

Appendix 5: Supplemental Nutrition Assistance Program, Employment and Training (SNAP E&T) and Work Programs Authorized Under Sections 6 (d)(4) and 6 6(o) of the Food and Nutrition Act of 2008

(a) **General Requirements:** The state agency must prepare and submit an **Employment and Training (E&T) Plan** to its appropriate Food and Nutrition Service (FNS) Regional Office. The E&T Plan must be available for public inspection at the state agency headquarters. A State agency may include its plan for the SNAP E&T program in a Combined Plan under WIOA but will require FNS approval prior to implementation and must continue to make a copy of the plan available for public inspection. If a State includes SNAP E&T in a Combined Plan under WIOA, the state agency will detail the following for each year covered by the Combined Plan:

- (1) **The nature of the E&T components the state agency plans to offer and the reasons for such components, including cost information. The methodology for State agency reimbursement for education components must be specifically addressed;**

The LaJET Program is the cooperative employment and training services initiative of three entities, the Local Parish Offices of DCFS, State SNAP Office, and Louisiana Workforce Commission.

The actual services to participants are provided through a contractual agreement with the Louisiana Workforce Commission. In general, the responsibilities are as follows:

- Staff in the local parish DCFS offices identifies LaJET participants.
- On a weekly basis, DCFS notifies the LaJET Service Providers of the SNAP recipients who are to be provided employment and training services.
- Within 15 days of receipt of notification from DCFS, the LaJET Service Provider must schedule an appointment and subsequently assess and place the LaJET referent. Services will be provided as outlined in the components.

Reimbursements to participants must be processed within 30 days of compliance with the component. Reimbursements to participants who fail to comply with LaJET must be processed within 60 days of the date of non-compliance determination. The reimbursable activities include initial appointment for orientation, each day of the component activity in Component A, completion of valid employer contacts for Component B, the exit interview, and completion of the WIOA referral. Participants are reimbursed for each reimbursable activity, limited to the allowable amount set by DCFS.

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Job Search Training with Employer Contacts (Component A) – LaJET

Description of Component: This training component is designed to teach skills leading to behavior modification and foster a positive job search attitude. This component is not an allowable activity for ABAWDs.

Type of Component: Non-work Component

Description of Component Structure: The classroom training, which requires 30 hours per week for two weeks, is designed to impart basic job search techniques and job maintenance habits necessary for favorable employment. The job search training is geared to helping the LaJET participant set goals, acknowledge barriers to employment, accept responsibility for their goals and employment status, and gain the confidence needed to secure and maintain employment. Pre-employment skills training will include an evaluation, resume' development, job application preparation, mock interviews, telephone techniques, job search and job retention techniques, work place ethics and employer's performance requirements, and assistance with identification of available jobs and employers.

The second part of the component requires that each LaJET participant make at least twelve personal job contacts with potential employers. The participant is provided the LaJET Employer Contact Record (LaJET 8) on which to enter appropriate information at the conclusion of each contact with a potential employer. The provider verifies one of the job contacts. Completion of this component occurs when the individual secures a job or completes the job contacts, as well as the exit interview. The provider must notify the local DCFS when an individual fails to comply with the requirements.

Geographic Areas Covered and Local Variations: Caddo, Ouachita, Lafayette, Rapides, and Orleans.

Anticipated Number of Mandatory Participants: Approximately 13,756

Anticipated Number of Volunteer Participants: 0

Targeted Population: Mandatory Work Registrants and Volunteer Participants with a TABE reading level of 4.0. If TABE is 4.0 or above, Job Search and WIOA will be the appropriate component.

Level of Participant Effort: Participants must complete a minimum of 30 hours per week for two weeks of classroom instruction and make 12 job contacts with potential employers, unless a job is secured prior to the twelfth contact. The participant must complete the required job contacts within a three-week period.

Duration: 30 hours per week for two weeks of classroom training, followed by 3 weeks to complete 12 hours of actual job search.

Organizational Responsibilities: The LaJET Service Provider will operate the Job Search Training with Employer Contacts Component.

Cost of Transportation and the Number of Participants Expected to Receive a Reimbursement: Approximately 2,093 participants are expected to satisfactorily participate in activities to receive a transportation reimbursement at a cost of \$60 per participant. ($\$125,580 \text{ Transportation Yearly Budget} \div \$60 \text{ per person} = 2,093 \text{ participants}$).

