

# Contents

- A. Cover Page and Authorized Signatures.....6**
- B. Amendment Log .....7**
- C. Acronyms.....10**
- D. Assurances .....11**
- E. State E&T Program, Operations, and Policy .....13**
  - I. Summary of E&T Program..... 13
  - II. Program Changes..... 16
  - III. Consultation and Coordination with the Workforce Development System ..... 16
  - IV. Consultation with Indian Tribal Organizations (ITOs) ..... 25
  - V. Utilization of State Options..... 26
  - VI. Characteristics of Individuals Served by E&T..... 27
  - VII. Organizational Relationships ..... 28
  - VIII. Screening for Work Registration ..... 32
  - IX. Screening for Referral to E&T ..... 34
  - X. Referral to E&T ..... 37
  - XI. Assessment..... 40
  - XII. Case Management Services ..... 41
  - XIII. Conciliation Process (if applicable) ..... 45
  - XIV. Disqualification Policy for General Work Requirements ..... 46
  - XV. Good Cause ..... 47
  - XVI. Provider Determinations ..... 50
  - XVII. Participant Reimbursements..... 52
  - XVIII. Work Registrant Data ..... 56
  - XIX. Outcome Reporting Measures ..... 60
- F. Pledge to Serve All At-Risk ABAWDs (if applicable) .....66**
- G. Component Detail.....75**
  - I. Non-Education, Non-Work Components ..... 75
  - II. Educational Programs ..... 86
  - III. Work Experience (WE) ..... 97
- H. Estimated Participant Levels .....118**

**I. Contracts/Partnerships** ..... 118  
**J. Budget Narrative and Justification** ..... 125

**Tables**

Table B.I. Amendment Log.....7  
 Table C.I. Acronyms .....10  
 Table D.I. Assurances .....11  
 Table D.II. Additional Assurances.....12  
 Table E.I. Estimates of Participant Reimbursements .....52  
 Table E.II. Participant Reimbursement Details .....53  
 Table E.III. National Reporting Measures.....60  
 Table E.IV. Component Outcome Measures.....63  
 Table F.I. Pledge Assurances .....68  
 Table F.II. Information about the size of the ABAWD population .....72  
 Table F.III. Available Qualifying Activities.....74  
 Table F.IV. Estimated cost to fulfill the pledge .....74  
 Table G.I. Non-Education, Non-Work Component Details: Supervised Job Search .....77  
 Table G.II. Non-Education, Non-Work Component Details: Job Search Training .....80  
 Table G.III. Non-Education, Non-Work Component Details: Job Retention.....83  
 Table G.IV. Non-Education, Non-Work Component Details: Self-Employment Training .....84  
 Table G.V. Non-Education, Non-Work Component Details: Workfare .....85  
 Table G.VI. Educational Program Details: Basic/Foundational Skills Instruction.....87  
 Table G.VII. Educational Program Details: Career/Technical Education Programs or other Vocational Training .....89  
 Table G.VIII. Educational Program Details: English Language Acquisition.....93  
 Table G.IX. Educational Program Details: Integrated Education and Training/Bridge Programs .....93  
 Table G.X. Educational Program Details: Work Readiness Training .....95  
 Table G.XI. Educational Program Details: Other .....95  
 Table G.XII. Work Experience: Work Activity .....99  
 Table G.XIII. Work Experience: Internship .....100  
 Table G.XIV. Work Experience: Pre-Apprenticeship.....103  
 Table G.XV. Work Experience: Apprenticeship .....105  
 Table G.XVI. Work Experience: On-the-Job Training .....108  
 Table G.XVII. Work Experience: Transitional Jobs .....110  
 Table G.XVIII. Work Experience: Work-based learning - Other .....110  
 Table G.XIX. Subsidized Work Experience: Internship – Subsidized by E&T .....113  
 Table G.XX. Subsidized Work Experience: Pre-Apprenticeship– Subsidized by E&T .....113  
 Table G.XXI. Subsidized Work Experience: Apprenticeship – Subsidized by E&T.....115  
 Table G.XXII. Subsidized Work Experience: Transitional Jobs – Subsidized by E&T .....115  
 Table G.XXIII. Subsidized Work Experience: Work-based learning - Other - Subsidized by E&T.....117  
 Table I.I. Contractor/Partner Details.....118  
 Table I.II. Contractor/Partner Details.....123  
 Table I.III. Contractor/Partner Details.....123

Texas FFY 23 SNAP E&T State Plan

Table I.IV. Contractor/Partner Details.....124  
Table I.V. Contractor/Partner Details.....124  
Table J.I. Direct Costs.....125

## A. Cover Page and Authorized Signatures

State: Texas

State Agency Name: Texas Health and Human Services Commission

Federal FY: 2023

Date Submitted to FNS (revise to reflect subsequent amendments): February 23, 2023

**List State agency personnel who should be contacted with questions about the E&T State plan.**

Name	Title	Phone	Email
Aisha Crawford	Director, Access and Eligibility Services Program Policy	512-206-5320	<a href="mailto:Aisha.crawford@hhs.texas.gov">Aisha.crawford@hhs.texas.gov</a>
Hilary Davis	Deputy Associate Commissioner, Access and Eligibility Services Program Policy	512-206-5556	<a href="mailto:Hilary.davis@hhs.texas.gov">Hilary.davis@hhs.texas.gov</a>

**Certified By:**



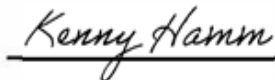
---

Wayne Salter  
Deputy Executive Commissioner  
Access and Eligibility Services

08/26/2022

Date

**Certified By:**



---

Kenny Hamm  
Finance Operations Director  
Office of Administration  
Access and Eligibility Services

8/29/2022

Date

## B. Amendment Log

In accordance with 7 CFR 273.7(c)(8), State agencies must submit plan revisions to the appropriate FNS Regional office for approval if it plans to make a significant change. For a complete list of situations requiring an amendment to the E&T State plan, see Plan Modifications in the E&T State Plan Handbook. The State agency must submit the proposed changes for approval at least 30 days prior to the planned implementation.

Please use the log below to document the submission of an amended plan. A single line in the log should capture each time a plan is amended and resubmitted, not each individual amendment throughout the plan. To expedite the review process for amendment changes, please highlight areas where text has been added or changed. After FNS approval of amendment changes, highlighting must be removed and a clean, updated plan submitted to FNS.

**Table B.I. Amendment Log**

<b>Amendment Number</b>	<b>Brief description of changes or purpose for amendment (If amendment includes budget changes, include in description)</b>	<b>Sections of Plan Changed (Highlight areas of plan with changes)</b>	<b>Date submitted to FNS</b>	<b>Date approved by FNS</b>
1	Updates made to State Plan based on FNS comments.	Section E- State Program, Operations and Policy	Sept. 29, 2022	
1		Section F- Pledge to Serve All At-Risk ABAWDs		
1		Section G- E&T Component Details		
1		Section J- Budget Narrative and Justification		

Texas FFY 23 SNAP E&T State Plan

2	Updates made to State Plan based on FNS comments.	Section E- State Program, Operations and Policy	Oct. 19, 2022	
2		Section G- E&T Component Details		

Texas FFY 23 SNAP E&T State Plan

Amendment Number	Brief description of changes or purpose for amendment (If amendment includes budget changes, include in description)	Sections of Plan Changed (Highlight areas of plan with changes)	Date submitted to FNS	Date approved by FNS
		Section J- Budget Narrative and Justification		
3	Updates made to State Plan based on FNS comments.	Section E- State Program, Operations and Policy  Section G- E&T Component Details  Section I- Contracts and Partnerships	Jan. 17, 2023	
4	Updates made to State Plan based on comments	Section E- State Program, Operations and Policy	Feb. 22, 2023	

## C. 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.*

Below is a list of common acronyms utilized within this plan. Please delete acronyms that do not apply and add additional acronyms in alphabetical order.

**Table C.I. Acronyms**

Acronym	Acronym Definition
ABAWD	Able-Bodied Adult without Dependents
E&T	Employment and Training
FY	Fiscal Year
FNS	Food and Nutrition Service
GA	General Assistance
ITO	Indian Tribal Organization
SNAP	Supplemental Nutrition Assistance Program
TANF	Temporary Assistance for Needy Families
USDA	United States Department of Agriculture
WIOA	Workforce Innovation and Opportunity Act
AEL	Adult Education and Literacy
AIA	Agriculture Improvement Act of 2018
BCY	Board Contract Year
Board	Local Workforce Development Board
BSU	Business Service Unit
HHSC	Texas Health and Human Services Commission
IAC	Interagency Contract
General Population	Non-ABAWDs
TAA	Trade Adjustment Assistance
TIERS	Texas Integrated Eligibility Redesign System
TPR	Third-Party Reimbursement
TWIST	The Workforce Information System of Texas
UI	Unemployment Insurance



## D. Assurances

By signing on the cover page of this document and checking the boxes below, the State agency Director (or Commissioner) and financial representative certify that the below assurances are met.

**Table D.I. Assurances**

<b>Check the box to indicate you have read and understand each statement.</b>	<b>Check Box</b>
I. The State agency is accountable for the content of the E&T State plan and will provide oversight of any sub-grantees. (7 CFR 273.7(c)(4) and 7 CFR 273.7(c)(6))	<input checked="" type="checkbox"/>
II. The State agency is fiscally responsible for E&T activities funded under the plan and is liable for repayment of unallowable costs. (7 CFR 271.4, 7 CFR 276.2, and 7 CFR 277.16)	<input checked="" type="checkbox"/>
III. State education costs will not be supplanted with Federal E&T funds. (7 CFR 273.7(d)(1)(ii)(C))	<input checked="" type="checkbox"/>
IV. Cash or in-kind donations from other non-Federal sources have not been claimed or used as a match or reimbursement under any other Federal program. (7 CFR 277.4(d)(2))	<input checked="" type="checkbox"/>
V. Documentation of State agency costs, payments, and donations for approved E&T activities are maintained by the State agency and available for USDA review and audit. (7 CFR 277.17)	<input checked="" type="checkbox"/>
VI. Contracts are procured through appropriate procedures governed by State procurement regulations. (7 CFR 277.14)	<input checked="" type="checkbox"/>
VII. Program activities are conducted in compliance with all applicable Federal laws, rules, and regulations including Civil Rights and OMB regulations governing cost issues. (7 CFR parts 271, 272, 273, 274, 275, 276, 277, 281, and 282)	<input checked="" type="checkbox"/>
VIII. E&T education activities directly enhance the employability of the participants; there is a direct link between the education activities and job-readiness. (7 CFR 273.7(e)(2)(vi))	<input checked="" type="checkbox"/>
IX. Program activities and expenses are reasonable and necessary to accomplish the goals and objectives of SNAP E&T. (7 CFR 277.4(d)(3))	<input checked="" type="checkbox"/>

**Table D.II. Additional Assurances**

<p><b>The following assurances are only applicable to State agencies with the situations described below. If the condition applies, check the box to indicate you have read and understand each statement.</b></p>	<p><b>Check Box</b></p>
<p>I. If in-kind goods and services are part of the budget, only public in-kind services are included. No private in-kind goods or services are claimed. (7 CFR 277.4(d) and (e))</p>	<p><input type="checkbox"/></p>
<p>II. The E&amp;T Program is implemented in a manner that is responsive to the special needs of Indian Tribal members on Reservations. The State agency shall consult on an ongoing basis about portions of the E&amp;T State Plan which affect them; submit for comment all portions of the E&amp;T State Plan that affect the Indian Tribal Organization (ITO); if appropriate and to the extent practicable, include ITO suggestions in the E&amp;T State plan. (For States with Indian Reservations only.) (7 CFR 272.2(b)(2) and 7 CFR 272.2(e)(7))</p>	<p><input checked="" type="checkbox"/></p>

## E. State E&T Program, Operations, and Policy

### I. Summary of E&T 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: 1) increase the ability of SNAP participants to obtain regular employment; and 2) meet State or local workforce needs.**

Mission: The SNAP E&T program in Texas promotes long-term self-sufficiency and independence by preparing SNAP recipients for employment through work-related education and training activities. Health and Human Services Commission's (HHSC) mission is to connect people with services and supports. Texas Workforce Commission's (TWC) mission is to promote and support a workforce system that creates value and offers employers, individuals, and communities the opportunity to achieve and sustain economic prosperity.

