component is designed to provide SNAP E&T participants with immediate access to unsubsidized employment opportunities, minimizing barriers and expediting entry or reentry into the workforce. This approach focuses on connecting participants directly with employers and job openings that match their skills and interests without requiring extensive preliminary training or education components.

Key Features:

Rapid Job Placement: Participants are referred quickly to available job openings aligned with their qualifications and preferences.

Employer Partnerships: The State collaborates with local employers, workforce agencies, and community organizations to identify and promote suitable employment opportunities.

Minimal Pre-Employment Requirements: Participants typically engage in limited preparatory activities, such as resume review or job readiness coaching, focusing primarily on job placement.

Support Services: While the emphasis is on immediate employment, supportive services such as transportation assistance or childcare may be provided to remove barriers to job retention.

Follow-up and Retention Support: After placement, participants receive follow-up to address any employment challenges and encourage job retention and advancement.

This component serves as a streamlined pathway for participants who are ready to work and prefer direct employment opportunities over longer-term training or education programs.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Criteria for Participation in the Supervised Job Search Component

Participation in the Supervised Job Search (SJS) component requires individuals to meet certain baseline skills, knowledge, and experience necessary to fully engage and benefit from job search activities under supervision. These criteria ensure participants are prepared for an active, focused job search that leads to sustainable employment.

Essential Skills and Knowledge:

Basic Literacy and Numeracy: Participants should have functional reading, writing, and math skills sufficient to comprehend job descriptions, complete employment paperwork, and communicate effectively with employers and program staff. Those with skill gaps may receive referrals to adult education or remedial services prior to or alongside SJS.

Computer Literacy: Basic abilities to use computers, navigate job search websites, complete online applications, and communicate via email are generally necessary. Providers offer technology assistance and training as needed to ensure participants can engage effectively.

Recent Labor Market Attachment: Preference may be given to individuals with recent work experience or a demonstrated employment history signaling readiness to reenter the workforce. However, those with limited recent employment are also served, focusing on foundational job search skills and strategies.

Work Readiness and Soft Skills: Participants are expected to demonstrate basic workplace behaviors including punctuality, reliability, following instructions, and professional communication, which are necessary for successful job searches and interviews.

Motivation and Engagement: Willingness to actively participate, comply with program guidelines, and pursue employment opportunities promptly is crucial.

Provider-Specific Criteria:

Providers may set additional eligibility or readiness criteria tailored to program design and participant needs. For example, some providers might require participants to attend an orientation or assessment session before enrollment or prioritize participants based on geographic areas or industry focus. Supports are tailored based on intake assessments to ensure participants have skills and readiness that align with SJS expectations.

This version clearly defines participant requirements and provider discretion to tailor the program, supporting participant success in job search under Arkansas SNAP E&T guidelines and addressing FNS's comment for specific criteria and enabling skills. Here is an enhanced response addressing provider-specific participation criteria and necessary skills for the Supervised Job Search component in Arkansas SNAP E&T that aligns with FNS's request:

Criteria for Participation in the Supervised Job Search Component

Participation in the Supervised Job Search (SJS) component requires individuals to meet certain baseline skills, knowledge, and experience necessary to fully engage and benefit from job search activities under supervision. These criteria ensure participants are prepared for an active, focused job search that leads to sustainable employment.

Essential Skills and Knowledge:

Basic Literacy and Numeracy: Participants should have functional reading, writing, and math skills sufficient to comprehend job descriptions, complete employment paperwork, and communicate effectively with employers and program staff. Those with skill gaps may receive referrals to adult education or remedial services prior to or alongside SJS.

Computer Literacy: Basic abilities to use computers, navigate job search websites, complete online applications, and communicate via email are generally necessary. Providers offer technology assistance and training as needed to ensure participants can engage effectively.

Recent Labor Market Attachment: Preference may be given to individuals with recent work experience or a demonstrated employment history signaling readiness to reenter the workforce. However, those with limited recent employment are also served, focusing on foundational job search skills and strategies.

Work Readiness and Soft Skills: Participants are expected to demonstrate basic workplace behaviors including punctuality, reliability, following instructions, and professional communication, which are necessary for successful job searches and interviews.

Motivation and Engagement: Willingness to actively participate, comply with program guidelines, and pursue employment opportunities promptly is crucial.

Provider-Specific Criteria:

Providers may set additional eligibility or readiness criteria tailored to program design and participant needs. For example, some providers might require participants to attend an orientation or assessment session before enrollment or prioritize participants based on geographic areas or industry focus. Supports are tailored based on intake assessments to ensure participants have skills and readiness that align with SJS expectations.

Will this component be offered statewide?

- Yes
- No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

275

Estimated Annual Component Administrative Cost

\$948,750.00

<p>Outcome Measure</p>	<p>Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)</p>
<p>Number and Percentage of participants who secure unsubsidized employment within 90 days following completion of supervised job search activities.</p>	<p>Numerator includes the number of E&T participants who obtained employment after completing component during the period of 10/1/2025 – 9/30/2026. Denominator will include the number of participants that participated in supervised job search during the period of 10/1/2025 – 9/30/2026.</p>

NON-EDUCATION, NON-WORK COMPONENT: WORKFARE

Description of the component. Provide a summary of the activities and services.

The Workfare component is designed to allow SNAP participants to “work off” the value of their household’s SNAP benefit allotment through participation in structured, supervised community service activities. Workfare provides participants with opportunities to gain soft skills, work habits, and practical experience while contributing to projects that benefit the community.

Activities and Services:

Participants are placed with public or non-profit agencies to perform tasks such as clerical support, custodial work, food pantry assistance, landscaping, maintenance, or other community service-oriented projects.

The number of hours assigned is determined by dividing the household’s monthly SNAP allotment by the higher of the federal or state minimum wage, in accordance with 7 CFR § 273.7(m).

Supervision is provided by the host agency, with progress monitored by the SNAP E&T provider and the State agency.

Providers may offer supportive services (e.g., transportation assistance, safety equipment, or required uniforms) to ensure participants can attend their workfare assignments.

Workfare placements are not intended to displace existing workers or impair existing contracts for services.

The Workfare component supports participant engagement, instills accountability, and helps individuals develop work readiness skills that may lead to unsubsidized employment.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Participation in the Workfare component is limited to SNAP participants who are subject to SNAP work requirements and are determined appropriate for placement by the State agency or its providers.

Eligibility and Assignment:

Individuals must be non-exempt from general work requirements under 7 CFR § 273.7.

Able-Bodied Adults Without Dependents (ABAWDs) may be assigned to Workfare as one method of meeting the ABAWD work requirement under 7 U.S.C. § 2015(o).

Participants must be able to perform basic community service functions safely and reliably, as determined by the host agency.

Skills, Knowledge, and Experience Requirements:

No specific literacy, numeracy, or prior work experience is required for participation in Workfare.

Assignments are designed to accommodate participants with varying skill levels and provide opportunities to develop work readiness, accountability, and basic employment habits.

Participants must demonstrate the ability to comply with attendance and supervision requirements.

Specialized skills (e.g., computer literacy, trade skills) are not required, but participants may be matched with placements that complement their existing abilities when possible.