Cost of Dependent Care and the Number of Participants Expected to Receive a Reimbursement: Approximately 9 participants at a cost of \$200 per participant. ($\$1,800 \text{ Dependent Care Yearly Budget} \div \$200 \text{ per person} = 9 \text{ participants}$)

Cost of the Component per Participant, Excluding Reimbursement: \$92.80 ($\$1,276,614 \text{ allotted to Component A} \div 13,756 \text{ participants} = \$92.80 \text{ per participant}$)

Total Annual Cost of Component Including Reimbursement: Total cost of the component, including reimbursement is \$1,403,994.

Independent Job Search (Component B) – LaJET

Description of Component: Individuals expected to participate in this component are:

- Participants who are ready to seek immediate employment.
- Participants who completed the Job Search Training with Employer Contacts Component (Component A) the immediate prior year, if the individual is not participating in Workforce Investment activities.
- Participants with low literacy as defined by having a TABE reading level of below 4.0.
- Participants who have a part-time job.

The individual will be interviewed by the provider and participate in a one hour Introduction of Job Search session during which pertinent information regarding job search will be disseminated. The individual must make 24 job contacts with potential employers if a job is not secured prior to the 24th contact. The Employer Contact Form (LaJET 8B) is used by the individual to document the job contact. The provider verifies one of the job contacts. Completion of this component occurs when the individual secures a job, or completes the job contacts, as well as the exit interview. The provider must notify the local DCFS when an individual fails to comply with the requirements.

Type of Component: Non-work Component.

Geographic Areas Covered and Variations Among Local Areas: Caddo, Ouachita, Lafayette, Rapides, and Orleans.

Anticipated Number of Mandatory Participants: Approximately 18,235

Anticipated Number of Volunteer Participants: 0

Number of Job Contacts that will be Required Over What Time Period: Participants must make 12 job contacts per month for two months or 24 job contacts in one month with potential employers, unless a job is secured prior to the twenty-fourth contact.

Targeted Population: Mandatory Work Registrants and Volunteer Participants

Organizational Responsibilities: The LaJET Service Provider operates the Independent Job Search Component.

Method of Monitoring Job Contacts: The LaJET Service Provider monitors job contacts by review of the client's employer contact form during an exit interview. The provider contacts one of the employers on the form to verify compliance.

Cost of Transportation and the Number of Participants Expected to Receive a Reimbursement: Approximately 1,004 participants are expected to receive a participant transportation reimbursement at a cost of \$15.00 per participant. ($\$15,060 \text{ Transportation Yearly Budget} \div \$15.00 \text{ per person} = 1,004 \text{ participants}$).

Cost of Dependent Care and the Number of Participants Expected to Receive a Reimbursement: Approximately 1 participant at a cost of \$200 per participant. ($\$200 \text{ Dependent Care Yearly Budget} \div \$200 \text{ per person} = 1 \text{ participant}$)

Cost of the Component per Participant, Excluding Reimbursement: \$23.28 ($\$424,538 \text{ allotted to Component B} \div 18,235 \text{ participants} = \$23.28 \text{ per participant}$)

Total Annual Cost of Component, Including Reimbursement: Total cost of the component, including reimbursement is \$439,798.

Workforce Innovation and Opportunity Act (WIOA) Participation (Component C) - LaJET and ABAWDs

Description of Component: WIOA Participation is a work experience and training component. By federal law, all SNAP recipients are eligible to participate in Workforce Innovation and Opportunity activities. LaJET participants who express an interest in WIOA during their initial assessment with the LaJET service provider will be evaluated and referred to the WIOA Administrative Agency to participate in WIOA activities. If referred for WIOA Participation, the participants must report to the Local Workforce Innovation and Opportunity Act Area (LWIOA) administrative entity or to the designated LWIOA contractor or partner in order to meet compliance with LaJET. Completion of this component by an ABAWD will satisfy the ABAWD work requirement. This component is available for all ABAWDs.