1) Texas' work-first service delivery model allows SNAP participants to test the labor market through job search, including workfare job search, with the focus on reaching their employment goals at the earliest opportunity. To help participants reach their employment goals and employers to fill jobs with increasingly integrated technology, TWC promotes services and provides skills enhancement, work experience, and training opportunities to SNAP E&T participants. Additionally, providing SNAP recipients with opportunities for training and skills development helps them improve employment outcomes, retain jobs, and achieve long-term self-sufficiency.

In addition to making all E&T components available to all participants, Texas made the decision in Federal Fiscal Year (FFY) 2022 to broaden the work experience component in order to include some of the new allowable activities. This gives Boards the flexibility to work with employers or training providers to create new work experience opportunities such as internships, pre-apprenticeships, apprenticeships, and on-the-job trainings (OJT).

2) In-demand and emerging industries vary by Boards' local workforce development area (workforce area). Through a planning process, Boards identify demand and target occupations. TWC publishes the target occupations, which can be found at <https://twc.texas.gov/partners/target-occupations>.

As Texas broadens its components, Boards will use in-demand and emerging industries to prioritize training and work experience opportunities made available to participants in each workforce area.

Mini-Simplified SNAP: Texas will continue operating a mini-simplified SNAP for FFY 23. This will allow TANF recipients participating in TANF work experience or community service programs to have the value of their SNAP benefits combined with the value of their TANF benefits. The policy allows TWC to deem a family as meeting its participation requirement based on the maximum hours allowed under the minimum wage requirements of the Fair Labor Standards Act. On average, there are about 10 recipients monthly that have the value of their SNAP benefits combined with the value of their TANF benefits.

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

The SNAP E&T program in Texas is administered at the state level by Texas HHSC through an Interagency Contract (IAC) with the TWC.

TWC coordinates and collaborates with its 28 Boards and their contracted workforce service providers and community partners to provide E&T services to SNAP recipients. Collectively known as Texas Workforce Solutions, this network offers local access to integrated and statewide services to employers, workers, job seekers, and youth, including individuals with disabilities and other barriers to employment.

**(For county-administered States only) Describe how counties share information with the State agency (e.g. county E&T plans), and how the State agency monitors county operations.**

N/A

**Provide the geographic areas of the State where the E&T program operates and describe the rationale for this selection. Designate which areas, if any, operate mandatory E&T programs.**

The SNAP E&T program in Texas operates in all 28 Board workforce areas. Texas applies either a minimum- or full-service county designation to each county.

In minimum-service counties:

- Texas uses its ABAWD discretionary exemptions to exempt ABAWDs;
- all SNAP recipients may volunteer to participate in SNAP E&T and will have access to all services;
- outreach is not conducted;
- SNAP recipients are not sanctioned for failure to comply with SNAP E&T program requirements; and
- hours of participation may not exceed the hours required of mandatory work registrants residing in full-service counties.

In full-service counties:

- Boards are required to outreach all ABAWDs within 10 days of receipt of an automated referral from HHSC;
- Boards may, as funding allows, outreach SNAP E&T General Population work registrants (see notes 1 and 2 below);
- all mandatory work registrants who are outreached or who volunteer, including ABAWDs and General Population, have access to all services, including support services;
- mandatory work registrants who are outreached or currently participating in the SNAP E&T program are sanctioned (that is, SNAP benefits will be denied) for failure to comply with SNAP E&T program requirements without good cause;

## Texas FFY 23 SNAP E&T State Plan

- exempt SNAP recipients have access to all services, including support services, and may volunteer to participate in SNAP E&T but are not sanctioned for failure to comply with SNAP E&T program requirements; and
- an exempt recipient's participation hours may not exceed the hours required of mandatory work registrants.

To satisfy the ABAWD-pledge requirement to offer qualifying components to all at-risk ABAWDs, Texas outreaches all ABAWDs in full-service counties. At-risk ABAWDs are enrolled in E&T as described elsewhere in this plan.

The minimum and full-service counties are listed at the end of this plan.

### **Provide a list of the components offered.**

#### Non-Education, Non-Work Components:

- Supervised job search
- Job search training
- Job retention services
- Workfare (ABAWDs only)

#### Educational Components:

- Basic education services
- Vocational education Work

#### Experience Components:

- Work Activity
- Work-based learning
  - Internship (unsubsidized)
  - Pre-apprenticeship (unsubsidized)
  - Apprenticeship (unsubsidized)
  - On-the-job training (unsubsidized)

### **Provide the web addresses (URLs) of State E&T policy resources such as handbooks and State administrative code, if available.**

#### SNAP E&T Guide:

<https://www.twc.texas.gov/files/partners/snapet-guide-twc.pdf>

#### Texas Administrative Code, Title 40, Part 20, Chapter 813:

[https://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac\\_view=4&ti=40&pt=20&ch=813](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=4&ti=40&pt=20&ch=813)

#### Texas Works Handbook, Employment and Training:

<https://www.hhs.texas.gov/handbooks/texas-works-handbook/a-1800-employment-services>

Texas Works Handbook, ABAWD:

<https://www.hhs.texas.gov/handbooks/texas-works-handbook/a-1900-federal-time-limits>

Texas Works Handbook, Bulletins:

<https://www.hhs.texas.gov/handbooks/texas-works-handbook/policy-bulletins>

## II. Program Changes

***Please complete this section if applicable, and only include changes to the program for the upcoming Federal fiscal year (FY).***

**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.**

HHSC and TWC are collaborating to expand the third-party reimbursement program and will submit an amendment for new third-party reimbursement programs as they are developed with new partners.

**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.**

N/A

## III. 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.*

**Consultation with State workforce development board:** Describe how the State agency consulted with the State workforce development board in designing its SNAP E&T program. This description should include with whom the State agency consulted and the outcomes of the consultation. If the State agency consulted with private employers or employer organizations in lieu of the State workforce development board, skip to question (b).

HHSC and TWC outlined SNAP E&T administrative and operational responsibilities and set up a governmental structure through an IAC to:

- coordinate programmatic administration and operation;
- make and manage programmatic decisions;
- oversee the SNAP E&T program;
- transfer administrative and operational knowledge; and
- ensure that all regulatory requirements are met.

HSC's and TWC's priority is to:

- improve coordinated case management to assist in transitioning SNAP recipients from public assistance to independence;
- provide coordinated services to SNAP recipients who are experiencing barriers to
- employment and addressing the barriers to assist SNAP recipients in finding and retaining employment;
- ensure coordinated interagency case management through local HHSC offices and through local Workforce Solutions Offices; and
- facilitate effective communication among HHSC, TWC, Boards, and Board contractors by:
  - providing consistent messages to SNAP recipients regarding the importance of finding employment and adhering to program requirements; and
  - identifying and mitigating barriers to finding and retaining employment.

HHSC and TWC conduct meetings on a bi-weekly basis to discuss SNAP E&T–related processes and issues. Boards and local HHSC staff conduct meetings on a regular basis based on the regional area. TWC and Boards conduct meetings on a regular basis. All areas communicate regularly via phone and email to address changes, issues, and concerns as they arise.

The Texas Workforce Investment Council (TWIC) was created in 1993 by the 73rd Texas Legislature. TWIC’s purpose is to promote the development of a highly skilled and well-educated workforce for the State of Texas, and to assist the governor and the legislature with strategic planning for and evaluation of the Texas workforce system. The governor appoints members representing business and industry, organized labor, education, community-based organizations, and organized labor.

Additionally, under the federal Workforce Innovation and Opportunity Act of 2014, TWIC serves as the state workforce development board. TWIC does not operate programs but rather uses an integrated, collaborative approach to facilitate planning and evaluation across workforce system partners, programs, and initiatives. One of TWIC’s key responsibilities is the development of an overarching strategic plan for the Texas workforce system. Section 2308.104 of the Texas Government Code charges TWIC to develop a “single strategic plan that establishes the framework for budgeting and operation of the workforce system.” The Texas workforce system includes the following partners:

- The Governor’s Office of Economic Development and Tourism
- The Texas Association of Workforce Boards
- The Texas Department of Criminal Justice and its Windham School
- The Texas Education Agency
- The Texas Health and Human Services Commission
- The Texas Higher Education Coordinating Board
- The Texas Juvenile Justice Department
- The Texas Veterans Commission
- The Texas Workforce Commission

The state’s workforce system is composed of programs, services, and initiatives administered by the agencies listed above, Boards, independent school districts, community and technical colleges, and local adult education providers. System partners are responsible for the delivery of more than 19 workforce education and training programs and related services, as well as education programs that support career preparation and advancement.

As part of the Texas Workforce System, HHSC and TWC collaborate with agencies in the TWIC on a regular basis to assist with the strategic planning and evaluation of the workforce system, which includes planning for E&T and other workforce programs.



**Consultation with employers: If the State agency consulted with private employers or employer organizations in lieu of the State workforce development board, document this consultation and explain the determination that doing so was more effective or efficient. Include with whom the State agency consulted and the results of the consultation.**

N/A

## 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.*

**Special State Initiatives:** 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.

In Fiscal Year 2023 (FY 23), HHSC and TWC will continue to collaborate to expand the third-party reimbursement program across the state and will submit an amendment for new third-party reimbursement programs as they are developed with new partners.

Texas will continue its TPR initiative with the Capital Area Workforce Development Board (Capital Area) in Austin, Texas. Capital Area's TPR contract amount is \$500,000 in FY 23.

Capital Area will continue to partner with the City of Austin and Travis County to leverage 50 percent federal SNAP E&T funds to cover the costs of providing SNAP E&T services to exempt and mandatory SNAP recipients not currently served due to funding limitations in the SNAP E&T program. The City of Austin (City) and Travis County (County) fund a local Workforce Education and Readiness Continuum (WERC) program, with local (non-Federal) City and County funds, which will supply non-Federal funding for the provision of allowable SNAP E&T activities and support services to SNAP recipients participating in the initiative.

