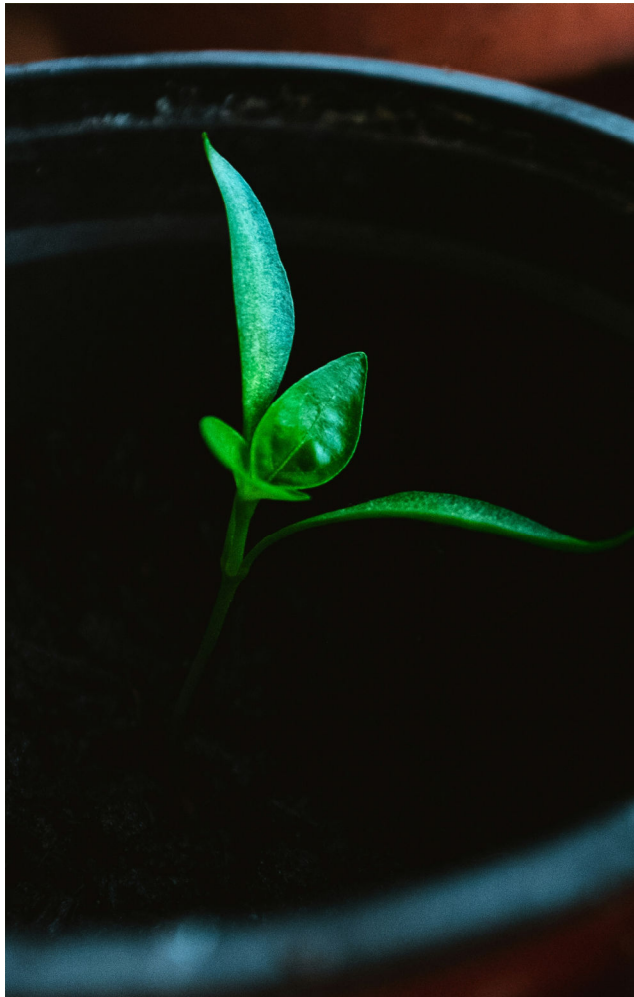

SNAP Work Requirement

BPRO Spring 2024



In this workshop, we will explore some examples of how the Work Requirement can affect a customer's eligibility for SNAP.

We'll review how exemptions are evaluated, how a non-exempt individual can meet the Work Requirement, and how eligibility may be regained after a period of non-receipt of benefits.



Guidance



Work Registration
is found in the
SNAP manual at
Part 8



When evaluating a
client, look at
Work Registration
and any possible
exemptions



If the client is
exempt from Work
Registration, they
are also exempt
from the Work
Requirement



Work Requirement
is found in the
SNAP manual at
Part 15

Evaluate all
individuals in the age
range of
16-59

Evaluate all
individuals in the age
range of
18-52

Evaluation

Age 16-59

Evaluate for **Work Registration Exemption**

Do any of the following apply?

- Age 16-17 not head of HH
- Employment Services Program participant
- Applicant or recipient of VA unemployment
- Participant in a drug or alcohol treatment program
- Parent/Caretaker of child under 6
- Care provider for an incapacitated person
- Employed for 30 hours or more/week
- Employed less than 30 hours/week but earning federal minimum wage x 30 hours
- Mental or physical incapacity
- Eligible student of higher education
- Enrolled in recognized school or training program

If yes, Work Registration Exempt

If no, evaluate for Work Requirement

Evaluating Exemptions in VaCMS

The screenshot displays the VaCMS interface for a case named "Cross, Danielle" (Case #: 113593903). The interface is in read-only mode. The left sidebar shows a navigation menu with "SNAP Work Requirements" highlighted. The main content area is titled "SNAP Work Requirements" and includes a "Client Information" section with the name "Cross, Danielle 36F" and client ID "2104357291". Below this is the "SNAP Work Registration" section, which contains several questions with dropdown menus for answers. The questions and their current answers are:

- Does this individual take care of a child under 6 (Household may only claim one parent for this exemption)? **NO**
- Is this individual caring for a disabled person? **NO**
- Is this individual applying for or receiving unemployment benefits in Virginia? **NO**
- Does the individual participate in a drug or alcoholic treatment or rehabilitation program? **NO**
- * Does the individual work more than or average at least 30 hours per week? **YES**
- Does the individual work less than 30 hours and make the equivalent of the federal minimum wage multiplied by 30 hours per week? **[Empty]**
- Does the individual choose to volunteer for SNAPET? **NO**

Below the registration section is the "SNAP Work Requirement" section, which contains two questions:

- * Has this individual worked/volunteered since he/ she began receiving SNAP benefits? **NO**
- * Has this individual worked/volunteered at least 80 hours in a 30 day period? **NO**

Exemptions in VaCMS: Evaluation Order

Exemption	Exemption Code	Category
Age or School Exemption	E6 - Exempt - exempt from Work Registration	Work Registration
Caretaker of Child Under 6	E6 - Exempt - exempt from Work Registration	
Caretaker for Disabled Individual	E6 - Exempt - exempt from Work Registration	
Unemployment or Employed	E6 - Exempt - exempt from Work Registration	
Disability Exemption	E6 - Exempt - exempt from Work Registration	
Drug or alcohol treatment program	E6 - Exempt - exempt from Work Registration	
Enrolled in VIEW	E2 - Exempt - Active in an approved work program	
Child <18 in HH	E3 - Exempt - Caring for a dependent child under 18	Work Requirement
Working at least 20hrs/week	E1 - Exempt - Working at least 20hrs/week	
Under Age 18 and 53 or older	E8 - Exempt - Under Age 18 and 53 or older	
Mentally or Physically Unfit to work	E5 - Exempt - Medically Certified as unable to work	
Pregnant	E4 - Exempt Pregnant	
Locality Waived from Requirement	E7 - Exempt - Locality Waived from Requirement	
Homeless Individual	EH – Exempt - Homeless Individual	
Individual is Veteran	ET – Exempt - Individual is Veteran	
Age 24 or younger in FC on 18th birthday	EF – Exempt - Individual is aged 24 or younger and in foster care on their 18th birthday	

Guidance Reminder: Work Activities



In order to receive SNAP benefits beyond three months a nonexempt able-bodied household member must:

- Work for cash wages in any amount or for in-kind goods or services for 20 hours or more per week;
- Participate in a DSS employment services program for 20 hours or more per week or the household's benefit amount divided by the federal minimum wage;
- Participate in a non-DSS work program for 20 hours more per week;
- Volunteer for a public or private agency for the number of hours that equals the benefit amount divided by the federal minimum wage; or
- Any combination of these activities.

Let's follow the stories of three individuals in your caseload as we navigate the Work Requirement.

Each of these individuals is a new SNAP applicant living in a SNAP *household of one* living in a non-exempt locality.



Amy has applied for SNAP. She is currently employed as a nursing assistant. She works 25 hours a week and earns \$10.00 an hour.



- Amy's gross pay is \$250 weekly. She earns more than \$217.50 weekly (30 hours/week x \$7.25)
- You answer **YES** to the question:

Does the individual work less than 30 hours and make the equivalent of the federal minimum wage multiplied by 30 hours per week?

YES

- Amy is currently exempt from the Work Requirement with exemption code **E6**. She will not be required to use any time-limited months.
- She is certified with a 12-month certification period and is subject to simplified reporting requirements.
- You explain Work Requirement policy to Amy and provide her with the SNAP *Time Limited Benefits* brochure.

Reginald has applied for SNAP. He volunteers at AmeriCorps State and National (NCSA) 25 hours a week.



- You divide Reginald's monthly allotment by the federal minimum wage and determine that his volunteer hours satisfy the Work Requirement.
- You answer the following question **YES** on the **SNAP Work Requirements** screen:

* Does the individual work 20 hours or more per week and less than 29 hours per week?

YES ▼

- Reginald is currently exempt from the Work Requirement with exemption code **E1**.
- He is certified with a 12-month certification period and is subject to simplified reporting requirements.
- You explain Work Requirement policy and provide Reginald with the SNAP *Time Limited Benefits* brochure.