WIOA funds are allocated directly to the LWIOA based on a formula that considers unemployment and the number of economically disadvantaged individuals within the geographic boundaries of the LWIOA. Each LWIOA administrative entity, with advice and input from the local Workforce Investment Boards (WIBs), plans training programs to meet the needs of employers within the local labor market. LWIOA/WIBs have the option of planning any or all of the following:

- On-the-job training
- Institutional training (class-size or individual referral)
- Work experience

- Educational/motivational training
- Special industry-specific training programs

Locally, the LWIOA may operate programs itself, contract with an appropriate local service provider, or work in partnership with local agencies. Local contractors and partners include, but are not limited to, local education agencies, colleges, community-based organizations and private companies. The LWIOA may provide centralized intake and evaluation services at the LWIOA office or contract with outside agencies for these services. Non-financial agreements must be formulated for this component. Completion of this component occurs when the individual's application for Workforce Innovation and Opportunity activities is received and an exit interview is completed. The provider must notify the local DCFS when an individual fails to comply with the requirements.

Type of Component: Work Component

Geographic Areas Covered and Local Variations: Caddo, Ouachita, Lafayette, Rapides, and Orleans.

Anticipated Number of Mandatory Participants: Approximately 276

Anticipated Number of Volunteer Participants: 0

Targeted Population: Mandatory Work Registrants and Volunteer Participants

Level of Participant Effort: The level of effort for participants is a minimum of 24 hours and a maximum of 120 hours.

Organizational Responsibilities: All LaJET Service Providers offer the WIOA Participation Component. The LWIOA may operate programs itself or contract with an appropriate local service provider. Local contractors or partners include but are not limited to local education agencies, colleges, community-based organizations and private companies.

Cost of Transportation and the Number of Participants Expected to Receive a Reimbursement: Approximately 50 participants are expected to receive a participant transportation reimbursement at a cost of \$15.00 per participant. ($\$750 \text{ Transportation Yearly Budget} \div \$15.00 \text{ per person} = 50 \text{ participants}$).

Cost of Dependent Care and the Number of Participants Expected to Receive a Reimbursement: Less than 1 participant is expected to receive a participant dependent care reimbursement.

Cost of the Component per Placement, Excluding Reimbursement: $\$3.62$ ($\$1,000 \text{ allotted to Component C} \div 276 \text{ participants} = \3.62)

Total Annual Cost of Component Including Reimbursement: Total cost of the component, including reimbursement is \$1,750.

Geographic Coverage

The LaJET program will be operated in the following parishes: Caddo, Ouachita, Lafayette, Rapides, and Orleans.

The Louisiana Workforce Commission will provide the employment and training services to all LaJET parishes.

- (2) **An operating budget for the Federal fiscal year with an estimate of the cost of operation for each Federal fiscal year covered by the Combined Plan. Any State agency that requests 50 percent Federal reimbursement for State agency E&T administrative costs, other than for participant reimbursements, must include in its plan, or amendments to its plan, an itemized list of all activities and costs for which those Federal funds will be claimed, including the costs for case management and casework to facilitate the transition from economic dependency to self-sufficiency through work. Costs in excess of the Federal grant will be allowed only with the prior approval of FNS and must be adequately documented to assure that they are necessary, reasonable and properly allocated. A State must submit a plan amendment to request budget adjustments at least 30 days prior to planned implementation;**

OPERATING BUDGET
FISCAL YEAR 2016

Components	State Agency Costs		Contractual Costs	Participant Reimbursement		State Agency Cost for Dependent Care Services	Total
	Salary & Benefits	Other Costs		Dependent Care	Transportation & Other Costs		
Job Search Training/Employer Contact			\$1,276,614	\$1800	\$125,580		\$1,403,994
Independent Job Search			\$ 424,538	\$200	\$15,060		\$439,798
Workforce Innovation and Opportunity Act (WIOA) Participation			\$ 1,000	0	\$750		\$ 1,750
Total Component Costs							\$1,845,542
Overall State Agency E&T Operational Costs							\$ 0.00
Total State E&T Costs							\$1,845,542

(3) The categories and types of individuals the State agency intends to exempt from E&T participation, the estimated percentage of work registrants the State agency plans to exempt, and the frequency with which the State agency plans to reevaluate the validity of its exemptions;

The following persons are exempt from work registration requirements:

- Persons under age 16 or age 60 or older. An individual is subject to the work registration requirement beginning the month after his 16th birthday. An individual becomes exempt from the work registration requirement effective the month of his 60th birthday.
- Persons age 16 or 17 who are not the head of the household or person 16 or 17 attending school, or enrolled in an employment-training program on at least a half-time basis.
- Persons age 18 through 59 enrolled at least half-time in any recognized school, training program, or institution of higher education. Students enrolled at least half-time in an institution of higher education must meet the student eligibility requirements to meet this exemption. A student will remain exempt during normal periods of class attendance, vacation, and recess if he intends to return.
- Parents or other household members personally providing the care of a dependent child under age 6 or an incapacitated person of any age. Verify that the person is needed to care for the incapacitated person.
- Regular participants in drug or alcohol treatment and rehabilitation programs.
- Persons who are temporarily or permanently disabled (physically or mentally).
- A pregnant woman must register unless a doctor's statement verifies incapacity.
- Persons working an average of 30 hours per week or receiving average weekly gross earnings equivalent to 30 multiplied by the federal minimum wage. Migrant and seasonal farm workers under contract or similar agreement with an employer or crew chief to begin work within 30 days are exempt.
- Persons subject to and complying with STEP or have met the minimum work registration requirement through STEP within the past 12 months.
- Persons receiving unemployment compensation benefits (UCB). A person who has applied for but is not yet receiving UCB is also exempt if that person is complying with the work requirements of the Louisiana Workforce Commission.

(4) The characteristics of the population the State agency intends to place in E&T;

Louisiana has a large population of underemployed individuals working less than 30 hours per week who are required to register for work. The average number of SNAP recipients for FFY 2015 was 824,411. Of this number, 124,793 were mandatory work registrants. Statistical information was obtained from the SNAP data files.

(5) The estimated number of volunteers the State agency expects to place in E&T;

DCFS does not expect to place any volunteers in E&T at this time.

(6) The geographic areas covered and not covered by the E&T Plan and why, and the type and location of services to be offered;

The LaJET program will be operated in parishes of Caddo, Ouachita, Lafayette, Rapides, and Orleans. The Louisiana Workforce Commission will provide the employment and training services to the LaJET parishes.

(7) The method the State agency uses to count all work registrants as of the first day of the new fiscal year;

The initial count for October 2015 will be obtained from the State's eligibility system file. Mandatory work registrants are identified by specific work registration codes on the State's eligibility system. Statewide and individual parish totals are available.

(8) The method the State agency uses to report work registrant information on the quarterly Form FNS-583;

- a. Monthly LaJET Activity 10 report (this report captures the ABAWDs (Able bodied adults without dependents) or Non-ABAWDs who participated or completed a LaJET component) is received from each LaJET sub-contractor on or before the 15th of each month.
- b. The information from the LaJET Activity 10 reports submitted each month is compiled into a master LaJET report. This report captures the participant information on a monthly basis and is compiled into a quarterly report. The Department of Children and Family Services LAMI INFOPAC LAMR093 Report- total (total number of work registrants receiving food stamps on October 1st of the new fiscal year) report is printed from the LAMI System and submitted on line #1 on the first quarter FNS 583 form (this information is only submitted on the first quarter). The LAMI INFOPAC Report LAMR09P4 (submitted on the second, third and fourth quarter) is printed monthly and each month that applies to that quarter is entered on line #2 of the FNS 583 form (this information is printed each month and submitted quarterly).
- c. The LaJET Activity 10 report (submitted by the providers), along with the DCFS- Mandatory Work Registrants (INFOPAC report -LAMR09P4-unduplicated count) report, which is accessed through the DCFS LAMI System, is compiled each quarter to be entered into the Food Program Reporting System (FPRS) on the USDA website.
- d. Go to the USDA website enter user ID and password (eAuthentication Login) click on login
- e. You will see Welcome to the Food Programs Reporting System (FPRS) Click on on-line forms
- f. Select program (SNAP) and go to the all forms drop arrow and select FNS 583
- g. New submission is now displayed-click on new and the form will appear.
- h. Transfer the INFOPAC LAMR90P4 Report- Mandatory Work Registrants (unduplicated count) information to line number 2.
- i. Transfer information from the Quarterly LaJET Activity 10 report to the FNS 583 form line number 4

- j. A reminder-only complete line number #1 of the FNS 583 for the first quarter of the new FFY
- k. Item numbers 3 and 5 will capture ABAWD information upon availability
- l. Item numbers 6 and 7 are only completed in the 4th quarter
- m. Ensure the information you transfer is correct before you click to certify
- n. Create a folder for the FNS 583 reports for each FFY, place a copy of the FNS 583 submission form from the USDA site submitted each quarter, the LAJET quarterly LaJET 10 report, and the LAMI INFOPAC report in the file. A file should be maintained for each FFY that contains all 4 quarterly reports.