The WERC funding provides the match dollars. The originating source is State General Revenue but is passed down from the City and County through the Capital Area WERC contract.

The WERC program provides case management, short-term vocational training (less than 6 months), support services, and job search assistance.

Based on The Workforce Information System of Texas (TWIST) reports, the WERC has served the following through the TPR initiative:

- BCY 2018: 15 SNAP recipients
- BCY 2019: 12 SNAP recipients
- BCY 2020: 20 SNAP recipients

## Texas FFY 23 SNAP E&T State Plan

- BCY 2021: 25 SNAP recipients
- BCY 2022 to date: 3 SNAP recipients\*

\*6 TPR enrollment for BCY 2022 to date. 3 WERC funded, 3 non-WERC funded

TWC and HHSC have formed a discussion group to explore strategies to increase participation not only at Capital Area, but across the state. Some of the strategies the discussion group have considered include encouraging strong partnerships through increased outreach to potential partners, addressing challenges for current partners, and using assessment to ensure new partners are a strong fit within the E&T program.

Capital Area has recently begun working with community-based organizations (CBOs). The time they've spent with the CBOs has helped to build relationships. Capital Area provides frequent technical assistance, and they correspond with the CBOs regularly. The success with the CBOs has begun to allow Capital Area to expand training, and Capital Area believes they can build on this success to continue this expansion. The strategies to increase participation include the identification of new participants which already have existing relationships with the CBOs and the addition of new programs offered by CBOs. Capital Area expects an increase in participation numbers by leveraging existing resources within the CBOs.

No new outcomes from Capital Area's work with CBOs can be reported at this time. However, the program is serving its purpose by allowing the CBOs' TPR partners to potentially use the reimbursement dollars to grow their organizations' capacity to serve SNAP recipients.

Capital Area will not receive any advance payment from the City or the County for the TPR initiative.

Capital Area will outreach and market SNAP E&T TPR services through their contractor C2 Global. The outreach will target mandatory work registrants from the pool of SNAP E&T mandatory recipients in TWIST and exempt recipients from a list provided by TWC.

Capital Area will continue to contract with its Workforce Solutions contractor C2 Global for the TPR initiative. C2 Global is responsible for:

- intake and assessment;
- verification of SNAP eligibility before enrolling the SNAP recipient into TPR services;
- all TPR case-management activities;
- outreaching exempt and mandatory SNAP recipients identified to participate in the TPR initiative;
- enrolling eligible individuals in services;
- providing allowable SNAP E&T services and support services to exempt or mandatory participants;
- tracking and reporting all SNAP E&T TPR activities and support services in TWIST using special TWC-established codes created specifically for TPR; and

## Texas FFY 23 SNAP E&T State Plan

- submitting invoices to the Board for expenditures incurred.

Capital Area is responsible for:

- providing oversight and technical assistance to C2 Global for TPR;
- invoicing the City/County for services provided to SNAP recipients through the TPR Initiative;
- submission of the TPR Certification of Expenditures form to TWC; and
- monitoring SNAP E&T TPR.

TWC requires the Board to report the following:

- TPR - Administration (maximum allowed, 10%);
- TPR - Direct Program;
- TPR - Support Services Transportation;
- TPR - Support Services Other than Transportation; and
- Total Expenditures.

Participants might receive services from multiple providers, but not through Capital Area's TPR initiative. Capital Area would not be aware of participants receiving services from multiple providers if Capital Area is not working with that provider. Capital Area only pays for the services it sets up.

All contracts will be signed before the FY 23 TPR initiative is continued by Capital Area.

TWC will provide technical assistance throughout the FY 23 TPR project. TWC monitoring activities outlined in the VI. Organizational Relationships section of this document will include Capital Area's TPR project and any new TPR projects set up in other board areas. SNAP E&T TPR participation reports can be generated in TWIST and capture data on all SNAP recipients participating in the TPR initiative.

Capital Area also partners with Goodwill Central Texas to leverage 50 percent federal SNAP E&T funds. These funds cover the costs of providing SNAP E&T services to exempt and mandatory SNAP recipients who are not currently served due to funding limitations in the SNAP E&T program. Goodwill Central Texas supplies non-federal, private, non-profit funding to provide allowable SNAP E&T activities and support services to SNAP recipients participating in the initiative. Goodwill primarily leverages city/county funding provided through participation in the WERC program.

Goodwill of Central Texas provides career training services and supportive services including case management and assistance with class supplies.

Goals for the TPR initiative include the following:

- C2 Global Services, goal of at least twenty individuals enrolled in TPR for FY23
- Goodwill Central Texas, goal of at least five individuals enrolled in TPR for FY23
- Other TPR partners as determined to be good fit for program

Component and case management services include allowable SNAP E&T services such as vocational training, non-vocational training, supportive services, and job retention services no less than 30 and up to 90 days.

The maximum amount certified for cost match cannot exceed \$500k (total for all TPR partners) with the following limitations placed on types of activities to be matched:

- \$432,000 in operations and services including: costs of vocational training; non-vocational training such as Adult Basic Education; basic skills and literacy; High School Equivalency (HSE); English as a Second language (ESL); case-managed job search; job readiness; and staff time spent providing SNAP E&T services.
- \$68,000 in support services including: costs of transportation expenses; driver license fee; work-related expenses; education-related expenses; clothing suitable for job interviews or employment; licensing and bonding fees; vision needs; and short-term rental assistance.

**Coordination with title I of WIOA:** 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).

WIOA §193(a)(3) allows states to define their required partners under prior consistent state law. Texas Labor Code §302.021 and §302.062 established the job training, employment, and employment-related educational programs and functions consolidated under the authority of the Texas Workforce Commission.

In Texas, prior consistent state law under Texas Government Code §2308.304 and §2308.312 defines the responsibility of each Local Workforce Development Board (Board) to develop, implement, and modify a plan for convening all relevant programs, identified as Workforce Solutions Office required-partner programs.

The required workforce partners in Texas include the following:

- WIOA Adult, Dislocated Worker, and Youth programs
- The Wagner-Peyser Employment Service program
- The Adult Education and Literacy program
- The Vocational Rehabilitation program
- The Unemployment Insurance program
- The Trade Adjustment Assistance program
- The Choices program (Temporary Assistance for Needy Families (TANF) Employment and Training program)
- Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) program
- Subsidized child care programs
- Apprenticeship programs (Texas Education Code, Chapter 133)
  - If they have been certified by the US Department of Labor's Office of Apprenticeship Training and meet the state criteria established in

Chapter 133 to receive state funding for the support of the apprenticeship training programs

- Veteran employment and training programs—Local Veterans Employment Representatives Program and the Disabled Veterans Outreach Program
- The Senior Community Service Employment Program

TWC and its 28 Boards, in addition to the Boards' contracted services providers and community partners, continue to adhere to the principle of full integration of core programs. This principle is also followed at TWC State Offices, where different programmatic teams are co-located in the same offices and work together on programs.

The strategy of alignment, coordination, and integration of education and employment and training programs is underway. Customers have local access to Workforce Solutions and statewide services at numerous Workforce Solutions Offices. Texas Workforce Solutions provides workforce development services that help workers find and keep good jobs and help employers hire the skilled workers they need to grow their businesses. Texas maintains an advantage in the provision of services to employers, job seekers, and special population groups, including low-income and basic skills deficient individuals, as well as veterans, by the collocation of core programs.

Some SNAP recipients participate only in SNAP E&T, while others are co-enrolled in SNAP E&T and WIOA. SNAP recipients participating in SNAP E&T may explore WIOA activities that provide them with the skills necessary to meet the emerging demands of local businesses. SNAP recipients may enroll in WIOA career, training, or other job seeker services.

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

Yes

No

**TANF/GA Coordination:** 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.

HHSC and TWC implemented TANF Choices-related processes under a Coordinated Interagency Case Management memorandum of understanding to improve the transition of TANF recipients between local HHSC offices and Boards. TWC and HHSC's priority is to:

- improve coordinated case management that will assist in transitioning TANF recipients from public assistance to independence;
- provide coordinated services to TANF recipients who are experiencing barriers to employment and addressing the barriers in order to assist TANF recipients in finding and retaining employment;

## Texas FFY 23 SNAP E&T State Plan

- ensure coordinated interagency case management through local HHSC offices and through local Workforce Solutions Offices; and
- facilitate effective communication among TWC, HHSC, Boards, and Board contractors by:
  - (1) providing consistent messages to TANF recipients regarding the importance of finding employment and adhering to program requirements; and
  - (2) identifying and mitigating barriers to finding and retaining employment.

Additionally, TWC requires Boards to establish a local coordinated interagency case management plan to provide consistent and streamlined Choices services. As part of this plan, Workforce Solutions Office staff must communicate with HHSC on an ongoing basis.

If there is a change in an individual's status while participating in the Choices program, Boards must ensure that Form H2583, Choices Information Transmittal, is used to notify the HHSC Texas Works Advisor of this status change. Changes in status include the following:

- The customer has become employed.
- The customer has a medical condition documented in Form H1836A or Form H1836B; or
- There are other changes that affect participation in the Choices program.

**Other Employment Programs:** 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).

HHSC coordinates with TWC to provide the delivery of employment programs and to facilitate the development of a comprehensive, integrated service network that is locally managed, market driven, and high performing. Through an integrated workforce system, TWC administers WIOA Title I, TAA, Employment Service (ES), child care, employment programs under Title IV-A of the Social Security Act (for example, the Choices program and Noncustodial Parent (NCP) Choices program), vocational rehabilitation, and Adult Education and Literacy under WIOA Title II. These programs offer Texas job seekers employment and training services and necessary support services to help them gain employment and attain self-sufficiency. Eligible participants may receive services from one or more programs and child care reimbursements through Child Care and Development Block Grant (CCDBG) funds. Cooperative agreements with agencies administering other programs, including HHSC, the Texas Education Agency, and the Texas Veterans Commission, are initiated through the development of memoranda of understanding. Some individuals in re-entry programs may be SNAP recipients and receive SNAP E&T services.

## IV. 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, ITOs in the State were consulted. *(Complete the rest of this section.)*
- No, ITOs are located in the State but were not consulted. *(Skip the rest of this section.)*
- Not applicable because there are no ITOs located in the State. *(Skip the rest of this section.)*

Name the ITOs consulted.

Eagle Pass (Maverick County) – Kickapoo Livingston (Polk County) – Alabama-Coushatta El Paso (El Paso County) – Ysleta del Sur Pueblo
---

**Outcomes:** Describe the outcomes of the consultation. Provide specific examples of how the State agency incorporated feedback from ITOs into the design of the E&T program (e.g., unique supportive service, new component, in-demand occupation).

Texas contacted ITOs through e-mail for review and consultation regarding the E&T State Plan and E&T program. The e-mail requested ITOs consultation via a conference call with suggested times and an attached State Plan. To date, no
---

response or feedback was received from ITOs regarding the E&T program or State Plan.

**Enhanced reimbursement:** Will the State agency be seeking enhanced reimbursement for E&T services (75%) for ITO members who are residents of reservations, either on or off the reservation?