Guidance Reminder: AmeriCorps



- AmeriCorps is considered a volunteer activity for SNAP purposes.
- The number of hours which count toward the work activity is calculated using the household's allotment divided by the federal minimum wage.
- The number of hours is a monthly number (not weekly) that they must volunteer.
- The customer's AmeriCorps living allowance is not countable as income if the customer is serving with AmeriCorps State and National (NCSA).
- If the customer is serving with AmeriCorps VISTA, the income is countable **if they were not receiving SNAP prior to beginning service.**

Catherine has applied for SNAP. She is currently not working and meets no exemptions for Work Registration or the Work Requirement.



- Catherine will begin using time-limited benefits and will be referred to SNAP E&T.
- The EDG for the month of application will indicate receipt of a **PM** (prorated) month:

Work Participation Status: Voluntary

Exemption Reason: Prorated Month (Prorated month, and not counted)

- The ongoing EDG will indicate the first **Y1** month:

Work Participation Status: Voluntary

Exemption Reason: ABAWDS Provision Applied - Not Exempt - 1st 3 Months

- Catherine is certified with a 6-month certification period.
- You explain Work Requirement policy and provide Catherine with the SNAP *Time Limited Benefits* brochure.



Changes and the Work Requirement

- You must reflect changes that are reported or are discovered for their impact on eligibility and benefit amount.
- Assess the impact on work requirement exemptions effective the month after the month of the change.

Amy reports on her Interim Report that she is now working an average of 20 hours a week. She is still earning \$10 an hour.

- You update the SNAP Work Requirements screen to indicate that she is no longer earning the equivalent of 30 hours x minimum wage.
- You update the following answer to **YES**:

* Does the individual work 20 hours or more per week and less than 29 hours per week?

YES

- Amy is still exempt from the Work Requirement, this time using the exemption code **E1**.



Three months into his certification period, Reginald reports that he is no longer volunteering for AmeriCorps. He has taken a part-time job working 10 hours a week.

- You assess Reginald's circumstances and determine that he is not volunteering, providing in-kind services, or another work activity in addition to his job. He does not earn a minimum of \$217.50/week and does not meet an exemption.
- You update the following answer to **NO**:

* Does the individual work 20 hours or more per week and less than 29 hours per week?

NO

- Reginald will receive his first **Y1** month the following month. After three **Y1** months, his case closes.



At the end of Catherine's 6-month certification period, at her recertification she is still not engaged in a work activity.

- You assess Catherine's circumstances and determine that she is not engaged in a work activity and is not meeting an exemption.
- Her clock reflects the use of three **Y1** months and three **E9** months.
- You complete the recertification and Catherine's SNAP case is closed.





Regaining Eligibility



Regaining Eligibility

Individuals may regain eligibility after they have exhausted their three Y1 months under certain conditions:

- Dependent on changes in circumstances (now meeting an exemption)
- Dependent on work activities



Regaining Eligibility Dependent On Work Activities

Nonexempt individuals denied after being eligible for the initial three-month period of Y1 benefits may regain eligibility only if the individual:

- Works 80 hours or more during a 30-day calendar period; or
- Complies with requirements of work programs in part XV.A for 80 hours or more during a 30-day calendar period.

The regaining activity must have been completed while not receiving SNAP.

The case record must be documented with the number of hours, place and period of employment to show that the required work effort met the 80-hour/30 day requirement.

Reginald has reapplied for SNAP after remaining off benefits for two months. Over the holidays, he worked extra hours at his job which totaled 100 hours in a 30-day period.



- You explore Reginald's circumstances and determine that he does not meet a Work Requirement exemption at this time, which would warrant postponing his use of **Y2** months for later use.
- You document Reginald's reported place of work, hours, and the time period he worked to regain eligibility.
- You answer the following question **YES** on the **SNAP Work Requirements** screen:

* Has this individual worked/volunteered at least 80 hours in a 30 day period?

YES

- He is certified with a 6-month certification period. He will begin using his **Y2** months.

Catherine has reapplied for SNAP. She is currently not working and meets no exemptions for Work Registration or the Work Requirement. She has recently completed a work program operated by the Virginia Community College System (VCCS).