Accommodations:

The State agency and host sites will provide reasonable accommodations to ensure individuals with disabilities can participate.

Participants with limited literacy, numeracy, or English proficiency will not be excluded; assignments will be tailored to their capacity while ensuring meaningful engagement.

Will this component be offered statewide?

Yes

No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

150

Estimated Annual Component Administrative Cost

\$450,000.00

<p>Outcome Measure</p>	<p>Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)</p>
<p>Number and percentage of people who obtain employment after completion of component.</p>	<p>Numerator will include the number of E&T participants who completed this component and obtained employment after completing component during the period of 10/1/2025 – 9/30/2026. Denominator will include the number of participants that participated in Work fare during the period of 10/1/2025 – 9/30/2026.</p>

EDUCATIONAL COMPONENT: BASIC / FOUNDATIONAL SKILLS INSTRUCTION

Description of the component. Provide a summary of the activities and services.

Basic/Foundational Skills Instruction Component Description

The Basic/Foundational Skills Instruction component is designed to equip SNAP E&T participants with essential academic and life skills necessary to enhance their employability and succeed in further education or training programs. This foundational instruction addresses gaps in literacy, numeracy, digital literacy, and other core competencies critical for workforce readiness.

Summary of Activities and Services:

Literacy and Numeracy Development: Tailored instruction to improve reading comprehension, writing, and math skills based on individual participant assessments.

Digital Literacy: Training on basic computer skills, including common software use, internet navigation, and online communication tools.

Life Skills Training: Development of time management, communication, financial literacy, and workplace etiquette skills to support overall employability.

Assessment and Individualized Learning Plans: Initial assessment to identify participant needs, followed by personalized instruction plans aligned with career goals.

Support Services: Access to tutoring, counseling, and referrals to adult education or GED programs as needed.

Instruction is delivered through classroom settings, one-on-one tutoring, online modules, or blended formats to accommodate diverse learning styles and schedules.

Expected Level of Effort:

Participants are generally expected to dedicate 15 to 20 hours per week to this component. This includes attending classroom or virtual instruction sessions, completing assignments and practice exercises, participating in tutoring or coaching, and engaging with supplementary learning materials. The level of effort is tailored based on individual learning goals and progress, with case managers monitoring engagement to ensure steady skill development.

This component builds a strong foundation enabling participants to pursue vocational training, job search, or employment successfully.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Criteria for Participation in the Basic/Foundations Skills Instruction Component

Participants in this component are individuals who require foundational skill development to improve their employability and readiness for further training or employment. The following criteria guide eligibility and help tailor instruction to participant needs:

Skills, Knowledge, and Experience Requirements:

Literacy and Numeracy Levels: Participants typically have below-basic to basic literacy and numeracy skills as identified through standardized assessments or provider intake evaluations. These skills are foundational for understanding workplace instructions, completing employment paperwork, and pursuing further education or vocational training.

Computer Literacy: Many participants have minimal or no computer skills. Providers ensure that foundational digital literacy is included to enable participants to engage with modern job search technologies, complete online applications, and communicate electronically.

Motivation to Learn: A willingness to engage in structured learning and improve foundational skills consistently is essential for success.

No Recent Labor Market Attachment Required: This component serves both individuals new to the labor market and those reentering employment who need remediation of basic skills.

Provider-Specific Criteria:

Providers assess participant readiness during intake, using skill assessments to screen for appropriate placement. Providers may require participants to demonstrate:

Commitment to regular attendance and participation in instructional sessions, whether in-person, online, or blended formats.

The capacity to work with instructional materials suited to their assessed skill level.

Ability to engage in individualized learning plans that address personal skill gaps.

Assessment and ongoing monitoring by providers enable tailored support, such as tutoring or referrals to adult education programs when intensification of services is needed.

Will this component be offered statewide?

- Yes
- No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

371

Estimated Annual Component Administrative Cost

\$1,279,950.00

Not supplanting. Describe how the State agency ensures that costs attributed to the E&T program are not supplanting funds used for other existing educational programs.

The State agency ensures that costs attributed to the SNAP Employment and Training (E&T) program do not supplant funds for other existing educational programs by implementing strict financial controls and program oversight. All E&T expenditures are reviewed to confirm they are reasonable, necessary, and directly related to allowable E&T activities.

Prior to approval, each cost is cross-checked against funding sources for other educational or workforce development programs to ensure no duplication of funding. Providers must certify that requested reimbursements are for E&T-specific activities and are not costs already funded by federal, state, or local education programs.

Regular monitoring, fiscal audits, and documentation reviews are conducted to verify compliance. Any costs found to duplicate existing funding sources are disallowed and returned. This layered review process ensures the integrity of E&T program funding and compliance with federal “non-supplanting” requirements.

Cost parity. Describe how the State agency ensures that costs charged to E&T do not exceed the costs charged for non-E&T participants.

The State agency ensures that costs charged to the SNAP Employment and Training (E&T) program do not exceed the costs charged for non-E&T participants by maintaining consistent pricing and cost allocation standards across all participants receiving similar services.

Providers are required to use the same cost structures, tuition rates, and fee schedules for both E&T and non-E&T participants. All reimbursement requests must be supported by documentation—such as

published rate sheets, invoices, or contracts—demonstrating that charges align with standard rates applied to the general public or other program participants.

During monitoring and fiscal reviews, the State agency verifies that E&T participant costs are equal to or less than those charged to non-E&T individuals for the same service or activity. Any identified discrepancies are addressed immediately, and overcharges are disallowed. This process ensures fair, consistent, and compliant cost practices across all service providers.

<p>Outcome Measure</p>	<p>Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)</p>
<p>Number and percentagbe of E&T participants and percentage of people who obtain a GED or High School.</p>	<p>Numerator will include the number of E&T participants who completed this component during 10/1/2025 – 9/30/2026 and obtained a GED or High School Diploma during the period of 10/1/2025 – 9/30/2026. The denominator includes those who participated in Basic Education during the period 10/1/2025 – 9/30/2026.</p>

EDUCATIONAL COMPONENT: CAREER / TECHNICAL EDUCATION PROGRAMS OR OTHER VOCATIONAL TRAINING

Description of the component. Provide a summary of the activities and services.

Career/Technical Education and Vocational Training Component Description

The Career/Technical Education (CTE) and Vocational Training component within Arkansas SNAP E&T provides participants with structured, occupation-specific instruction aimed at developing industry-recognized skills aligned with local and regional labor market demands. The component prepares participants to obtain and retain employment in in-demand fields through intensive training and credentialing.

Summary of Activities and Services:

Classroom Instruction: Participants engage in targeted classroom learning focused on trades and technical fields such as healthcare, information technology, manufacturing, skilled trades, transportation, and culinary arts.

Hands-On Training: Practical lab sessions and simulated work environments reinforce technical skills needed for job readiness.

Employability and Workplace Readiness: Instruction integrates soft skills development, including communication, teamwork, punctuality, and workplace etiquette.

Career Navigation Support: Participants receive guidance on career pathways, job placement assistance, and ongoing coaching to support sustained employment.

Certification and Credentials: Many programs lead to industry-recognized certifications or licensures, such as Certified Nursing Assistant (CNA), HVAC technician certification, welding certificates, IT certifications, commercial driver's licenses (CDL), and food safety licenses. These credentials increase participants' competitiveness in the job market.