(9) The method the State agency uses to prevent work registrants from being counted twice within a Federal fiscal year. If the State agency universally work registers all SNAP applicants, this method must specify how the State agency excludes those exempt from work registration under 7 C.F.R. §273.7(b)(1). If the State agency work registers nonexempt participants whenever a new application is submitted, this method must also specify how the State agency excludes those participants who may have already been registered within the past 12 months as specified under 7 C.F.R. §273.7(a)(1)(i);

On the last workday of September each year an analysis program is conducted to identify and count all certified individuals who are mandatory work registrants on that date. In non-LaJET parishes a date is system-generated at this time to distinguish on-going registrants from new registrants added during the fiscal year. In LaJET parishes, ongoing work registrants also have a system-generated date.

If a case is closed but reopened prior to the expiration of the date, program editing disallows the entry of the mandatory work referent code, thereby prohibiting a recipient from being labeled as a mandatory work referent more than once per year. There is, however, a re-referral code that would be appropriate in this situation. The re-referred recipient would appear on the listing sent to the LaJET Service Provider as a re-referral rather than a new mandatory referent.

In summary, there are LaJET date and code columns and work registration date and code columns for each SNAP recipient. LaJET and work registration codes are programmed to coordinate with one another. The LaJET date is the month and year the recipient is coded as a mandatory referent. The work registration date is one year greater than the LaJET date.

(10) 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. FNS is specifically concerned that the lines of communication be efficient and that noncompliance by the participant be reported to the certification unit within 10 working days after the noncompliance occurs;

Program Coordination

Mandatory work registrants will be screened at application and during recertification or every twelve months, whichever is later. During clearance of the work registration status, the eligibility worker will screen individuals to determine their LaJET status. The eligibility worker will provide each registrant a written explanation of the work requirements through the mail. Mandatory work registrants will be identified on the State's eligibility system by a special code. LaJET volunteers will also be identified. Information obtained during the work registration screening process will be entered on the State's eligibility system as work registrant household members are certified or recertified.

The eligibility worker at the local DCFS office in the designated LaJET Program parishes will be responsible for screening all mandatory work registrants by identifying the work registrant and/or volunteers who are to participate in E&T. The eligibility worker will also be responsible for all referral activities related to the LaJET Program. Referrals are entered on the State's eligibility system for mandatory LaJET participants and volunteers. From this information, a weekly Super Referral Report of LaJET referents will be sent to the LaJET Service Provider.

E&T Component Assignment

The LaJET Service Provider must schedule an appointment, and subsequently assess the LaJET referent within 15 calendar days after receipt of the Super Referral Report.

Monitoring Compliance with Component Requirements

The LaJET Service Provider will monitor participant compliance throughout the duration of the component. Monitoring of participant compliance includes: the LaJet Service Providers tracking participant activities through completion, telephone calls, observation of in-house component activities, and component exit interviews.

The DCFS Regional Program Consultants will also perform compliance monitoring semi-annually in the local DCFS parish office and LaJET office in addition to conducting reviews of E&T and ABAWD during the Management Evaluation Review. The DCFS Contract Section will monitor the LaJET contract to ensure that the LaJET Service Provider is in compliance with program policy and procedures and fiscal requirements outlined in the contract. This monitoring will be conducted at least on an annual basis and will include reviewing program and fiscal records, LWC's monthly invoices and participant reimbursements made to SNAP clients.

The LaJet SP determines if the reason for the participant's failure to comply is considered an excused absence. LaJet provider must take into account the facts and circumstances to determine if the absence is excused.

Conciliation:

- Is an attempt to reach a resolution of the participant's failure to comply with the employment and training requirements prior to initiation of a sanction.
- Must be initiated by the LaJET Service Provider the day following the date the individual fails to comply.
- Cannot exceed 30 days and may end sooner if the participant refuses to cooperate in the process.
- Is considered successful when the participant performs a verifiable act of compliance or good cause is established.
- Is available to all E&T participants, including ABAWDS.

Preparation of the Notice of Adverse Action

If the participant does not comply during the conciliation process and good cause is not established, the LaJET Service Provider (SP) will notify the local DCFS of the participant's non-compliance via the LaJET Provider to Parish Communication Form, (LaJET 2). The form must be sent within 2 days of the determination of non-compliance. Upon receipt of notification from the LaJET Service Provider of failure to comply, the worker will mail a Notice of Adverse Action within 5 days proposing disqualification of the mandatory LaJET participant or the household, as appropriate.