- Yes
- No

## V. 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.*

The State agency operates the following type of E&T program (*select only one*):

- Mandatory per 7 CFR 273.7(e)
- Voluntary per 7 CFR 273.7(e)(5)(i)
- Combination of mandatory and voluntary

The State agency serves the following populations (*check 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 subsequent to application per 7 CFR 273.24(d)(1)(iv)?

- Yes
- No



## VI. 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)).

Describe the categories and types of individuals the State will exempt from mandatory E&T participation. In accordance with 7 CFR 273.7(e), State agencies may exempt from mandatory E&T participation, categories of work registrants (e.g. all those in counties X, Y, Z, or those in their first 30 days of receipt of SNAP) and individual work registrants based on certain personal characteristics or circumstances (e.g. lack of transportation or temporary disability). These exemptions are in addition to the federal exemptions from work requirements at 273.7(b) and only applicable to the E&T requirement at 7 CFR 273.7(a)(1)(ii). Exemptions from Mandatory E&T must also be listed in Table H 'Estimated Participant Levels' Sheet of the Excel Workbook.

(Note: States than run all-voluntary E&T programs would note that they exempt all work registrants.)

All SNAP recipients in minimum-service counties are exempt from mandatory E&T participation.

**Note:** Un-outreached General Population SNAP recipients are not formally exempt, but they are not required to participate in E&T until they have been outreached by the E&T Program. HHSC is exploring options to prevent having skewed numbers on the FNS-583 report. Texas will use the number of General Population SNAP recipients outreached for the E&T program as the required to participate number when completing the FNS-583 report.

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

The State will reevaluate these exemptions each year during SNAP E&T State Plan development.

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
- Other: Texas targets an estimated 22% of its mandatory work registrants.

## VII. 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.

Please indicate who at the State agency directly administers the E&T program (i.e. establishes E&T policy, contracts for E&T services, monitors providers). For example, 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.

In Texas, the E&T program is directly administered by HHSC Access and Eligibility Services (AES). HHSC AES is responsible for:

- establishing statewide E&T policy;
- managing the IAC with TWC (partner agency); and
- monitoring the program and fiscal operations of TWC.

Additionally, HHSC local-eligibility operations staff:

- determine eligibility for SNAP benefits statewide;
- screen applications and applicable information to determine the appropriateness for referral to the E&T Program;
- identify recipients appropriate for the E&T program through work registration or exemption status in TIERS; and
- refer SNAP recipients to Workforce Solutions Offices for SNAP E&T services through the HHSC TIERS/TWC TWIST daily interface, where they are given the opportunity to

complete an assessment and are referred to the appropriate component.

- **Note:** Workforce Solutions staff are more familiar with provider capacity and will assess and refer SNAP recipients to the appropriate component upon receiving the E&T referral through the automated daily interface from HHSC eligibility staff.

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

Local HHSC eligibility staff and Texas Workforce Solutions staff utilize separate case management systems; TWIST (TWC) and TIERS (HHSC). Both TIERS and TWIST communicate via an automated interface to provide information related to work registration status, participants, E&T non-compliance, and good cause.

As well as the automated interface, a manual process is in place to communicate possible exemptions, exceptions, and the provider determination process. The manual process requires Workforce Solutions staff to fax the appropriate form, which includes the client information, the specific reason for the request, any comments or additional information, and any documentation received from the customer to HHSC. The form is a request for HHSC to review the file based on the provided information, contact the client if needed, and complete the case action. HHSC notifies customers of all actions taken on their case based on the request.

On an administrative level, HHSC and TWC hold biweekly collaborative meetings as a consultation effort to discuss the SNAP E&T program.

Topics of discussion include:

- the SNAP E&T State Plan;
- the FNS Management Evaluation (ME) Review
- ideas for program improvements
- the transition of SNAP recipients from local HHSC offices to Workforce Solutions Offices; and
- any other topic as determined for the E&T Program.

This biweekly meeting also creates a regular opportunity for HHSC and TWC to ensure compliance with federal and state program requirements.

HHSC and TWC also work together to:

- improve coordinated case management to help SNAP recipients transition from public assistance to independence;
- provide coordinated services to SNAP recipients who are experiencing barriers to employment;

- ensure coordinated interagency case management through local HHSC offices and Workforce Solutions Offices; and
- facilitate effective communication among HHSC, TWC, Boards, and Board contractors by:
  - (1) providing consistent messages to SNAP recipients regarding the importance of finding employment and adhering to program requirements; and
  - (2) identifying and mitigating barriers to finding and retaining employment.

Describe the State's relationships and communication with intermediaries or E&T providers (if applicable):

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

Participant data and information are shared via the TIERS/TWIST interface.

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

Local HHSC eligibility staff utilize TIERS to indicate the work registration status based on screening and assessment of client-provided information and verification sources. HHSC sends a daily electronic file through HHSC TIERS/TWC TWIST interface of all SNAP recipients to TWC when SNAP is certified and when the SNAP recipient's work registration code changes. The daily electronic file contains indicators to designate if the SNAP recipient is mandatory or exempt to participate in E&T.

TWC uses information from this daily electronic file to outreach mandatory work registrants, which include ABAWDs, and SNAP E&T General Population. Data on exempt recipients is received in the electronic file so that they can volunteer in the E&T program. TWC also uses the automated interface to notify HHSC of SNAP recipients' good cause recommendations, and noncompliance with SNAP E&T.

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

HHSC issues policy, procedures, and other information through bulletins, email, and coordinated meetings. TWC and HHSC policy is available online for all parties.

4. Describe the State agency's process for monitoring E&T partners' 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.

HHSC will oversee TWC's program and fiscal operations, including Third-Party Reimbursement (TPR) programs, by performing programmatic and fiscal monitoring reviews. HHSC will define data sources and utilize standard data collection methods so that findings are objectively verifiable to assure program activities are conducted in compliance with all applicable Federal laws, rules, and regulations.

HHSC will implement a strategy to identify and prioritize monitoring activities and establish a schedule to systematically track and report the status and progress of monitoring requirements. HHSC monitoring activities will include, but not be limited to, onsite visits (direct) and desk reviews (indirect)

As part of its programmatic monitoring, HHSC will review TWC's service delivery system to determine if it is consistent with contract requirements including outputs, outcomes, quality, and effectiveness of programs. Specifically, HHSC will review TWC's program and fiscal monitoring reports of Board areas for compliance with process and outcome expectations, as identified in standards, rules, and contracts, to assess the quality of services provided and the degree to which the defined needs were met.

5. Describe how the State agency evaluates the performance of partners 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).

To support efficient and effective E&T operations, HHSC will:

- leverage the SNAP E&T program governance structure to provide oversight and support for program discussions and decision-making and ensure ongoing and successful coordination with TWC;
- evaluate TWC's oversight of Board activities through ongoing performance monitoring;
- conduct routine onsite visits and desk reviews to assess whether TWC, local workforce development board, and third-party reimbursement provider activities are reasonable and necessary to accomplish E&T goals and objectives;
- measure compliance with timeliness, completeness, and accuracy with deliverables and/or other applicable federal requirements;

- formerly report, at appropriate intervals, performance commendations, as well as observations, concerns and findings resulting from the agency's fieldwork testing; and
- initiate and oversee TWC's compliance with corrective actions for any identified deficiencies.

## VIII. Screening for Work Registration

*State agency eligibility staff must screen for 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 SNAP application and recertification process, HHSC eligibility staff reviews information provided by the applicant on his or her application and/or during the eligibility interview, such as the individual's citizenship/alien status, disability impacts, eligible student status, and any disqualifications, such as a felony drug conviction or intentional program violations the individual may have. In addition, HHSC eligibility staff review other factors which may include, disability status, children residing in the home, employment status, current participation status in TANF employment services, or receipt of unemployment insurance benefits.

HHSC eligibility staff use this information to determine the individual's work registration status and inform the individual interviewed about the work registrant's rights and responsibilities, the work registrant's requirements, and the consequences for failure to comply. A written copy of these work requirements, SNAP Work Rules (soon to be replaced with the consolidated work notice), is also provided to each work registrant in the household at certification, recertification and when a new household member is reported.

**Note:** Until the automation changes for the consolidated work notice are finalized, HHSC will suspend the application of sanctions for clients that fail to comply with mandatory SNAP E&T.

Additionally, HHSC will implement an interim process instructing eligibility staff to include comments on the notice of eligibility at each SNAP application, recertification or change action. Comments will specify the applicable work requirement rules (Basic, SNAP E&T and/or ABAWD time limits) for each mandatory work registrant in the SNAP household and direct the household to refer to the consolidated work notice that will be mailed separately. A nightly file will be sent to HHSC's print vendor to mail out a copy of the consolidated work notice to all applicable SNAP households who were approved that business day.

HHSC will follow the below implementation timeline for the permanent consolidated work notice.

Weekend of March 18-19, 2023: Permanent system changes will be implemented to incorporate automation of the consolidated work notice.

March 20, 2023, and ongoing: Applicable SNAP households will receive the consolidated work notice incorporated with their notice of eligibility.

How does the State agency work register non-exempt individuals? For example, does the State agency make a notation in the file, do individuals sign a form, etc.?

HHSC eligibility staff registers non-exempt work registrants by data entering individual information into TIERS. Based on policies and procedures built into TIERS, TIERS uses information entered by eligibility staff to update E&T exemptions and work registration status. HHSC sends a daily electronic file through HHSC TIERS/TWC TWIST interface of all SNAP recipients to TWC when SNAP is certified or when the SNAP recipient's work registration code changes. The daily electronic file contains indicators to designate if the SNAP recipient is mandatory or voluntary to participate in SNAP E&T.

**At what point in the certification process does the State agency provide the written explanation and oral notification of the applicable work requirements?**

During application and recertification, HHSC eligibility staff determine the individual's work registration status and inform the individual interviewed about the work registrant's rights and responsibilities, the work registrant's requirement to provide proof of identity and work eligibility when requested by HHSC or SNAP E&T staff, and the consequences for failure to comply.

SNAP Work Rules (soon to be replaced with the Consolidated work notice), is also provided to each work registrant in the household at certification, recertification and when a new household member is reported as a change. Correspondence History in TIERS captures a historical record in the case file each time the notice is provided to the household.

**Note:** Please refer to [page 30](#) for more information about the consolidated work notice interim process and implementation timeline.

To ensure all SNAP households are aware of the SNAP E&T program, HHSC will ensure policy requires eligibility staff at certification and recertification to verbally inform all households about the opportunity to volunteer to participate in E&T and available services, including participant reimbursements. Staff will notate in the case file that the household containing an exempt SNAP recipient has been screened for SNAP E&T and other available resources, is receiving SNAP benefits, and would be appropriate for SNAP E&T if they choose to volunteer. This policy change will be communicated to eligibility staff through a Texas Works Bulletin published in April 2023 and incorporated into the Texas Works Handbook in the October 2023 Revision.

## IX. 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. (*Note: This question is not asking about criteria that may be unique to each provider.*)

During the SNAP application and recertification process, HHSC eligibility staff reviews information provided by the applicant on his or her application and/or during the eligibility interview, such as the individual's citizenship/alien status, disability impacts, eligible student status, and any disqualifications, such as a felony drug conviction or intentional program violations the individual may have. In addition, HHSC eligibility staff review other factors delineated in 7 CFR 273.7(b)(1), which may include, disability status, children residing in the home, employment status, current participation status in TANF employment services, or receipt of unemployment insurance benefits.