Supportive Services: Participants may receive assistance with transportation, childcare, uniforms, tools, or fees related to training as allowable under SNAP E&T guidelines.

Providers:

Training is delivered through a network of approved providers, including:

Community colleges across Arkansas (e.g., Arkansas Northeastern College, North Arkansas College)

Technical institutes and vocational schools

Registered apprenticeship programs

Approved private training entities specializing in industry-specific skills

Level of Effort:

Training programs are time-limited and typically range from several weeks to up to one year, depending

on the credential sought. Participants generally commit 20 to 30 hours per week to classroom, lab, and study activities. Case managers monitor progress and provide individual support to ensure successful completion and transition to employment.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Criteria for Participation in Career/Technical Education or Vocational Training Component

Participants must meet the following criteria to enroll in the Career/Technical Education (CTE) or Vocational Training component, ensuring they are prepared to successfully complete occupational training and transition to employment:

Skills, Knowledge, and Experience Requirements:

Basic Literacy and Numeracy: Participants must demonstrate sufficient reading and math skills to comprehend course materials, complete assignments, and meet program requirements. Standardized assessments or provider screenings are used to determine skills levels.

Educational Prerequisites: Generally, possession of a high school diploma, GED, or equivalent is required. Some programs may admit participants without these credentials if they demonstrate the ability to complete coursework with additional academic support.

Career Interest and Aptitude: Participants need to express a genuine interest in and commitment to a specific occupational pathway that aligns with available training programs and local labor market demand.

Labor Market Attachment: Preference is given to individuals with recent work history or the potential to benefit from vocational training, facilitating quicker transition into unsubsidized employment.

Technical and Computer Literacy: Basic familiarity with relevant technology is necessary, such as navigation of online learning platforms, operation of trade-specific equipment, or software usage. Providers offer skill-building support as needed.

Physical and Occupational Requirements: Depending on the field of training, participants must meet specific physical or safety requirements, such as the ability to lift equipment, pass health screenings, or adhere to OSHA safety protocols.

Provider-Specific Criteria:

Providers conduct comprehensive intake and readiness assessments, which may include:

Review of academic transcripts or documentation of prior education

Administration of skills tests tailored to the training focus

Evaluation of physical capabilities and completion of health or safety screenings

Assessment of commitment to full-time or part-time attendance and participation

Providers may set additional standards based on program complexity, industry standards, and credentialing requirements to optimize participant success.

Assessment and Matching:

The State and providers collaboratively use assessment results and participant interests to develop individualized learning plans, ensuring alignment between participant capabilities and chosen training pathways. This helps participants enroll in programs where they have the greatest chance for success and job placement.

Will this component be offered statewide?

Yes

No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

467

Estimated Annual Component Administrative Cost

\$1,987,085.00

Not supplanting. Describe how the State agency ensures that costs attributed to the E&T program are not supplanting funds used for other existing educational programs.

The State agency strictly ensures that funds attributed to the SNAP Employment and Training (E&T) program do not supplant or replace funding for existing educational or training programs. To prevent supplanting, the agency requires that E&T funds be used solely to support program activities that are supplemental and additional to those provided through other federal, state, or local education funding sources.

Contracts and subgrant agreements with training providers clearly specify that SNAP E&T funds cannot replace funding already provided by Title II, WIOA, or other workforce or educational programs.

Providers must document and certify that costs charged to the E&T program are incremental and directly

related to services provided specifically to SNAP E&T participants. Additionally, the State agency conducts periodic fiscal and programmatic monitoring, including review of financial records and cost allocation methodologies, to ensure that E&T funds are not supplanting existing funding streams. Any evidence of supplanting results in corrective actions, including repayment of funds or termination of funding agreements. This approach ensures compliance with federal requirements and maintains the integrity and supplemental nature of SNAP E&T funding.

Cost parity. Describe how the State agency ensures that costs charged to E&T do not exceed the costs charged for non-E&T participants.

The State agency ensures that costs charged to the SNAP Employment and Training (E&T) program do not exceed the costs charged for non-E&T participants receiving similar services. This is achieved through a combination of contractual agreements, cost monitoring, and financial oversight.

Training providers and subcontractors are required to maintain accurate accounting records that clearly differentiate costs attributed to SNAP E&T participants from those for other clients. Providers certify that the rates charged to the E&T program are consistent with or lower than rates charged to non-E&T participants for comparable services.

During routine fiscal monitoring and annual management evaluations, the State agency reviews provider billing, cost allocation methods, and reimbursement requests to confirm that E&T costs reflect parity with non-E&T services. Any discrepancies identified are addressed promptly to ensure equitable and appropriate use of E&T funds.

This process guarantees fairness in cost allocation and prevents overcharging or cross-subsidization of the SNAP E&T program.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of participants who gain a credential or certificate after participation in Career/Technical Education Programs or other Vocational Training.	Numerator will include the number of E&T participants who completed this component during the period of 10/1/2025 – 9/30/2026 and gained a credential or certificate, and the denominator will include those who participated in Career/Technical Education Programs or other Vocational Training during the period 10/1/2025 – 9/30/2026.

EDUCATIONAL COMPONENT: ENGLISH LANGUAGE ACQUISITION

Description of the component. Provide a summary of the activities and services.

The English Language Acquisition (ELA) component provides SNAP E&T participants with instruction and support designed to improve their English language proficiency to enhance employability and integration into the workforce. Services include instruction in speaking, listening, reading, and writing skills, tailored to meet the needs of English Language Learners (ELLs) at various proficiency levels.

The program utilizes evidence-based curricula and qualified instructors to deliver instruction through classroom settings, blended learning, and technology-assisted platforms. Participants receive individualized assessments to determine their language levels and progress, enabling customized learning plans that align with their employment goals.

Additionally, the ELA component integrates workforce readiness skills, including job-related communication, cultural competency, and navigation of workplace expectations, to facilitate participants' successful transition into employment or further training opportunities. Supportive services, such as tutoring and language labs, may also be provided to enhance learning outcomes.

The component is designed to be flexible in duration, typically lasting between several weeks to a year, based on participant needs and progress.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Participants must meet the following criteria to enroll in the English Language Acquisition (ELA) component:

English Language Learner Status: Individuals identified as having limited English proficiency or needing to improve English language skills for employment or training purposes.

Assessment-Based Placement: Participants must complete an initial language proficiency assessment to determine their current level and appropriate placement in the program.

Basic Literacy Skills: Sufficient literacy in their native language to benefit from language instruction or participation in foundational literacy support services if needed.

Motivation and Commitment: Demonstrated willingness and ability to engage in regular instruction and complete assigned coursework.

Employment or Training Goals: Participants should have clear goals related to employment, training, or self-sufficiency that require improved English language skills.

Technology Access: Basic computer literacy or ability to learn computer skills if instruction involves digital platforms or blended learning formats.

The State and service providers conduct intake assessments and interviews to ensure appropriate placement and to tailor instruction to participants' individual language learning needs and career objectives.

Will this component be offered statewide?