Determination of Good Cause

Based on the information that is reported by the LaJET provider on the Provider to Parish Communication Form (LaJET 2) regarding the reason for non-compliance, the eligibility worker will determine whether the individual had good cause for failure to comply. DCFS will also include information submitted by the household in determining whether or not good cause exists.

Sanctioning Resulting From Noncompliance With the E&T Program Requirements

Mandatory work registrants are individuals who are not exempt from SNAP work requirements and are ineligible if they fail to meet the work registration requirements without good cause. Any household member may assist a mandatory work registrant with creating a Helping Individuals Reach Employment (HiRE) account to register for work.

Length of sanction:

- First violation – the individual will be ineligible for 3 months or until compliance, whichever is later.
- Second and subsequent violations – the individual will be ineligible for six months or until compliance, whichever is later.

If the individual who does not comply is the head of the household, the entire household is ineligible for the duration of the sanction.

Notifications of failure to comply with E&T requirements from the LaJET Service Provider are documented in the case and reported to the Department of Children and Family Services on a monthly basis.

(11) The relationship between the state agency and other organizations it plans to coordinate with for the provision of services, including organizations in the Statewide workforce development system, if available. Copies of contracts must be available for inspection;

The LaJET Program is the cooperative employment and training services initiative of three entities, the Local Parish Offices of DCFS, State SNAP Office and Louisiana Workforce Commission.

The actual services to participants are provided through a contractual agreement with the Louisiana Workforce Commission. In general, the responsibilities are as follows:

- Staff in the local parish DCFS offices identifies LaJET participants.
- On a weekly basis, DCFS notifies the LaJET Service Providers of the SNAP recipients who are to be provided employment and training services.
- Within 15 days of receipt of notification from DCFS, the LaJET Service Provider must schedule an appointment and subsequently assess and place the LaJET referent. Services will be provided as outlined in the components.

(12) The availability, if appropriate, of E&T programs for Indians living on reservations after the state agency has consulted in good faith with appropriate tribal organizations;

N/A

(13) If a conciliation process is planned, the procedures that will be used when an individual fails to comply with an E&T program requirement. Include the length of the conciliation period; and

If the participant fails to comply with the first appointment letter, the provider sends the Conciliation Notice, (LaJET 6C) to the participant advising the participant that he must complete the conciliation process and come to the LaJET office by a certain date for a face-to-face interview. The interview must be held within 20 days of the first appointment date. The Conciliation Notice (LaJET 6C) must be mailed no later than the day after the failure to comply.

If the client contacts the LaJET Service Provider and the absence is not excused, but the participant agrees to comply, or has an excused absence, the LaJET Service Provider will schedule another appointment. This appointment must be held within the 20-day time period. The LaJET Service Provider may confirm this appointment with the LaJET 7 (second appointment letter).

(14) The payment rates for child care established in accordance with the Child Care and Development Block Grant provisions of 45 CFR 98.43, and based on local market rate surveys.

The state maximum child care payments allowable to providers are as follows:

PROVIDER TYPE	REGULAR CARE	REGULAR CARE INFANTS/TODDLERS	SPECIAL NEEDS CARE INCENTIVE	SPECIAL NEEDS CARE INCENTIVE INFANTS/TODDLERS
Class A	\$17.50	\$18.50	\$21.65	\$22.65
Class E	\$15.00	\$16.00	\$18.50	\$19.50
Class M	\$17.50	\$18.50	\$21.65	\$22.65
Class R	\$15.00	\$16.00	\$18.50	\$19.50
Class U	\$14.50	\$15.50	\$17.90	\$18.90

(15) The combined (federal/state) state agency reimbursement rate for transportation costs and other expenses reasonably necessary and directly related to participation incurred by E&T participants. If the state agency proposes to provide different reimbursement amounts to account for varying levels of expenses, for instance for greater or lesser costs of transportation in different areas of the state, it must include them here.

The LaJET Service Provider will reimburse the participant up to a maximum of \$60.00 per participant, or \$5.00 per activity, for allowable transportation expenses as a result of their participation in the designated component in the LaJET Program. Components A, B, and C will reimburse participants for expenses incurred as a result of their participation in the assessment process, the orientation, and the exit interview. Component A will also reimburse expenses resulting from attending required daily classes, Component B for completion of 24 job contacts for independent job search, and Component C for completion of the WIOA referral process.