## Texas FFY 23 SNAP E&T State Plan

Describe the process for screening during the certification and recertification process. Include the staff involved in the screening, how the staff conduct the screening, and when the screening occurs.

HHSC eligibility staff data enters the information collected during application and recertification into the state's automated system, which appropriately designates an individual's work requirement. Once determined a customer is required to participate in E&T or could potentially volunteer for E&T, a referral is submitted to the E&T provider through the automated electronic interface. Based on the contractual requirements between TWC and HHSC, eligibility staff determine that the E&T program or other coordinated services provided by TWC are equipped to provide activities which support the goal of the client. This includes addressing all skill sets and having resources to assist with barriers to participation such as education level and language proficiency, ensuring placement for the SNAP recipient. All SNAP recipients are referred to E&T for participation or the opportunity to volunteer to participate.

To ensure all SNAP households are aware of the SNAP E&T program, HHSC will ensure policy requires eligibility staff at certification and recertification to verbally inform all households about the opportunity to volunteer to participate in E&T and available services, including participant reimbursements. Staff will notate in the case file that the customer has been screened for SNAP E&T and other available resources, is receiving SNAP benefits, and would be appropriate for SNAP E&T if they choose to volunteer. This policy change will be communicated to eligibility staff through a Texas Works Bulletin published in April 2023 and incorporated into the Texas Works Handbook in the October 2023 Revision.

Based on ongoing conversations with participants, appropriateness is determined at any time during the certification process. When it is determined that a referral is not appropriate for reasons, such as residing too remotely with no available transportation or no available technology for virtual participation, then HHSC staff will explore good cause for the mandatory recipients. HHSC eligibility staff must grant good cause if a participant reports an allowable good cause reason.

**Note:** Workforce Solutions staff are more familiar with provider capacity and will assess and refer SNAP recipients to the appropriate component upon receiving a referral through the automated daily interface from HHSC eligibility staff.

*(If applicable)* Describe the process for screening upon receipt of a request for referral to E&T from an E&T provider (reverse referral). Include the staff involved in the screening, how the staff conduct the screening, and when the screening occurs.

N/A

How and when are participants informed about participant reimbursements? In the case of mandatory participants, how and when does the State agency ensure individuals are exempted from mandatory E&T if the costs of participant reimbursements exceed any State agency cap or are not available?

Texas notifies participants about support services (participant reimbursements) verbally during the application and recertification process. Additionally, participants are again verbally notified at the E&T orientation and employment planning meetings conducted by E&T staff. Texas will be including written information regarding support services in the consolidated work notice completed in FY 2023.

When it is determined at application or recertification that the participant reimbursement needs exceed the monthly allowable expenses, HHSC staff will review the case for possible exemption from the E&T program.

Participants complete an assessment to determine the appropriate component and receive support services or other resources to address any barriers through the following process.

- The state agency screens people for participation in the E & T Program as part of the eligibility process to determine if it is appropriate to refer to E&T and are mandatory participants before referring them to E&T.
- An assessment is completed by the E&T providers to determine the appropriate component and the participant reimbursement amount needed to participate.
- If the participant reimbursements are determined to exceed the monthly allowable expense to meet the needs for the assigned component, then, they will be placed, if possible, in another suitable component in which the individual's monthly E&T expenses would not exceed the allowable reimbursable amount. This action is handled on a case-by-case basis and the E&T provider will screen the customer's case to meet the support services' needs.

If the participant reimbursements are determined to exceed the monthly allowable expense and no other support services are available to meet the person's needs, Workforce Solutions staff manually fax the communication form to HHSC indicating that the participant reimbursements will exceed allowable limits. HHSC staff will take case action to exempt the participant from SNAP E&T because adequate reimbursements are not available, or expenses exceed the reimbursement amount.

## X. Referral to E&T

*In accordance with 7 CFR 273.7(c)(2), the State agency must refer participants to E&T.*

What information does the State provide to E&T participants when they are referred and how is the referral communicated (e.g. information about accessing E&T services, case management, dates, contact information)?

SNAP Work Rules (soon to be replaced with the consolidated work notice) are provided to individuals required participate in E&T. The form provides the requirement to respond to the E&T referral appointments. TWC sends an outreach letter to the individual with an E&T appointment to begin participation, which includes the date of the appointment, the location, and a contact person.

**Note:** Please refer to [page 30](#) for more information about the consolidated work notice interim process and implementation timeline.

If a State receives and approves a referral request from an E&T provider (reverse referral), how does the State communicate to the SNAP participant that they are in SNAP E&T and about their rights to receive participant reimbursements, etc.?

In Texas, all exempt and non-exempt work registrants are referred to the E&T program. To ensure all SNAP households are aware of the SNAP E&T program, HHSC will ensure policy requires eligibility staff at certification and recertification to verbally inform all households about the opportunity to volunteer to participate in E&T and available services, including participant reimbursements. Staff will notate in the case file that the customer has been screened for SNAP E&T and other available resources, is receiving SNAP benefits, and would be appropriate for SNAP E&T if they choose to volunteer. This policy change will be communicated to eligibility staff through a Texas Works Bulletin published in April 2023 and incorporated into the Texas Works Handbook in the October 2023 Revision.

After referral, describe what the E&T participant must do next. For instance, if the participant must report for an orientation describe who conducts the orientation, where the orientation occurs (e.g. in-person at a provider, log-in to a computer program, telephone interview with a case manager), and what happens during the orientation. If the next step varies throughout the State, describe the most common next step.

Once referred, mandatory SNAP E&T participants who are outreached are scheduled for a SNAP E&T orientation. Orientations are conducted by Workforce Solutions Office staff. Some orientations are available online based on board area.

After orientation, participants attend an employment planning meeting. During this meeting, Workforce Solutions Office staff conduct an assessment to determine the most appropriate allowable activity for the participant. Staff also provide participants with additional information on the SNAP E&T program, assign participants to an appropriate component, and may also provide participants with information on career paths, career advancement, or how to find a new job. Staff generally have contact with participants once a week. Boards choose how to structure the orientation meeting, including the frequency of the meeting and what information will be provided in the meeting. During a client's participation in SNAP E&T, staff use sound case management practices as a means of ensuring the participant is achieving the goals outlined in his or her employment plan.

Once the SNAP recipient completes orientation, Workforce Solutions Office staff meet with the recipient to develop the employment plan. SNAP E&T participants are often placed in supervised job search (General Population) or job search as part of workfare (ABAWDs) to explore the labor market; however Workforce Solutions Office staff and the SNAP E&T participant may decide on another allowable and appropriate SNAP E&T activity that will help improve employment outcomes for the E&T participant. TWC is working with Boards to encourage them to place more E&T participants in training.

All SNAP E&T participants receive case management services. Case management actions may include:

- performing intake assessments and reassessments (as needed);
- creating individualized employment (service) plans;

## Texas FFY 23 SNAP E&T State Plan

- monitoring the participant's progress; and
- coordinating with education or training providers.

### Case management involves:

- outreach;
- initial and ongoing assessment (including planning and setting goals);
- coordination with HHSC or other entities;
- referrals; and
- documentation, including:
  - HHSC eligibility determination;
  - assessment;
  - monitoring participation;
  - closure; and
  - records retention.

How is information about the referral communicated to E&T providers, as applicable? If the State works with E&T providers outside the State agency, how does the E&T provider know a SNAP participant has been referred to them?

HHSC sends a daily electronic file through an automated HHSC TIERS/TWC TWIST interface of all SNAP recipients to TWC when SNAP is certified or when the SNAP recipient's work registration code changes. The daily electronic file contains indicators to designate if the SNAP recipient is mandatory or voluntary to participate in SNAP E&T. TWC uses information from this daily electronic file to outreach mandatory work registrants, which include ABAWDs and, as funding permits, SNAP E&T General Population.

## XI. Assessment

*As a best practice, SNAP participants should be assessed after referral to ensure they receive targeted E&T services.*

Does the State require or provide an assessment?

- Yes (*Complete the remainder of this section.*)
- No (*Skip to the next section.*)

If yes, describe the processes in the State, if any, to provide E&T participants with an assessment (e.g. who conducts the assessment, when are participants assessed, what tools *are* used, and how are the results shared with State agency staff, providers, and/or participants)

Workforce Solutions Office staff discusses information gained through verbal and written assessment tools with participants during employment planning meetings and communicates with participants at other times, as appropriate. The type of assessment varies by Board. Assessment information is documented in TWIST and used to determine the appropriate components and services for each participant.

E&T providers discuss career advancement and career paths with SNAP recipients. These discussions include information on how an employed recipient can obtain a better job. E&T providers discuss this information during participation in regular SNAP E&T meetings.

When developing the employment plan, E&T provider staff completes the Job Seeker Registration information part of the plan (including providing information on the participant's skills and work history) in WorkInTexas.com to identify occupational choices for which the SNAP recipient qualifies.

## XII. 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 the State agency provide? *Check all that apply.*

- Comprehensive intake assessments
- Individualized Service Plans
- Progress monitoring
- Coordination with service providers
- Reassessment
- Other. Please briefly describe: Click or tap here to enter text.

Describe how case management services are delivered in your State. For instance, in one model case management is provided by E&T specialists who provide assessments and other services after participants are referred to E&T. In other instances, case management is integrated into the component. If your State uses more than one model, describe the one or two most common ways of delivering case management services.

SNAP recipients who respond to outreach attend an orientation and receive case management services from Workforce Solutions Office staff. After the orientation, SNAP E&T participants attend an employment planning meeting with their case

manager for an initial assessment, to include the identification of any barriers to employment, and to discuss SNAP E&T services and activities. After the initial assessment, case managers typically meet with SNAP E&T participants weekly. These case management actions are documented in TWIST.

The types of case management participants may receive include:

- assessing a SNAP recipient for appropriate placement in allowable activities;
- analyzing and gathering information;
- identifying a SNAP recipient's strengths and weaknesses;
- assisting with the removal of barriers to employment;
- developing and updating the recipient's employment plan;
- validating educational attainment and work experience;
- providing counseling and direction to individual work registrants;
- providing job-readiness services to enhance employability;
- documenting all events impacting SNAP E&T services, including meetings, and participation hours; and
- identifying employment opportunities that may help the SNAP recipient's progress toward independence from public assistance.

Workforce Solutions Office staff introduces SNAP E&T to SNAP recipients during an orientation and employment planning meeting. Boards may choose how to structure the meeting and weekly contact, including the frequency of the meeting and what information is provided; however, Boards must ensure that case managers meet with E&T participants weekly and that information on job retention services, support services, and the job retention period is shared with recipients at the orientation or before the recipient begins participation in regular SNAP E&T services.