Yes

No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

15

Estimated Annual Component Administrative Cost

\$30,000.30

Not supplanting. Describe how the State agency ensures that costs attributed to the E&T program are not supplanting funds used for other existing educational programs.

The State agency ensures that funds attributed to the English Language Acquisition component of the SNAP Employment and Training (E&T) program are not used to supplant funding for other existing educational programs. To maintain this separation, E&T funds are designated specifically for services that are additional and supplemental to those provided through other federal, state, or local programs, such as Title II adult education or WIOA-funded services.

Providers are required to clearly document and certify that costs charged to the SNAP E&T program represent incremental expenses directly related to serving SNAP participants. Contracts and subgrant agreements include language prohibiting the use of E&T funds to replace or substitute funding for existing programs.

The State agency conducts regular fiscal reviews and program monitoring to verify appropriate cost

allocation and prevent supplanting. Any findings of supplanting result in corrective actions, including repayment or adjustments to funding agreements, ensuring compliance with federal regulations and maintaining the integrity of SNAP E&T funding.

Cost parity. Describe how the State agency ensures that costs charged to E&T do not exceed the costs charged for non-E&T participants.

The State agency ensures that costs charged to the English Language Acquisition component of the SNAP Employment and Training (E&T) program do not exceed those charged for similar services provided to non-E&T participants. This is accomplished through contractual agreements requiring providers to maintain accurate cost records that distinguish expenses for SNAP participants from those for other clients.

Providers certify that rates billed to the SNAP E&T program are consistent with or lower than those charged to non-E&T individuals receiving comparable services. The State agency conducts regular fiscal monitoring and reviews of reimbursement requests to confirm adherence to cost parity standards. Any discrepancies are promptly addressed to ensure equitable and appropriate use of SNAP E&T funds.

This approach ensures fairness in cost allocation and prevents overcharging or cross-subsidization within the English Language Acquisition component.

EDUCATIONAL COMPONENT: WORK READINESS TRAINING

Description of the component. Provide a summary of the activities and services.

The Work Readiness Training component is designed to equip SNAP E&T participants with the essential skills and knowledge required to successfully enter and sustain employment. This component provides instruction and activities that focus on foundational workplace skills such as communication, punctuality, teamwork, problem-solving, workplace etiquette, and professionalism.

Training methods may include classroom instruction, workshops, online modules, and hands-on activities tailored to meet the diverse needs of participants. Emphasis is placed on enhancing participants' understanding of employer expectations and improving their ability to navigate the work environment effectively.

Participants also receive guidance on job search strategies, resume writing, interview preparation, and other career development skills to enhance their employability. Support services such as coaching and mentoring may be offered to reinforce learning and assist participants in overcoming barriers to employment.

The duration of work readiness training varies depending on individual participant needs but generally ranges from several weeks to three months, ensuring adequate time for skill acquisition and application.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Participants must meet the following criteria to enroll in the Work Readiness Training component:

Work Registrant Status: Participants must be identified as work registrants or otherwise required to participate in SNAP E&T activities.

Basic Literacy and Numeracy: Participants should possess fundamental literacy and numeracy skills to engage effectively in training activities.

Motivation and Commitment: Demonstrated willingness to actively participate and complete training

requirements.

Barriers to Employment: Individuals experiencing barriers such as lack of workplace skills, limited job search experience, or insufficient understanding of workplace expectations.

Employment Goals: Participants who have clear goals related to obtaining or retaining employment.

Assessment Results: Placement in the component may be based on assessments identifying skill gaps or readiness needs.

Program intake staff or case managers conduct initial assessments and interviews to ensure appropriate placement tailored to individual needs and employment objectives.

Will this component be offered statewide?

Yes

No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

475

Estimated Annual Component Administrative Cost

\$1,425,000.00

Not supplanting. Describe how the State agency ensures that costs attributed to the E&T program are not supplanting funds used for other existing educational programs.

The State agency ensures that costs charged to the Work Readiness Training component of the SNAP Employment and Training (E&T) program do not supplant funds used for other existing educational or workforce programs. This is accomplished through the following measures:

Separate Funding Streams: The agency maintains clear accounting and budgeting procedures to distinguish SNAP E&T expenditures from those of other educational programs.

Cost Documentation: Providers are required to document and certify that expenses billed to the SNAP E&T program are incremental and directly related to E&T activities, not funded through other federal, state, or local programs.

Monitoring and Auditing: Regular fiscal monitoring and audits are conducted to verify that E&T funds supplement rather than replace existing resources. Any findings of supplanting are addressed promptly through corrective actions.

Contractual Agreements: Agreements with training providers include clauses preventing supplanting and require compliance with all applicable funding restrictions.

Through these controls, the State ensures that SNAP E&T funds are used exclusively to enhance work readiness services for SNAP participants without replacing existing program funding.

Cost parity. Describe how the State agency ensures that costs charged to E&T do not exceed the costs charged for non-E&T participants.

The State agency ensures that costs charged to the SNAP Employment and Training (E&T) program do not exceed those charged for non-E&T participants by implementing the following measures:

Standardized Cost Review: The agency regularly reviews cost structures and pricing policies of training and service providers to confirm that charges to E&T participants align with or are comparable to those charged to non-E&T participants receiving similar services.

Provider Agreements: Contracts and subgrants with providers include provisions requiring cost parity and prohibiting inflated charges for E&T participants. Providers must certify that their billing practices comply with this requirement.

Fiscal Monitoring: Ongoing monitoring and audits assess provider billing to detect any discrepancies in costs between E&T and non-E&T clients. Any inconsistencies are addressed through corrective actions or adjustments.

Documentation and Reporting: Providers submit detailed invoices and documentation supporting all billed expenses, which are reviewed to ensure fair and consistent charging practices.

By maintaining these controls, the State guarantees equitable treatment and prevents the E&T program from incurring costs higher than those for non-E&T participants.

Outcome Measure	Describe the methodology for the outcome reporting measure. Include timeframes being reported (e.g. denominator and numerator)
The number and percentage of participants who gain a credential or certificate after participation in Work Readiness Training component.	Numerator will include the number of E&T participants who gained a credential or certificate during the period 10/1/2025 – 9/30/2026, and the denominator will include those who participated in Work Readiness Training during the period 10/1/2025 – 9/30/2026.

WORK EXPERIENCE COMPONENT: WORK ACTIVITY

Description of the component. Provide a summary of the activities and services.

Work Activity Component Description

The Work Activity component provides SNAP E&T participants with structured and supervised work experiences designed to develop essential employability skills and improve job readiness. These activities include community service, work-based learning, unsubsidized employment, or other opportunities tailored to participant abilities and career goals.

Summary of Activities and Services:

Participants engage in meaningful work assignments under the supervision of program staff or community organizations.

Activities may include community service projects, hands-on work experience in public or nonprofit settings, subsidized job placements, and other structured work opportunities.

Participants receive coaching and support to cultivate workplace behaviors such as punctuality, responsibility, teamwork, and communication skills.

Progress is monitored regularly through supervisor feedback, attendance tracking, and performance evaluations.

Work activities are designed to promote the development of transferable job skills and increase participants' connection to employers and the community.