- You determine that the non-DSS work program meets the requirement of 80 hours or more during a 30-day calendar period prior to reapplying for SNAP.
- You document the work activity, hours, and the time period she participated to regain eligibility.
- You answer the following question **YES** on the **SNAP Work Requirements** screen:

* Has this individual worked/volunteered at least 80 hours in a 30 day period?

YES

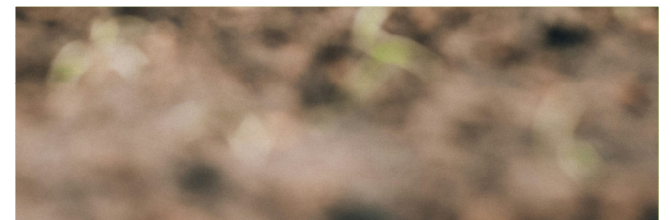
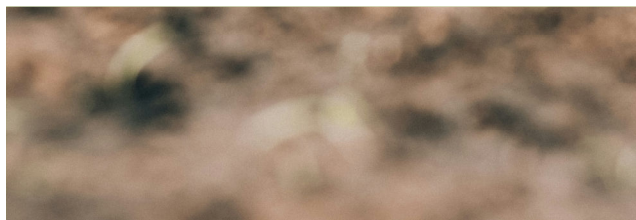
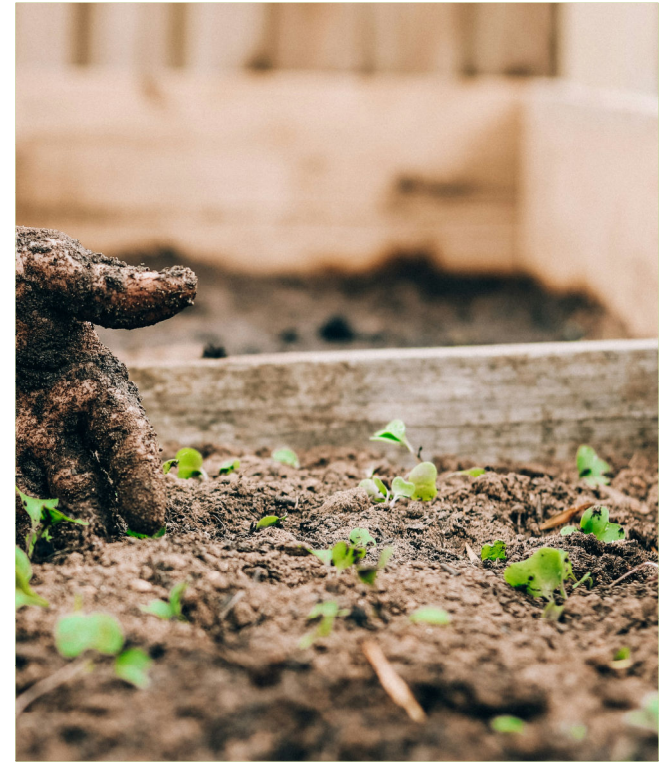
- Catherine is certified with a 6-month certification period. She will begin using her **Y2** months.

Guidance Reminder: Regaining Through Work Programs



- Customers not active in SNAP cannot be enrolled in SNAP E&T; therefore, it cannot be used to regain eligibility.
- Other work programs may be used to regain eligibility if they meet the 80-hour/30-day requirement.
- The customer must have completed this requirement prior to being approved for benefits using their Y2 months.
- If the 80-hour/30-day requirement regaining effort will end after the application filing date, benefits must be prorated from the date eligibility is established.

Additional Examples





Anthony has exhausted his Y1 months. He has started working 20 hours per week **before his certification period ends**. He can be approved and assigned a normal certification period **without having to regain eligibility**.



Patricia has exhausted her Y1 months and her certification period has ended. She has started working 30 hours per week. She is now meeting a Work Registration exemption and is therefore exempt from the Work Requirement. She can be approved **without being evaluated using 80/30 criteria** and will not be required to use any Y2 months.