After orientation, participants meet at least weekly with a Workforce Solutions Office staff member for continuing case management services. Boards choose how to structure the meetings. The Workforce Solutions Office staff member conducts an assessment that is completed during the meeting or shortly thereafter and that includes:

- an explanation of the benefits of participating in supervised job search;
- an overview of the SNAP E&T components and allowable activities, including WIOA and TAA activities, that may be available to the participant;
- an explanation of job readiness activities such as interviewing skills, the Job Seeker Registration page in WorkInTexas.com, job search techniques, and job referrals;
- help completing necessary forms;
- discussion of requirements for all SNAP E&T activities;
- discussion of expectations and the SNAP recipient's responsibilities;
- information about the local labor market;
- information on dates, times, and locations of SNAP E&T activities; and development of an employment plan.



Using the table below, 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.

Communication/Coordination with:

<b>SNAP eligibility staff:</b>	<b>TIERS/TWIST interface</b>
<b>State E&amp;T staff:</b>	<b>Bi-weekly HHSC and TWC Collaboration Meeting. All E&amp;T staff have access to TWC TWIST to coordinate internally on services provided to the recipient. All HHSC staff have access to HHSC TIERS to coordinate internally on the eligibility for services provided to the recipient.</b>
<b>Other E&amp;T providers:</b>	<b>Coordination between the HHSC and the E&amp;T providers is accomplished through collaboration meetings, emails, or phone calls, based on the coordination needs.</b>
<b>Community resources:</b>	<b>Coordination with community resources is accomplished through collaboration meetings, emails, or phone calls, based on the coordination needs.</b>

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

Employment planning meetings may include discussions on career advancement and career paths. Staff might also discuss this information during ongoing participation in regular SNAP E&T services.

During the employment planning meetings, staff provides the SNAP recipient with an overview of SNAP E&T, which includes:

- an explanation of all SNAP E&T activities and requirements for participating in SNAP E&T;
- an assessment to determine appropriate placement in an allowable activity; and
- an explanation of the appeals process, the SNAP recipient's right to appeal, materials and handouts with information on the right to appeal, and where to file an appeal.

An appeal can be filed if a determination adversely affects the type and level of services provided.

An assessment is completed during the employment planning meeting or shortly thereafter and includes:

- an explanation of the benefits of participating in all SNAP E&T activities;
- an overview of the SNAP E&T components and allowable activities, including WIOA and TAA activities, that may be available to the participant;

- an explanation of job readiness activities such as interviewing skills, the Job Seeker Registration page in WorkInTexas.com, job search techniques, and job referrals;
- help completing necessary forms;
- discussion of requirements for all SNAP E&T activities;
- discussion of expectations and the SNAP recipient's responsibilities;
- information on the local labor market;
- information on dates, times, and locations of SNAP E&T activities as assigned; and
- development of an employment plan.

Through the initial and ongoing case management and assessment, which includes planning and setting goals, Workforce Solutions Office staff assigns appropriate activities, such as work programs or other activities, and provides services to help SNAP E&T participants become employed and self-supporting. During each case management meeting, the staff member and participant review participation activity and goals, make changes as needed, and address any barriers to employment as they arise, to continually help the participant achieve his or her program goals. All case management services and outcomes are documented in TWIST.

### XIII. Conciliation Process (if applicable)

*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 (Complete the remainder of this section.)

No (Skip to the next section.)

Describe the conciliation process and include a reference to State agency policy or directives.

What is the length of the conciliation period?

## XIV. 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(i)(2), (i)(3), and (i)(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
- Other: Click or tap here to enter text.

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)(i), 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:

- Six months or until the individual complies, as determined by the State agency
- Time period greater than 6 months
- Permanently

The State agency will disqualify the:

- Ineligible individual only
- Entire household (if head of household is an ineligible individual) per 7 CFR 273.7(f)(5)(i)

## XV. 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.*

Describe the State agency process to determine if a non-exempt individual has good cause for refusal or failure to comply with a SNAP work requirement. Include how the State agency reaches out to the SNAP participant, employers, and E&T providers (as applicable), as well as how many attempts are made to reach out to the SNAP participant for additional information.

When HHSC staff receive good cause information from individuals, HHSC staff must determine whether the person had good cause for the noncompliance. HHSC is preparing to issue guidance to all eligibility staff in March 2023, which provides instructions on granting good cause to SNAP participants for noncompliance with SNAP E&T when the good cause request is received directly from the client. This guidance will also provide instructions for HHSC eligibility staff on how to notify TWC of when good cause is granted to an individual in this instance.

When TWC staff collects good cause information from individuals who fail to comply with the E&T program and sends all good cause claims/recommendations received to HHSC through the automated interface. HHSC eligibility staff must review good cause claims/recommendations and determine whether the person had good cause for the

noncompliance. HHSC sends a notice to the customer to inform them of failure to comply and provide 10 calendar days to claim good cause. If the customer does not claim good cause within 10 calendar days, a notice of adverse action is sent.

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

Good Cause exists when circumstances beyond the applicant's control prevent them from complying with employment services requirements. Reasons for good cause are explored prior to establishing voluntary quit or imposing a SNAP E&T sanction.

Good cause includes, but is not limited to, the following:

- unavailability of care for children 6 through 11 (based on the person's statement);
- discrimination by an employer based on age, race, sex, color, handicap, religious belief, national origin or political beliefs;
- work demands or conditions that make continued employment unreasonable (example: not being paid on time);
- unavailability of transportation;
- a change of job;
- illness of the person or another household member;
- household emergency;
- a work schedule conflict that prevented the person from participating in E&T;
- relocation to another county or political subdivision because of another household member's employment or school enrollment;
- resignations by people under 60 years old that the employer recognizes as retirement;
- a job change that does not happen or results in employment of less than 20 hours a week, or weekly earnings of less than the federal minimum wage multiplied by 20 hours;
- a habitual job change (Example: migrant work or construction habitually require workers to move from one employer to another); or
- an unsuitable job. Employment is unsuitable if the:
  - wages are less than the highest of:
    - the applicable federal minimum wage; or
    - 80% of the federal minimum wage, if the federal minimum wage is not applicable; or
  - average hourly wage based on piece-rate is less than minimum wage;
  - household member must join, resign from, or not join a labor organization as a condition of employment; or
  - work is at a place subject to a strike or lock-out at the time of the offer with these exceptions:

## Texas FFY 23 SNAP E&T State Plan

- the strike was enjoined under Section 208 of the Labor- Management Relations Act (29 U.S.C. 178-Taft Hartley Act); or
- an injunction was issued under Section 10 of the Railway Labor Act (45 U.S.C. 160);
- degree of risk to health and safety is unreasonable;
- commuting time from the household member's home to the job is more than two hours a day (Taking a child to and from a childcare facility is not included);
- distance from home to the job is unreasonable because, after considering commuting time and costs, the person earns less than minimum wage;
- distance to the job prohibits walking and transportation is unavailable;
- working hours or nature of the employment interferes with the member's religious beliefs; or
- job is outside the person's usual line of work. (This applies only during the first 30 days of registration and does not apply if the person voluntarily quits a job.)

Mandatory participants who have a pandemic-related reason for not participating in SNAP E&T activities may be granted good cause by HHSC when in non-compliance. HHSC will approve good cause for pandemic-related reasons on an individual basis.

Please 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 the state agency is informed that an appropriate component is not available, the E&T provider will submit a provider determination through the HHSC TIERS/TWC TWIST interface. Provider determination will be added to the current good cause recommendation process. Workforce Solutions staff will indicate a good cause recommendation of 'Other' and submit through the TWIST/TIERS interface. Additionally, a communication form will be faxed to HHSC to specify that the participant is ill-suited for any available E&T components. A task will be generated in TIERS for HHSC staff to review the documentation, contact the client, review the provider determination information and options with the client, and complete the case action, including a good cause approval. Provider determination policy updates will be completed by September 2022.

## XVI. 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.

Workforce Solutions Office staff must carefully consider how to enable a customer's participation in E&T.

If a staff member determines that a SNAP recipient is not suited for any E&T component, the staff member must:

- complete and send communication to HHSC to request that the SNAP recipient's work registration status be reconsidered;
- record the reconsideration request into TWIST under the Good Cause tab;
- enter the appropriate information into TWIST Counselor Notes, such as:
  - a statement that communication was sent to HHSC;
  - the date that the communication was sent to HHSC; and
  - the reason for the good cause recommendation;
- close out all services, support services, and the SNAP E&T program detail;
- ensure that completion dates are entered in the employment plan; and
- keep a copy of the communication and fax confirmation on file at the Workforce Solutions Office.

If Workforce Solutions Office staff believes that an individual is not suited for any E&T services, staff must notify HHSC within 10 days. Staff members must use the Comment section of the communication form to provide the reason for the referral and to make recommendations for next steps. HHSC proceeds as it deems appropriate.

Describe how the State agency notifies clients of a provider determination. Please include the timeframe for contacting clients after receiving a provider determination.

In the event a participant is determined to be ill-suited for any component, Workforce Solutions staff indicate a good cause recommendation of 'Other and submit through the TWIST/TIERS interface. Additionally, the SNAP E&T Non-Compliance report is faxed to HHSC to specify that the participant has received a provider determination and is ill-suited for any available E&T components. HHSC eligibility staff will review communication received from Workforce Solutions staff and approve the good cause recommendation. After the good cause recommendation is approved, HHSC eligibility staff contact the SNAP participant to explain: what a provider determination is, the next steps that will be taken because of the provider determination, and that the person is not being sanctioned as a result. When the customer is an ABAWD it is also explained that they will accrue countable months(in the next full benefit month after being notified of the provider determination) if they are not in a work activity, unless the ABAWD has good cause, lives in a waived area, or is exempted.

## XVII. 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.*

**Table E.I. Estimates of Participant Reimbursements**

<p>I. Estimated number of E&amp;T participants to receive participant reimbursements. This is an unduplicated count. If an individual participates in more than one month, they would only be counted once.</p> <p><i>State agencies should take into consideration the number of mandatory E&amp;T participants projected in Table H – Estimated Participant Levels in the Excel Workbook, and the number of mandatory E&amp;T participants likely to be exempted, if the State agency cannot provide sufficient participant reimbursements.</i></p>	<p>4,788 annually</p>
<p>II. Estimated number of E&amp;T participants to receive participant reimbursements per month. This is a duplicated count. This calculation can include the same individual who participates in more than one month.</p>	<p>437</p>
<p>III. Estimated budget for E&amp;T participant reimbursements in upcoming FY.</p>	<p>\$500,000</p>
<p>IV. Estimated budget for E&amp;T participant reimbursements per month in upcoming FY. (Row III/12)</p>	<p>\$41,667 (rounded)</p>
<p>V. Estimated amount of participant reimbursements per E&amp;T participant per month. (Row IV/Row II)</p>	<p>\$95.29</p>

### 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.

- **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, an intermediary, or some other entity. The State agency remains ultimately responsible for ensuring individuals receive participant reimbursements, even if it has contracted with another entity to provide them.
- **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*.