Level of Effort:

Participants are generally expected to commit between 20 to 30 hours per week to work activities, depending on individual program goals and capacity. The duration of participation typically ranges from 30 to 90 days, balancing skill-building with workforce engagement while ensuring ongoing compliance with SNAP E&T requirements.

Indicate the Target Population this component will serve. Select all that apply.

- ABAWDs
- All Work Registrants 10/1/2025-3/31/26
- Homeless
- Returning citizens (aka: ex-offenders)
- Single parents
- Students
- Those that reside in rural areas
- Underemployed
- Veterans

Describe the criteria for participation. Include the skills, knowledge, or experience necessary for participation in the component. For example, literacy or numeracy levels, recent labor market attachment, computer literacy, etc.

Participants must meet the following criteria to be eligible for the Work Activity component:

Work Registrant Status: Participants must be designated as work registrants or required to participate in SNAP E&T activities.

Assessment of Abilities: Participants should be assessed to ensure they are physically and mentally capable of engaging in structured work activities.

Barriers to Employment: Participants may include those needing to develop workplace skills or gain recent work experience.

Commitment to Participation: Participants must demonstrate willingness and ability to comply with work activity requirements.

Individualized Plan Alignment: Placement in the work activity component must align with the participant's employment goals and individualized service plan.

Program staff conduct intake interviews and assessments to determine suitability and readiness for participation in work activities.

Will this component be offered statewide?

Yes

No

Projected Annual Participation. Projection should reflect a number of unduplicated individuals.

51

Estimated Annual Component Administrative Cost

\$109,068.55

CONTRACTS OVERVIEW

The State agency must enter every contract or third-party partner. Additionally, the State agency must report if an intermediary directly holds subcontracts with employment and training providers for the delivery of SNAP E&T services. The table below summarizes overall information across all contracts.

Total Number of Contracts + Subcontracts	Total Participants to be Served by Contracts	Total Admin Costs	Total Participant Reimbursement Costs	Total Budget
5	2,168	\$7,595,787.88	\$0.00	\$7,595,787.88

CONTRACTOR: ADULT EDUCATION

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

- Consulting
- E&T Services
- Automation/IT
- Marketing
- Other

Will this E&T service be offered statewide?

- Yes
- No

Which E&T Services are offered by this contractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- Supervised Job Search
- Work Activity
- Work Readiness Training
- Workfare

Annual Number of SNAP E&T Participants to be Served

1,000

Are participant reimbursements provided by the Contractor?

- Yes
- No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

\$0.00

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

\$195,000.00

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

\$2,757,857.78

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

- Yes
- No

CONTRACTOR: ARKANSAS EMPLOYMENT CAREER CENTER

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

- Consulting
- E&T Services
- Automation/IT
- Marketing
- Other

Will this E&T service be offered statewide?

- Yes
- No

Indicate the counties where the service is offered by this contractor.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Arkansas County | <input type="checkbox"/> Garland County | <input type="checkbox"/> Newton County |
| <input type="checkbox"/> Ashley County | <input checked="" type="checkbox"/> Grant County | <input type="checkbox"/> Ouachita County |
| <input type="checkbox"/> Baxter County | <input type="checkbox"/> Greene County | <input checked="" type="checkbox"/> Perry County |
| <input type="checkbox"/> Benton County | <input type="checkbox"/> Hempstead County | <input type="checkbox"/> Phillips County |
| <input type="checkbox"/> Boone County | <input type="checkbox"/> Hot Spring County | <input type="checkbox"/> Pike County |
| <input type="checkbox"/> Bradley County | <input type="checkbox"/> Howard County | <input type="checkbox"/> Poinsett County |
| <input type="checkbox"/> Calhoun County | <input type="checkbox"/> Independence County | <input type="checkbox"/> Polk County |
| <input type="checkbox"/> Carroll County | <input type="checkbox"/> IZARD County | <input type="checkbox"/> Pope County |
| <input type="checkbox"/> Chicot County | <input type="checkbox"/> Jackson County | <input checked="" type="checkbox"/> Prairie County |
| <input type="checkbox"/> Clark County | <input checked="" type="checkbox"/> Jefferson County | <input checked="" type="checkbox"/> Pulaski County |
| <input type="checkbox"/> Clay County | <input type="checkbox"/> Johnson County | <input type="checkbox"/> Randolph County |
| <input type="checkbox"/> Cleburne County | <input type="checkbox"/> Lafayette County | <input checked="" type="checkbox"/> Saline County |
| <input checked="" type="checkbox"/> Cleveland County | <input type="checkbox"/> Lawrence County | <input type="checkbox"/> Scott County |
| <input type="checkbox"/> Columbia County | <input type="checkbox"/> Lee County | <input type="checkbox"/> Searcy County |
| <input type="checkbox"/> Conway County | <input checked="" type="checkbox"/> Lincoln County | <input type="checkbox"/> Sebastian County |
| <input type="checkbox"/> Craighead County | <input type="checkbox"/> Little River County | <input type="checkbox"/> Sevier County |
| <input type="checkbox"/> Crawford County | <input type="checkbox"/> Logan County | <input type="checkbox"/> Sharp County |
| <input type="checkbox"/> Crittenden County | <input checked="" type="checkbox"/> Lonoke County | <input type="checkbox"/> St Francis County |
| <input type="checkbox"/> Cross County | <input type="checkbox"/> Madison County | <input type="checkbox"/> Stone County |
| <input type="checkbox"/> Dallas County | <input type="checkbox"/> Marion County | <input type="checkbox"/> Union County |
| <input type="checkbox"/> Desha County | <input type="checkbox"/> Miller County | <input type="checkbox"/> Van Buren County |
| <input type="checkbox"/> Drew County | <input type="checkbox"/> Mississippi County | <input type="checkbox"/> Washington County |
| <input checked="" type="checkbox"/> Faulkner County | <input type="checkbox"/> Monroe County | <input type="checkbox"/> White County |
| <input type="checkbox"/> Franklin County | <input type="checkbox"/> Montgomery County | <input type="checkbox"/> Woodruff County |
| <input type="checkbox"/> Fulton County | <input type="checkbox"/> Nevada County | <input type="checkbox"/> Yell County |

Which E&T Services are offered by this contractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- Supervised Job Search
- Work Activity
- Work Readiness Training
- Workfare

Annual Number of SNAP E&T Participants to be Served

Are participant reimbursements provided by the Contractor?

- Yes
- No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

Yes

No

CONTRACTOR: ARKANSAS NORTHEASTERN COLLEGE

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

- Consulting
- E&T Services
- Automation/IT
- Marketing
- Other

Will this E&T service be offered statewide?

- Yes
- No

Indicate the counties where the service is offered by this contractor.