David has exhausted his Y1 months and his certification period has ended. He has started working 25 hours per week. He has completed 80+ hours over a 30-day period while not receiving SNAP and has therefore regained eligibility. He is continuing to work, so he can be approved and will not be required to use any Y2 months.



Alice has exhausted her Y1 months and was subsequently incarcerated. She worked in an agricultural program at the correctional facility for 80+ hours in a 30-day period. After her release, she has reapplied for SNAP and may be approved using her Y2 months.

Slide 24

- P(0** [@Moore, Monica (VDSS)] Do you think we should add a slide explaining what happens Y2 months are used up.
Powell, Cynthia (VDSS), 2024-03-21T19:01:59.968
- MM0 0** I was thinking about integrating regaining after Y2s but wasn't sure I could sum it up quickly. I feel like we could state that the regaining part is essentially the same but that maintaining is the difference. I think that could work; let me come up with something!
Moore, Monica (VDSS), 2024-03-21T19:04:52.441
- H(1** Typo in first sentence....20 hours or week.
Hamilton, Patrice (VDSS), 2024-03-22T20:01:49.243
- M(1 0** Fixed!
Moore, Monica (VDSS), 2024-03-22T21:00:25.089

Regaining And Maintaining Eligibility

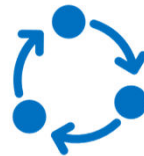
After Y2 months have been exhausted, if no exemption is met, a person must **regain and maintain** eligibility in order to receive benefits again in the 36-month period.

This means:

80/30

Regain eligibility

by working for 80 hours or more within a 30-day period



Maintain eligibility

By continuing that activity

If the activity is not maintained, the person will not be eligible.

There is no limit to the number of times a member may engage in this regaining-maintaining eligibility cycle.

Catherine has reapplied for SNAP after using all of her Y1 and Y2 months in the 36-month period since her clock began.



▶ Benefit Month	▶ Status Code	▶ Status Code Description
07/2023	PM	Prorated Month (Prorated month, and not counted)
08/2023	Y1	ABAWDS Provision Applied - Not Exempt - 1st 3 Months
09/2023	Y1	ABAWDS Provision Applied - Not Exempt - 1st 3 Months
10/2023	Y1	ABAWDS Provision Applied - Not Exempt - 1st 3 Months
11/2023	E9	Special Exemption to allow certification up to 6 months
12/2023	E9	Special Exemption to allow certification up to 6 months
01/2024	NB	No Benefits Received (Tracking only - invalid status code)
02/2024	NB	No Benefits Received (Tracking only - invalid status code)
03/2024	PM	Prorated Month (Prorated month, and not counted)
04/2024	Y2	ABAWDS Provision Applied - Not Exempt - 2nd 3 Months
05/2024	Y2	ABAWDS Provision Applied - Not Exempt - 2nd 3 Months
06/2024	Y2	ABAWDS Provision Applied - Not Exempt - 2nd 3 Months
07/2024	E9	Special Exemption to allow certification up to 6 months
08/2024	E9	Special Exemption to allow certification up to 6 months

Catherine has reapplied for SNAP after using all of her Y1 and Y2 months in the 36-month period since her clock began. She has been working 25 hours a week for the past four months while she was not receiving SNAP.



- You determine that Catherine has worked 80 hours in a 30-day period to **regain** eligibility.
- Catherine is still working, so she is **maintaining** eligibility.
- You answer the following questions **YES** on the **SNAP Work Requirements** screen:

* Has this individual worked/volunteered at least 80 hours in a 30 day period?

YES

* Does the individual work 20 hours or more per week and less than 29 hours per week?

YES

- Catherine is certified with a 12-month certification period. She will be assigned code **E1** and will remain eligible as long as she is meeting the Work Requirement.

Additional Training

COVLC:

VDSS – BPSE2700: SNAP Work Registration and Work Requirement

Fusion (SNAP Training):

A Reenactment of Work Requirement History

Essentials for Smooth Sailing: Work Requirement 2.0

Work Registration vs. Work Requirement

Thank You!

Please contact your Practice Consultant with questions regarding the Work Requirement.