**Table E.II. Participant Reimbursement Details**

*The following table should be completed with details that reflect the State agency’s policies on allowable reimbursements. If the response varies by E&T provider, include examples to illustrate this variation. Expenses must be listed in the State plan and approved by FNS to be allowable.*

<b>Allowable Participant Reimbursements</b>	<b>Participant Reimbursement Caps (optional)</b>	<b>Who provides the participant reimbursement?</b>	<b>Method of disbursement</b>
Gas cards or vouchers		Workforce Solutions Office staff	Varies by Board
Bus passes		Workforce Solutions Office staff	Varies by Board
Automobile repairs		Workforce Solutions Office staff	Varies by Board
Mileage reimbursements (for personal vehicles)		Workforce Solutions Office staff	Varies by Board
Taxicab/rideshare services		Workforce Solutions Office staff	Varies by Board

Texas FFY 23 SNAP E&T State Plan

<b>Allowable Participant Reimbursements</b>	<b>Participant Reimbursement Caps (optional)</b>	<b>Who provides the participant reimbursement?</b>	<b>Method of disbursement</b>
Shuttle or van services		Workforce Solutions Office staff	Varies by Board
Purchase of tires or automobile batteries		Workforce Solutions Office staff	Varies by Board
Driver's license fees (including renewals)		Workforce Solutions Office staff	Varies by Board
High-school equivalency exams and books or training manuals		Workforce Solutions Office staff	Varies by Board
Uniforms, clothing, personal safety items		Workforce Solutions Office staff	Varies by Board
Licensing or bonding fees		Workforce Solutions Office staff	Varies by Board
Vision needs		Workforce Solutions Office staff	Varies by Board
Short-Term Rental assistance		Workforce Solutions Office staff	Varies by Board
Child care		Workforce Solutions Office staff provides child care reimbursements funded by the Child Care and Development Block Grant (CCDBG). Childcare reimbursements do not come from SNAP E&T funds.	Participants do not receive a reimbursement. The participant selects an eligible child care provider. The child care provider is reimbursed for services provided using Child Care and Development

Texas FFY 23 SNAP E&T State Plan

			Funds (CCDF).
--	--	--	---------------

If providing dependent care, specify payment rates for childcare reimbursements, established in accordance with the Child Care and Development Block Grant (CCDBG) and based on local market rate surveys. If alternative dependent care is provided by the State agency in lieu of reimbursement, describe these arrangements.

As described in TWC Chapter 809 Child Care Services rule §809.20, child care reimbursement rates are set locally by age group and type of care, with enhanced rates for quality-rated care. Local maximum reimbursement rate data is available in the [Texas Market Rate Survey Addendum \(2021\)](#).

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?

If childcare becomes unavailable for a SNAP E&T participant, Workforce Solutions staff send communication to HHSC to request good cause.

## XVIII. Work Registrant Data

*The SNAP general work requirements are described at 7 CFR 273.7(a). Individuals who do not meet an 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.*

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). Please provide information about how data is pulled from the eligibility system. For instance, how work registrants are identified and how counting is conducted.

The following steps must be taken to record the number of mandatory work registrants in the state on October 1, 2022, of the federal fiscal year:

- Compare unduplicated work registrants in September 2022 to unduplicated registrants in October 2022.
- A work registrant must be listed in both September 2022 and October 2022 to be recorded as active on Line 1.
- Save the dataset of all work registrants active on October 1, 2022, as a file called "NewWorkOct1Snapshot2023," which will form the foundation of a master file used to eliminate duplicates in all subsequent months of the FFY'23 in Line 2.

The following steps must be taken to ensure that Line 1 registrants are not counted again during the federal fiscal year:

- Compare unduplicated work registrants in each subsequent month of the federal fiscal year to the NewWorkOct1Snapshot2023 file.
- If a work registrant appears in NewWorkOct1Snapshot2023 file and is active in a subsequent month, he or she is not recorded as a New Work registrant for the subsequent month.

Duplicates:

This item is unduplicated by clients' Social Security numbers; individuals may only be counted once for the federal fiscal year.

Source data: HHSC/TWIST monthly cut-off file "waec.vods\_foodstmp\_hist"

The following steps must be taken to record only work registrants that are new for each month of the federal fiscal year:

1. Compare unduplicated work registrants for each month of the federal fiscal year against all recorded work registrants in the previous months of the federal fiscal year, which also includes work registrants on Line 1. Compare each new month to the historical file constructed for the new federal fiscal year, which is the NewWorkOct1Snapshot2023 master file.
2. If a work registrant has not been recorded in any previous month, he or she is recorded as new the month of his or her first activity. That record is then added and saved to the NewWorkOct1Snapshot2023 master file.

Example using month of January:

- Unduplicate the January 2023 work registrant file and compare it to the NewWorkOct1Snapshot2023 master file.
  - If a client's SSN is not already in the NewWorkOct1Snapshot2023 master file, then that client would count in the January 2023 count for Line 2.
  - Save the NewWorkOct1Snapshot2023 master file, which would now contain the new record for those new clients served in January 2023.
  - That new master file would be matched against subsequent work registrant files.
3. There is a special note for the Line 2 count for the month of October 2022. When the NewWorkOct1Snapshot2023 master file is created, it will contain work registrants listed as active in both September 2022 and October 2022. Then the monthly work registrant file is unduplicated by the Social Security number (SSN) and compared to the NewWorkOct1Snapshot2023 master file. At this point, the master file will contain only those work registrants active in both September and October. If a record from the October 2022 work registrant file is not in the NewWorkOct1Snapshot2023 master file, then



October 2022 is the first month of FFY'23 in which that customer appears and would be counted as a new customer in the Line 2 October 2022 monthly count (the FFY'23 Quarter 1 report, Line 2, Month 1). Then that customer record is added to the NewWorkOct1Snapshot2023 master file and saved to be run in the new, updated NewWorkOct1Snapshot2023 master file against subsequent new months.

Duplicates:

Since this item is unduplicated by SSN, individuals may only be counted once for the federal fiscal year.

Source data: HHSC/TWIST monthly cut-off file "waec.vods\_foodstmp\_hist"

Describe measures taken to prevent duplicate counting.

Using the method for counting mandatory work registrants described above (in Section XVII), individuals may be counted only once for the federal fiscal year.

For example, if an individual was a work registrant for the months of October, November, and December, the individual is counted only once in the month of October.

*Source data: Mandatory Work Registrant Report (MWRR)*

Using the method for counting new SNAP work registrants described above (in Section XVII), individuals may only be counted once for the federal fiscal year.

For example, if an individual was a SNAP work registrant for the months of October, November, and December, the individual is counted only once in the month of October.

(Source data: HHSC standard monthly data set "waec.vods\_foodstmp\_hist," db2\_warehouse)

## XIX. Outcome Reporting Measures

### National Reporting Measures

**Table E.III. National Reporting Measures**

<b>Source</b> <i>[Check the data source used for the national reporting measures. Check all that apply]</i>	<b>Employment &amp; Earnings Measures</b>	<b>Completion of Education of Training</b>
Quarterly Wage Records (QWR)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
National Directory of New Hires (NDNH)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
State Information Management System (MIS). <i>Indicate below what MIS system is used.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Manual Follow-up with SNAP E&T Participants. <i>Answer follow-up question below.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Follow-up Surveys. <i>State agencies must complete the Random Sampling Plan section below, if follow-up surveys is used.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other - Describe source: Click or tap here to enter text.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

If a State MIS is used, please indicate the system (e.g., SNAP eligibility system, State’s Department of Labor MIS).

TWIST (The Workforce Information System of Texas)

If a manual follow-up with SNAP E&T participants is conducted, describe the process for follow-up, including the contact method (e.g., verbal contact, email, or mail).

N/A

If a State agency is not using Quarterly Wage Records (QWR) as the source for the national measures, describe the State agency’s plan to move toward using QWR including a timeline for completion.

N/A

Texas FFY 23 SNAP E&T State Plan

## State Component Reporting Measures

Check all data sources used for the State-specific component measures.

Texas FFY 23 SNAP E&T State Plan

- Quarterly Wage Records (QWR)
- National Directory of New Hires (NDNH)
- State Management Information System. *Indicate the MIS used below.*
- Manual follow-up with SNAP E&T Participants. *Answer follow-up question below.*
- Follow-up Surveys. *Answer follow-up question below.*

If a State MIS is used, please indicate the system (e.g., SNAP eligibility system, State's Department of Labor MIS).

TWIST

If a manual follow-up with SNAP E&T participants is conducted, describe the process for follow-up, including the contact method (e.g., verbal contact, email, or mail).

N/A

If follow-up surveys are used, please describe the sample frame. This description must include source, availability, accuracy, completeness, components, location, form, frequency of updates and structure.

N/A

If follow-up surveys are used, please describe the sample selection. This description must include the method of sample selection, procedures for estimating caseload size, computation of sampling intervals and random starts, as appropriate, and a time schedule for each step in the sampling procedure.

N/A

*Using the table below, indicate the outcome measure that will be used for each component that the State agency will offer that is intended to serve at least 100 participants in the FY. Explain in detail the methodology for acquiring the component data. Please ensure the component names listed here match the component names in the FNS-583 report and [Section G: Component Detail](#)*

**Table E.IV. Component Outcome Measures**

<b>Component</b>	<b>Outcome Measure</b>	<b>Methodology including the timeframes being reported (e.g. denominator and numerator).</b>
<i>Example: Supervised Job Search</i>	<i>Example: Number of people who obtain employment after completion of component.</i>	<p><i>Example: Numerator will include those participants who obtained employment after completing component during the period of 10- 1-2019 to 9-30-2020</i></p> <p><i>Denominator will include the number of participants that participated in supervised job search during the period of 10- 1- 2019 to 9-30-2020.</i></p>
<b>Supervised Job Search</b>	The number and percentage of SNAP E&T participants who participated in Supervised Job Search and entered unsubsidized employment.	<p>The numerator is the number of SNAP E&amp;T participants who entered unsubsidized employment between 10-01-2022 to 9-30-2023. Unsubsidized employment is determined by administrative data.</p> <p>The denominator is SNAP E&amp;T participants who participated in the component between 10-01-2022 to 9-30-2023.</p>
<b>Job Search Training</b>	The number and percentage of SNAP E&T participants who participated in Job Search training and entered unsubsidized employment.	<p>The numerator is the number of SNAP E&amp;T participants who entered unsubsidized employment between 10-01-2022 to 9-30-2023. Unsubsidized employment is determined by administrative data.</p> <p>The denominator is SNAP E&amp;T participants who participated the component between 10-01-2022 to 9-30-2023.</p>
<b>Job Retention</b>	The number and percentage of participants	The numerator is the number of SNAP E&T participants who

<b>Component</b>	<b>Outcome Measure</b>	<b>Methodology including the timeframes being reported (e.g. denominator and numerator).</b>
	<p>who participated in job retention and retained employment in the quarter after the job retention services ended.</p>	<p>entered unsubsidized employment between 10-01-2022 to 9-30-2023, participated in job retention services, and retained employment in the quarter after the job retention services ended.</p> <p>Unsubsidized employment is determined by administrative data.</p> <p>The denominator is SNAP E&amp;T participants who received retention services between 10-1-2022 to 9-30-2023</p>
<b>Basic Education</b>	<p>The number and percentage of SNAP E&amp;T participants who participated in Basic Education and earned a high school diploma or GED during their participation in SNAP E&amp;T.</p>	<p>The numerator is the number of SNAP E&amp;T participants who earned a high school diploma or GED between 10-01-2022 to 9-30-2023.</p> <p>The denominator is SNAP E&amp;T participants who participated in the component between 10-01-2022 to 9-30-2023.</p>
<b>Vocational Training</b>	<p>The number and percentage of SNAP E&amp;T participants who were enrolled in vocational training and received a credential during their participation in SNAP E&amp;T.</p>	<p>The numerator is the number of SNAP E&amp;T participants who were enrolled in vocational training and received a credential during their participation.</p> <p>The denominator is SNAP E&amp;T participants who participated the component between 10-01-2022 to 9-30-2023.</p>
<b>Occupational Training</b>	N/A	N/A

