

THIS LETTER APPLIES TO THE FOLLOWING COUNTIES ONLY:

Alleghany	Anson	Ashe	Avery
Chatham	Cherokee	Chowan	Clay
Dare	Davie	Duplin	Hoke
Jackson	Madison	Martin	Montgomery
Pender	Person	Randolph	Stokes
Transylvania	Vance	Washington	Yadkin
Yancey			

DSS ADMINISTRATIVE LETTER NO. FOOD ASSISTANCE AND ENERGY PROGRAMS 2-2007, Elimination of Food Stamp Employment and Training (E&T) Requirements (June 1, 2007)

(Food Stamps)

TO: County Directors of Social Services

ATTENTION: Food Stamp Supervisors

DATE: June 1, 2007

SUBJECT: Elimination of Food Stamp Employment and Training (E&T) Requirements

EFFECTIVE: **Immediately**

I. GENERAL INFORMATION

On June 30, 2007, contracts between the Division and Employment Security Commission and the Community College system ends in the above listed counties.

Effective July 1, 2007, the Food Stamp E&T Program will be modified in the counties identified to provide more effective and efficient services to the individuals served.

The purpose of this letter is to outline the procedures for implementing this change.

II. POLICY PROCEDURES

Although there will no longer be a work program in the above listed counties, individuals subject to work requirements are not exempt from work registration. Work registration for both non-ABAWDs and ABAWDs will be accomplished by entering the appropriate work registration code in field 80 E of the DSS-8590. Enter code Z in field 80-K to track the ABAWD.

Mandatory work registrants continue to be subject to voluntary reduction in hours, voluntary quit and/or the ABAWD provisions found in Section 243 and Section 245 of the Food Stamp Certification Manual.

III. CLOSE OUT DEADLINES AND PROCEDURES

Close-out deadlines and procedures have been developed and must be used when referring E&T participants to the Employment Security Commission and Community Colleges. Coordinate these dates and procedures with your partners to effect a smooth and efficient transition.

May 11, 2007: Last day for DSS to complete a NCSES/CS-2625 requesting a cure for an individual in non-compliance due to not participating in an HRD class or not providing a four-week work search. CC or ESC must receive the NCSES/CS-2625 no later than May 14, 2007. This date allows the individual to reschedule, if necessary, complete the activity, and provide attendance sheets or job contacts to CC or ESC on or before June 29, 2007.

May 25, 2007: Last day for CC or ESC to assign a participant to a new four-week HRD class or work search. This date allows the individual to reschedule, if necessary, complete the activity, and provide attendance sheets or job contacts to CC or ESC on or before June 29, 2007.

After May 25, 2007: Individuals will be assigned to the Orientation/IRA (O/IRA) workshop and/or the ESC assessment interview. This date allows the individual to reschedule, if necessary, and complete the activity with CC or ESC on or before June 29, 2007.

June 1, 2007: Last day for DSS to complete a NCSES/CS-2625 requesting a cure for an individual in non-compliance due to not attending the O/IRA workshop or the ESC assessment interview. Last day for DSS to complete a NCSES/CS-2624 referring an individual to CS O/IRA workshop or ESC assessment. The CC or ESC must receive the NCSES/CS-2625 or NCSES/CS-2624 no later than June 4, 2007. This date allows the individual to reschedule, if necessary, and complete the activity with CC or ESC on or before June 29, 2007.

June 29, 2007: Last day for participants to complete O/IRA workshop or the ESC assessment interview. Last day for participants to complete four week CS HRD classes or E&T work searches AND provide attendance sheets or job contacts to CC or ESC.

July 9, 2007: Last day for CC and ESC to complete vouchers. DSS must receive the voucher no later than July 16, 2007. Remember, vouchers must be completed within five (5) workdays of the date the participant provides attendance sheets or job contacts to the CC or ESC.

NOTE: All E&T participants may enroll at any time as a private citizen HRD student at the CC and utilize all other employment assistance services provided at the ESC, but these activities are not eligible for reimbursement as a Food Stamp E&T participant.

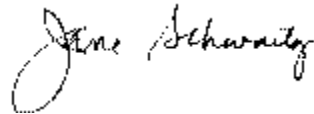
IV. IMPLEMENTATION INSTRUCTIONS

This change is effective with each application, change in situation, or recertification taken or processed on or after July 1, 2007 in the above listed counties. This includes actions pending in June that will be effective July 1.

Add back to the FSU at the next action individuals who reside in a county that no longer has E&T that are disqualified for failure to comply with E&T, if otherwise eligible. The individual does not have to serve the minimum disqualification penalty.

If you have any questions, please contact your Food Assistance and Energy Programs Representative.

Sincerely,

A handwritten signature in cursive script that reads "Jane Schwartz".

Jane Schwartz, Chief

Economic Services Section

JS/dp