(16) Information about expenses the state agency proposes to reimburse. FNS must be afforded the opportunity to review and comment on the proposed reimbursements before they are implemented.

We anticipate that \$143,396 (state/federal funds) will be used to reimburse LaJET participants for transportation and dependent care. State funds in the amount of \$71,698 have been appropriated for this purpose.

(b) Able-bodied Adults without Dependents (ABAWD): A state agency interested in receiving additional funding for serving able-bodied adults without dependents (ABAWDs) subject to the 3-month time limit, in accordance with 7 C.F.R. §273.7(d)(3), must include the following for each Federal fiscal year covered by the Combined Plan under WIOA:

(1) Its pledge to offer a qualifying activity to all at-risk ABAWD applicants and recipients;

- (2) **Estimated costs of fulfilling its pledge;**
- (3) **A description of management controls in place to meet pledge requirements;**
- (4) **A discussion of its capacity and ability to serve at-risk ABAWDs;**
- (5) **Information about the size and special needs of its ABAWD population; and**
- (6) **Information about the education, training, and workfare components it will offer to meet the ABAWD work requirement.**

The current approved E&T State Plan includes ABAWDs; however, Louisiana has an approved ABAWD Waiver effective, December 1, 2015. Louisiana is in the process of amending the E&T State Plan.

(c) **Optional Workfare: State agencies or other political subdivisions must describe in detail in the plan how the political subdivision, working with the state agency and any other cooperating agencies that may be involved in the program, will fulfill the provisions of 7 C.F.R. §273.7(m). If a state opts to operate an optional workfare program or modify an existing optional workfare program, through a Combined Plan under WIOA, it must provide the following:**

- (1) **State agencies or political subdivisions submitting a workfare plan must submit with the plan an operating budget covering the period from the initiation of the workfare program's implementation schedule to the close of the federal fiscal year for each year covered by the Combined Plan. In addition, an estimate of the cost for one full year of operation must be submitted together with the workfare plan for each Federal fiscal year covered by the Combined Plan.**
- (2) **If workfare plans are submitted by more than one political subdivision, each representing the same population (such as a city within a county), FNS will determine which political subdivision will have its plan approved. Under no circumstances will a SNAP recipient be subject to more than one SNAP workfare program. If a political subdivision chooses to operate a workfare program and represents a population which is already, at least in part, subject to a SNAP workfare program administered by another political subdivision, it must establish in its workfare plan how SNAP recipients will not be subject to more than one SNAP workfare program.**

N/A. DCFS does not have workfare.

(d) **Voluntary Workfare: State agencies and political subdivisions may operate workfare programs whereby participation by SNAP recipients is voluntary. In such a program, the penalties for failure to comply, as provided in 7 C.F.R. §273.7(f), will not apply for noncompliance. The amount of hours to be worked will be negotiated between the household and the operating agency, though not to exceed the limits provided under 7 C.F.R. §273.7(m)(5)(ii). In addition, all protections provided under 7 C.F.R.**

§273.7(m)(6)(i) shall continue to apply. Those state agencies and political subdivisions choosing to operate such a program shall indicate in their workfare plan how their staffing will adapt to anticipated and unanticipated levels of participation for each federal fiscal year covered by the Combined Plan under WIOA. FNS will not approve plans which do not show that the benefits of the workfare program, in terms of hours worked by participants and reduced SNAP allotments due to successful job attainment, are expected to exceed the costs of such a program. In addition, if FNS finds that an approved voluntary program does not meet this criterion, FNS reserves the right to withdraw approval.

N/A. DCFS does not have workfare.

- (e) **Comparable Workfare:** The state agency or political subdivision must provide a description of its program, including a methodology for ensuring compliance with 7 C.F.R §273.7(m)(9)(ii) for each Federal fiscal year covered by the Combined Plan under WIOA.
- (f) **Process:** The state agency must submit amendments to the SNAP E&T segment of the Combined Plan for FNS approval at least 30 days prior to the planned implementation in order to receive federal SNAP E&T funding for the activities not covered by the approved Combined Plan.
- (g) **Plan Modifications:** If FNS determines that the performance of a state agency with respect to employment and training outcomes is inadequate, FNS may require the state agency to make modifications to the state E&T plan to improve the outcomes.

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