- | | | |
|---|--|---|
| <input type="checkbox"/> Arkansas County | <input type="checkbox"/> Garland County | <input type="checkbox"/> Newton County |
| <input type="checkbox"/> Ashley County | <input type="checkbox"/> Grant County | <input type="checkbox"/> Ouachita County |
| <input type="checkbox"/> Baxter County | <input type="checkbox"/> Greene County | <input type="checkbox"/> Perry County |
| <input type="checkbox"/> Benton County | <input type="checkbox"/> Hempstead County | <input type="checkbox"/> Phillips County |
| <input type="checkbox"/> Boone County | <input type="checkbox"/> Hot Spring County | <input type="checkbox"/> Pike County |
| <input type="checkbox"/> Bradley County | <input type="checkbox"/> Howard County | <input checked="" type="checkbox"/> Poinsett County |
| <input type="checkbox"/> Calhoun County | <input type="checkbox"/> Independence County | <input type="checkbox"/> Polk County |
| <input type="checkbox"/> Carroll County | <input type="checkbox"/> IZARD County | <input type="checkbox"/> Pope County |
| <input type="checkbox"/> Chicot County | <input type="checkbox"/> Jackson County | <input type="checkbox"/> Prairie County |
| <input type="checkbox"/> Clark County | <input type="checkbox"/> Jefferson County | <input type="checkbox"/> Pulaski County |
| <input type="checkbox"/> Clay County | <input type="checkbox"/> Johnson County | <input type="checkbox"/> Randolph County |
| <input type="checkbox"/> Cleburne County | <input type="checkbox"/> Lafayette County | <input type="checkbox"/> Saline County |
| <input type="checkbox"/> Cleveland County | <input type="checkbox"/> Lawrence County | <input type="checkbox"/> Scott County |
| <input type="checkbox"/> Columbia County | <input type="checkbox"/> Lee County | <input type="checkbox"/> Searcy County |
| <input type="checkbox"/> Conway County | <input type="checkbox"/> Lincoln County | <input type="checkbox"/> Sebastian County |
| <input checked="" type="checkbox"/> Craighead County | <input type="checkbox"/> Little River County | <input type="checkbox"/> Sevier County |
| <input type="checkbox"/> Crawford County | <input type="checkbox"/> Logan County | <input type="checkbox"/> Sharp County |
| <input checked="" type="checkbox"/> Crittenden County | <input type="checkbox"/> Lonoke County | <input type="checkbox"/> St Francis County |
| <input type="checkbox"/> Cross County | <input type="checkbox"/> Madison County | <input type="checkbox"/> Stone County |
| <input type="checkbox"/> Dallas County | <input type="checkbox"/> Marion County | <input type="checkbox"/> Union County |
| <input type="checkbox"/> Desha County | <input type="checkbox"/> Miller County | <input type="checkbox"/> Van Buren County |
| <input type="checkbox"/> Drew County | <input checked="" type="checkbox"/> Mississippi County | <input type="checkbox"/> Washington County |
| <input type="checkbox"/> Faulkner County | <input type="checkbox"/> Monroe County | <input type="checkbox"/> White County |
| <input type="checkbox"/> Franklin County | <input type="checkbox"/> Montgomery County | <input type="checkbox"/> Woodruff County |
| <input type="checkbox"/> Fulton County | <input type="checkbox"/> Nevada County | <input type="checkbox"/> Yell County |

Which E&T Services are offered by this contractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- Supervised Job Search
- Work Activity
- Work Readiness Training
- Workfare

Annual Number of SNAP E&T Participants to be Served

Are participant reimbursements provided by the Contractor?

- Yes
- No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

Yes

No

CONTRACTOR: GATEWAY ALLIED HEALTH

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

- Consulting
- E&T Services
- Automation/IT
- Marketing
- Other

Will this E&T service be offered statewide?

- Yes
- No

Indicate the counties where the service is offered by this contractor.

- | | | |
|--|---|---|
| <input type="checkbox"/> Arkansas County | <input checked="" type="checkbox"/> Garland County | <input type="checkbox"/> Newton County |
| <input type="checkbox"/> Ashley County | <input type="checkbox"/> Grant County | <input type="checkbox"/> Ouachita County |
| <input type="checkbox"/> Baxter County | <input type="checkbox"/> Greene County | <input checked="" type="checkbox"/> Perry County |
| <input type="checkbox"/> Benton County | <input type="checkbox"/> Hempstead County | <input type="checkbox"/> Phillips County |
| <input type="checkbox"/> Boone County | <input checked="" type="checkbox"/> Hot Spring County | <input type="checkbox"/> Pike County |
| <input type="checkbox"/> Bradley County | <input type="checkbox"/> Howard County | <input type="checkbox"/> Poinsett County |
| <input type="checkbox"/> Calhoun County | <input type="checkbox"/> Independence County | <input type="checkbox"/> Polk County |
| <input type="checkbox"/> Carroll County | <input type="checkbox"/> IZARD County | <input type="checkbox"/> Pope County |
| <input type="checkbox"/> Chicot County | <input type="checkbox"/> Jackson County | <input type="checkbox"/> Prairie County |
| <input type="checkbox"/> Clark County | <input type="checkbox"/> Jefferson County | <input type="checkbox"/> Pulaski County |
| <input type="checkbox"/> Clay County | <input type="checkbox"/> Johnson County | <input type="checkbox"/> Randolph County |
| <input type="checkbox"/> Cleburne County | <input type="checkbox"/> Lafayette County | <input checked="" type="checkbox"/> Saline County |
| <input type="checkbox"/> Cleveland County | <input type="checkbox"/> Lawrence County | <input type="checkbox"/> Scott County |
| <input type="checkbox"/> Columbia County | <input type="checkbox"/> Lee County | <input type="checkbox"/> Searcy County |
| <input type="checkbox"/> Conway County | <input type="checkbox"/> Lincoln County | <input type="checkbox"/> Sebastian County |
| <input type="checkbox"/> Craighead County | <input type="checkbox"/> Little River County | <input type="checkbox"/> Sevier County |
| <input type="checkbox"/> Crawford County | <input type="checkbox"/> Logan County | <input type="checkbox"/> Sharp County |
| <input type="checkbox"/> Crittenden County | <input type="checkbox"/> Lonoke County | <input type="checkbox"/> St Francis County |
| <input type="checkbox"/> Cross County | <input type="checkbox"/> Madison County | <input type="checkbox"/> Stone County |
| <input type="checkbox"/> Dallas County | <input type="checkbox"/> Marion County | <input type="checkbox"/> Union County |
| <input type="checkbox"/> Desha County | <input type="checkbox"/> Miller County | <input type="checkbox"/> Van Buren County |
| <input type="checkbox"/> Drew County | <input type="checkbox"/> Mississippi County | <input type="checkbox"/> Washington County |
| <input type="checkbox"/> Faulkner County | <input type="checkbox"/> Monroe County | <input type="checkbox"/> White County |
| <input type="checkbox"/> Franklin County | <input checked="" type="checkbox"/> Montgomery County | <input type="checkbox"/> Woodruff County |
| <input type="checkbox"/> Fulton County | <input type="checkbox"/> Nevada County | <input checked="" type="checkbox"/> Yell County |

Which E&T Services are offered by this contractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- Supervised Job Search
- Work Activity
- Work Readiness Training
- Workfare

Annual Number of SNAP E&T Participants to be Served

Are participant reimbursements provided by the Contractor?

- Yes
- No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

- Yes
- No

CONTRACTOR: SHORTER COLLEGE

Is this Contractor an Intermediary with subcontractors?

- Yes
- No

Indicate the service type

- Consulting
- E&T Services
- Automation/IT
- Marketing
- Other

Will this E&T service be offered statewide?

- Yes
- No

Indicate the counties where the service is offered by this contractor.

- | | | |
|---|---|--|
| <input type="checkbox"/> Arkansas County | <input type="checkbox"/> Garland County | <input type="checkbox"/> Newton County |
| <input type="checkbox"/> Ashley County | <input type="checkbox"/> Grant County | <input type="checkbox"/> Ouachita County |
| <input type="checkbox"/> Baxter County | <input type="checkbox"/> Greene County | <input checked="" type="checkbox"/> Perry County |
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| <input type="checkbox"/> Calhoun County | <input type="checkbox"/> Independence County | <input type="checkbox"/> Polk County |
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| <input type="checkbox"/> Chicot County | <input type="checkbox"/> Jackson County | <input type="checkbox"/> Prairie County |
| <input type="checkbox"/> Clark County | <input checked="" type="checkbox"/> Jefferson County | <input checked="" type="checkbox"/> Pulaski County |
| <input type="checkbox"/> Clay County | <input type="checkbox"/> Johnson County | <input type="checkbox"/> Randolph County |
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| <input type="checkbox"/> Conway County | <input type="checkbox"/> Lincoln County | <input type="checkbox"/> Sebastian County |
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| <input type="checkbox"/> Crawford County | <input type="checkbox"/> Logan County | <input type="checkbox"/> Sharp County |
| <input type="checkbox"/> Crittenden County | <input checked="" type="checkbox"/> Lonoke County | <input type="checkbox"/> St Francis County |
| <input type="checkbox"/> Cross County | <input type="checkbox"/> Madison County | <input type="checkbox"/> Stone County |
| <input type="checkbox"/> Dallas County | <input type="checkbox"/> Marion County | <input type="checkbox"/> Union County |
| <input type="checkbox"/> Desha County | <input type="checkbox"/> Miller County | <input type="checkbox"/> Van Buren County |
| <input type="checkbox"/> Drew County | <input type="checkbox"/> Mississippi County | <input type="checkbox"/> Washington County |
| <input checked="" type="checkbox"/> Faulkner County | <input type="checkbox"/> Monroe County | <input type="checkbox"/> White County |
| <input type="checkbox"/> Franklin County | <input type="checkbox"/> Montgomery County | <input type="checkbox"/> Woodruff County |
| <input type="checkbox"/> Fulton County | <input type="checkbox"/> Nevada County | <input type="checkbox"/> Yell County |

Which E&T Services are offered by this contractor?

- Basic / Foundational Skills Instruction
- Career / Technical Education Programs or other Vocational Training
- Case Management Services
- English Language Acquisition
- Job Retention
- Job Search Training
- Supervised Job Search
- Work Activity
- Work Readiness Training
- Workfare

Annual Number of SNAP E&T Participants to be Served

Are participant reimbursements provided by the Contractor?

- Yes
- No

Total participant reimbursements costs (inclusive of federal and non-federal shares)

Amount of 100 percent Federal Funds (includes ABAWD Pledge Funds)

Total Amount of 50/50 (or 75/25) Admin Funds (inclusive of federal and non-federal shares)

Will this contract serve members of Indian Tribal Organizations (ITOs) and be reimbursed at 75%?

Yes

No

WBL PROGRAMS OVERVIEW

State agencies must report on each provider that plans to offer a Work-based Learning (WBL) component, whether it is unsubsidized or subsidized by SNAP E&T funds.

OPERATING BUDGET

The regulations at 7 CFR 273.7(c)(6) outline State agencies must include an operating budget for the year. Complete all cost categories, as applicable. Note that the cost categories, outside of the contractual or county administered program line items, apply only to the State agency costs. The calculated values will automatically display upon selecting the Quick Save button.

Direct Program and Admin Costs

	Non-Federal Share	Federal Share	Total
Salary/Wages (State agency only)	\$0.00	\$292,691.11	\$292,691.11

List Full Time Equivalent (FTE) staff positions, percentage of time spent on the project, and average annual salary of each position. Example: E&T Manager - \$60,000 * .50 FTE = \$30,000; 5 E&T Counselors = \$25,000 * 1.00 FTEs * 5 = \$125,000.

Title	Salary	% of time	Total Charged to E&T
SNAP E&T Administrator (Program Eligibility Specialist Expert)	\$67,155.39	100	\$67,155.39 \$67,155.39
SNAP E&T Manager (Program Eligibility Specialist Expert)	\$64,140.15	100	\$64,140.15 \$64,140.15
Policy Development Coordinator (Program Eligibility Specialist II)	\$60,727.87	100	\$60,727.87 \$60,727.87
Program Eligibility Analyst	\$54,743.85	100	\$54,743.85 \$54,743.85
Grant Coordinator	\$45,923.85	100	\$45,923.85 \$45,923.85

	Non-Federal Share	Federal Share	Total
Fringe Benefits	\$0.00	\$109,396.56	\$109,396.56

Explain how fringe benefits are calculated and clearly explain how the amount listed was determined. If charging fringe benefits to the E&T program, provide the approved fringe rates.

<p>To calculate fringe benefits, follow these steps:</p> <ul style="list-style-type: none"> • List all benefits: Identify and total the cost of all fringe benefits provided to the employee. • Add payroll taxes: Include any payroll taxes paid on behalf of the employee. • Calculate the total: Divide the total fringe benefits cost (including payroll taxes) by the employee's annual salary or wages. • Express as a percentage: Multiply the result by 100 to express it as a percentage, which gives you the fringe benefits rate. • This method provides a clear understanding of how fringe benefits are calculated for employees. <p>FICA & Medicare 7.65% Health, Acc, and Life Benefits Insurance \$8,076 per budgeted position Retirement Expense 15.32% Unemployment Compensation 0.10%</p>
--

Worker's Compensation 0.51%
 Combined benefit percentage of 23.58% * \$292,691.11 + Health, Acc, & Life Ins (8076*5) = \$109,396.56

The amount of fringe benefits counted in the E&T budget was provided by Department of Human Services Payroll Division.

	Non-Federal Share	Federal Share	Total
Non-Capital Equipment	\$0.00	\$105,923.73	\$105,923.73

Describe non-capital equipment and supplies to be purchased with E&T funds.

SNAP Works system enhancements including developing dashboards for the new mandatory ABWAD work requirement that will be effective April 1, 2026. In addition the development of a process to show daily referrals to providers, enhance monitoring of providers, creating new task in referral process as well as other system enhancement to improve user experience, participant tracking, and reporting. Budgeting \$93,423.73 for SNAP Works improvements.

FY26 Arkansas SNAP E&T is proposing the above budget to include the purchase new laptops and two oversize 27-inch monitors for the SNAP E&T staff. With the new mandatory requirements and the requirements of the HR1 Bill, more computer access and reliable access is going to be vital moving forward. The amount on the laptops of \$2,500 each will include laptop, docking station and mouse for a total of \$12,500.

	Non-Federal Share	Federal Share	Total
Materials	\$0.00	\$0.00	\$0.00

Describe materials to be purchased with E&T funds.

Arkansas is transitioning to a Mandatory referral system for clients. Provider information will need to be presented to staff around the state to be able to share with clients to ensure proper provider referrals are made. This budget amount would cover any printing or electronic development cost incurred during the FFY26 year in regard to this program enhancement.

	Non-Federal Share	Federal Share	Total
Travel	\$0.00	\$8,000.00	\$8,000.00

Describe the purpose and frequency of staff travel charged to the E&T program. This should not include E&T participant reimbursements for transportation. Include planned staff training and registration costs for training that will be charged to E&T funds.

State management staff are housed across the state in the field and not in central office. This budget would allow the SNAP E&T Administrator (Program Eligibility Specialist Expert) and SNAP E&T Manager (Program Eligibility Specialist Expert) to travel to Little Rock five (5) times per year to meet with central

office staff, conduct staff meetings and provide one-on-one guidance to the central office staff. This expense includes a two-night stay, mileage and meals and a \$3,500 reserve for conference/emergency trips as requested by the upper management. The planned trip total would be estimated at \$8000 for FFY26.

	Non-Federal Share	Federal Share	Total
Building Space	\$0.00	\$31,793.16	\$31,793.16

Explain how building space is calculated and clearly explain how the amount listed above was determined. If charging building space to the E&T program, describe the method used to calculate space value.

Per person monthly * 12 months
 Per Person (Monthly) # of staff Monthly (total) Annual
 Benton \$541.89 1 \$541.89 \$6,502.64
 Boone \$431.68 1 \$431.68 \$5,180.20
 DPS \$558.62 3 \$1,675.86 \$20,110.32
 Total \$2,649.43 \$31,793.16

	Non-Federal Share	Federal Share	Total
Equipment and other capital expenditures	\$0.00	\$0.00	\$0.00

Describe equipment and other capital expenditures over \$5,000 per item that will be charged to E&T funds. (In accordance with 2 CFR 200.407, prior written approval from FNS is required.)

NA

	Non-Federal Share	Federal Share	Total
Subtotal / State Agency Costs Only	\$0.00	\$547,804.56	\$547,804.56
Contractual Costs	\$3,700,393.94	\$3,895,393.94	\$7,595,787.88
County Administered Direct Program Admin Cost	\$0.00	\$0.00	\$0.00
Total Direct Program and Admin Costs	\$3,700,393.94	\$4,443,198.50	\$8,143,592.44

Indirect Costs - Using Indirect Cost Rate

	Non-Federal Share	Federal Share	Total
Indirect Costs	\$0.00	\$0.00	\$0.00

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 contingent agency, upload the approval letter.

No File Uploaded

Indirect Costs - Using Federally Approved Cost Allocation Plan

	Non-Federal Share	Federal Share	Total
Federally Approved Cost Allocated Costs - State agency only	\$0.00	\$161,367.44	\$161,367.44
County Administered Allocated Costs (only applicable to County Administered Programs)	\$0.00	\$0.00	\$0.00
Total Allocated Costs based on Cost Allocation Plan	\$0.00	\$161,367.44	\$161,367.44

In-kind Contribution

	Non-Federal Share	Federal Share	Total
State In-kind Contribution	\$0.00	\$0.00	\$0.00
Total Administrative Costs	\$3,700,393.94	\$4,604,565.94	\$8,304,959.88

Participant Reimbursements

	Non-Federal Share	Federal Share	Total
Dependent Care	\$31,562.00	\$31,562.00	\$63,124.00
Transportation & Other Costs	\$284,058.00	\$284,058.00	\$568,116.00
State Agency Cost for Dependent Care	\$0.00		\$0.00
Total Participant Reimbursements	\$315,620.00	\$315,620.00	\$631,240.00

Total Costs

	Non-Federal Share	Federal Share	Total
Total Cost	\$4,016,013.94	\$4,920,185.94	\$8,936,199.88

FUNDING SOURCES

Fields for the Funding Sources section will populate from other sections, such as the Operating Budget section or annual allocations decided by FNS OET.

The system will provide the States 100 percent allocation as well as the target for the total 50/50 funds, as provided in the annual E&T final allocation memo.

State agencies may enter funds into the field "100 Percent Federal Grant - Additional Funds" for planning purposes. This field must be blank before initial submission. State agencies that wish to request additional 100% funds can do so via the Funding Requests tab. If the request is approved, State agencies will see the approved amount populated in this field, and a new State Plan Amendment must be submitted.

The system utilizes a formula that distributes administrative costs to the various funding sources (i.e. 100 percent Federal, 50 percent Federal Admin and 50 percent Non-Federal Admin.) The formula also establishes a funding hierarchy for the use of all available 100 percent Federal funds. This funding hierarchy will assign the planned administrative expenses against the regular 100 Federal grant first, then depending upon availability, against additional 100 percent funds, able-bodied adults without dependents (ABAWD) pledge funds, if applicable. Any planned costs over the available 100 percent funds will be evenly distributed against the 50 percent Admin funds.

The planned expenses shown for the field "100% Federal Grant" will be inclusive of the formula allocation, as well as any additional Federal funds approved. Fields in the column "Distribution of Planned Expenses" are populated from the planned expenses table. States can use this table to extrapolate figures, but cannot submit the form until 100% of Federal additional funds under the "Allocation or Target" column has been removed.

SNAP Employment and Training Funding Sources

Source Type	Funding Sources	Allocation or Target	Distribution of Planned Expenses	Over/Under Allocation/Target or Over/Under Planned Expenses	Percent of Allocation Planned Use
Federal	100 Percent Federal Grant	\$904,172.00	\$904,172.00	\$0.00	100.00%
Federal	100 Percent Federal Grant - Additional Funds	\$0.00	\$0.00	\$0.00	
Federal	ABAWD Pledge Grant		\$0.00	\$0.00	
Federal	Total - All 100 Percent Funds	\$904,172.00	\$904,172.00	\$0.00	
Federal	50 Percent Administrative		\$3,700,393.94		
Non-Federal	50 Percent Administrative		\$3,700,393.94		
Federal	50 Percent Participant Reimbursements		\$315,620.00		
Non-Federal	50 Percent Participant Reimbursements		\$315,620.00		
Federal	Total 50 Percent Federal Target	\$4,952,569.00	\$4,016,013.94	(\$936,555.06)	
	Total	\$5,856,741.00	\$8,936,199.88		

Total Fiscal Year Plan Funding

Funding Sources	Non-Federal Share	Federal Share	Total
100 Percent Federal Grant		\$904,172.00	\$904,172.00
ABAWD Pledge Grant		\$0.00	\$0.00
50 Percent Administrative	\$3,700,393.94	\$3,700,393.94	\$7,400,787.88
50 Percent Dependent Care	\$31,562.00	\$31,562.00	
50 Percent Transportation/Other	\$284,058.00	\$284,058.00	
50 Percent Total Participant Reimbursements	\$315,620.00	\$315,620.00	\$631,240.00
Total 50 Percent Funds	\$4,016,013.94	\$4,016,013.94	\$8,032,027.88
Total	\$4,016,013.94	\$4,920,185.94	\$8,936,199.88

PLEDGE TO SERVE ALL ABAWDs

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).

Is the State agency pledging to offer qualifying activities to all ABAWDs subject to the criteria under 7 CFR 273.7(d)(3)(i)?

Yes

No