Texas FFY 23 SNAP E&T State Plan

<b>Workfare</b>	The number and percentage of SNAP E&T participants who	The numerator is the number of SNAP E&T participants who entered unsubsidized employment
-----------------	--	--

<b>Component</b>	<b>Outcome Measure</b>	<b>Methodology including the timeframes being reported (e.g. denominator and numerator).</b>
	participated in Workfare and entered unsubsidized employment.	<p>between 10-01-2022 to 9-30-2023. Unsubsidized employment is determined by administrative data.</p> <p>The denominator is SNAP E&amp;T participants who participated in the component between 10-01-2022 and 9-30-2023.</p>
<b>Work Experience</b>	<p>The number and percentage of SNAP E&amp;T participants who successfully completed Work Experience and entered unsubsidized employment. Successful completion means fulfilling the requirements of the Work Experience program as determined by the provider.</p>	<p>The numerator is the number of SNAP E&amp;T participants who successfully completed work experience and entered unsubsidized employment between 10-01-2022 to 9-30-2023. Successful completion of work experience is determined by administrative data.</p> <p>The denominator is SNAP E&amp;T participants who participated in the component between 10-01-2022 and 9-30-2023.</p>

## F. Pledge to Serve All At-Risk ABAWDs (if applicable)

*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*



## Texas FFY 23 SNAP E&T State Plan

*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). ABAWDs who meet the criteria outlined in 7 CFR 273.7(d)(3)(i) are referred to as “at-risk” ABAWDs.*

Is the State agency pledging to offer qualifying activities to all at-risk ABAWDs?

Yes (Complete the rest of this section.)

No (Skip to Section G: Component Detail.)

**Table F.I. Pledge Assurances**

<b>Check the box to indicate that the State agency understands and agrees to comply with the following provisions, per 7 CFR 273.7(d)(3).</b>	<b>Check Box</b>
The State agency will use the pledge funds to defray the costs of offering every at-risk ABAWD a slot in a qualifying component.	<input checked="" type="checkbox"/>
The cost of serving at-risk ABAWDs is not an acceptable reason for failing to live up to the pledge. The State agency will make a slot available and the ABAWD must be served even if the State agency exhausts all of its 100 percent Federal funds and must use State funds.	<input checked="" type="checkbox"/>
While a participating State agency may use a portion of the additional funding to provide E&T services to ABAWDs who are not at-risk, the State agency guarantees that at-risk ABAWDs are provided with opportunities by the State agency <u>each month</u> to remain eligible beyond the 3-month time limit.	<input checked="" type="checkbox"/>
The State agency will notify FNS immediately if it realizes that it cannot obligate or expend its entire share of the ABAWD allocated funds, so that FNS may make those funds available to other participating pledge States within the fiscal year.	<input checked="" type="checkbox"/>
The State agency will be ready on October 1 <sup>st</sup> to offer and provide qualifying activities and services each month an ABAWD is at-risk of losing their benefits beyond the 3-month time limit.	<input checked="" type="checkbox"/>

Where will the State agency offer qualifying activities?

Statewide

Limited areas of the State (Complete questions c and d below.)

Explain why the State agency will offer qualifying activities in limited areas of the State.

ABAWD waiver for parts of the State

Will use discretionary exemptions

Other: Click or tap here to enter text.

If the State agency will be offering qualifying activities only in limited areas of the State, please list those localities/areas.

All ABAWDs in full-service counties will be offered a qualifying activity. Texas will use its discretionary exemptions to exempt ABAWDs in minimum-service counties from the ABAWD time limit. ABAWDs in minimum-service counties may volunteer for services.

How does the State agency identify ABAWDs in the State eligibility system?

The eligibility staff update all eligibility information based on the application and client interview into TIERS. The TIERS system will check the ABAWD indicator when applicable on the TIERS Eligibility Summary screen and the TIERS individual inquiry page.

How does the State agency identify ABAWDs that are at-risk?

Tracking time limits for ABAWDs is automated. HHSC eligibility staff enters data, such as disability information, employment status, or participation in an employment services program, in the ABAWD Details page in TIERS. Based on policies and procedures built into TIERS, TIERS uses the entries on the ABAWD Details page to determine whether months should be counted toward the individual's three-in-36-month time limit, including the second three-month period. ABAWD countable months and the 36-month clock are displayed in TIERS on the individual's inquiry pages. TIERS tracks and displays in the case and inquiry screens each specific month that is counted as a countable month toward the individual's first three months of eligibility and his or her second three-month period. The ABAWD time limit months are tracked and displayed separately as months 1-6. This monthly designation allows staff to identify at-risk ABAWDs who are in the third month of eligibility.

When and how is the offer of qualifying activities made? Include the process the State agency uses to ensure that at-risk ABAWDs receive an offer of a qualifying component for every month they are at risk, including how the offer is made.

Boards outreach at-risk ABAWDs within 10 days of their appearing in the outreach pool and schedule at-risk ABAWDs for SNAP E&T activities within 15 days of the date of outreach.

Boards must conduct initial outreach through letters or phone calls. Automated contact, such as an outgoing voice-mail message, does not qualify.

Boards that send outreach letters must ensure that outreach letters are sent to all mailing addresses listed in TWIST.

SNAP E&T outreach attempts must be documented in TWIST Counselor Notes and must contain:

1. time, date, and place to which the mandatory work registrant must report to begin SNAP E&T activities;
2. name and telephone number of a contact person at the Workforce Solutions Office;
  - a) an opportunity to provide a good cause reason on or before the scheduled appointment date, if the recipient is not able to attend; and
3. consequences for noncooperation.

To comply with the federal requirement to offer all at-risk ABAWDs a position in a SNAP E&T qualifying component, Workforce Solutions Office staff outreach all ABAWDs referred to E&T. The outreach must state that the day the at-risk ABAWD reports to the Workforce Solutions Office is the at-risk ABAWD's first day of participation.

Once the at-risk ABAWD has been outreached, is enrolled in the qualifying component, and begins participation, the ABAWD is engaged in ongoing participation, and weekly case management ensures that the participant remains in a qualifying component each month unless the ABAWD is sanctioned.

*The next set of questions is intended to establish the State agency's overall capacity and ability to serve all at-risk ABAWDs during the fiscal year through the services available in SNAP E&T as well as through other qualifying activities available through other Federal or State employment and training programs. In addition to SNAP E&T components, qualifying activities for ABAWDs include programs that operate outside of SNAP E&T. Such as Optional Workfare programs, WIOA title I programs, programs under Section 236 of the Trade Act of 1974, Veterans employment and training programs offered by the Department of Veterans Affairs or the Department of Labor, and Workforce Partnerships in accordance with 7 CFR 273.7(n).*

What services and activities will be provided through SNAP E&T? (List the components and participant reimbursements.) This should be consistent with the components detailed in Section G, as well as Section E-XIV regarding participant reimbursements.

ABAWDs may be provided any of the following SNAP E &T services through case management:

- Job Retention
- Basic Education
- Vocational Training
- Workfare
- Work Experience
- Allowable participant reimbursements\*

\*ABAWDs may receive any type of support services listed in the Participant Reimbursement Details section of XVII. Participant Reimbursements, except Child Care Services.

What services and activities will be provided outside of SNAP E&T? (List the operating program, such as title 1 of WIOA, services and activities.)

WIOA services/activities:

- Career services, including:
  - Assessments (basic and specialized)
  - Job search
  - Provision of referrals
  - Development of employment plan
  - Work experience
  
- Training services, including:
  - AEL services
  - Job readiness training
  - Occupational skills training

TAA services/activities:

- Employment services
- Training

To pledge, State agencies must have capacity to offer a qualifying activity to every at-risk ABAWD for every month they are at-risk. What is the State agency's plan if more ABAWDs than expected choose to take advantage of the offer of a qualifying activity? For instance, how will the State agency ensure the availability of more slots? What steps has the State agency taken to guarantee a slot through agreements or other arrangements with providers?

## Texas FFY 23 SNAP E&T State Plan

The E&T provider may offer, as appropriate, the following components to any SNAP recipient, including ABAWDs:

- Case management
- Job Search Training
- Job Retention
- Basic Education
- Vocational Training
- Workfare
- Work Experience

In addition to offering these components, the E &T provider has the capacity to:

- co-enroll ABAWDs in WIOA and use WIOA funds to pay for qualifying components for ABAWDs; and/or
- decrease the number of General Population participants (non-ABAWD) it outreaches.

Boards have established agreements with Workfare providers and will continue to establish agreements with Workfare providers to ensure that slots will be available for all ABAWDs who need a Workfare slot.

Workfare is only one of the component activities that Texas uses to provide services to its ABAWD customers. If a Workfare slot is not available to an ABAWD, the Board must place the ABAWD in another allowable activity.

If a Board does not have adequate E&T funding to serve an ABAWD, the Board must place the ABAWD in a WIOA activity or a TAA activity and/or decrease the number of General Population SNAP recipients it outreaches to accommodate all ABAWD SNAP recipients.

**Table F.II. Information about the size of the ABAWD population**

<b>Question</b>	<b>Number</b>
I. How many ABAWDs did you serve in E&T in the previous FY?	20,121
II. How many SNAP recipients are expected to be ABAWDs this fiscal year? This should be an unduplicated count. If an individual is an ABAWD at any time during the fiscal year, they would be counted only once. Note: This should be consistent with the projected number of ABAWDs shown on Table H row 11 in the Excel Workbook.)	127,596

Texas FFY 23 SNAP E&T State Plan

III. How many ABAWDs will meet the criteria of an at-risk ABAWD? This should be an unduplicated count. If an individual is an at-risk ABAWD at any time during the fiscal year, they would be counted only once. (Note: This should be consistent with the projected number of at-risk ABAWDs shown on Table H row 14 in the Excel Workbook.)	124,274
IV. Number of at-risk ABAWDs averaged monthly? This should be annual total from line (III) divided by 12.	10,356

**Table F.III. Available Qualifying Activities**

When considering all the qualifying activities that the pledging State agency intends to offer to at-risk ABAWDs, provide a projected estimate for each category below.

	<b>Expected average monthly slots available to at-risk ABAWDs</b>	<b>Expected average monthly slots offered to at-risk ABAWDs</b>	<b>Expected monthly at-risk ABAWD participation for plan year</b>
SNAP E&T	3832	3832	1677
All other programs outside of SNAP E&T	6524	6524	0
Total slots across all qualifying activities	10,356	10356	1677

**Table F.IV. Estimated cost to fulfill the pledge**

	<b>Value</b>
I. What is the projected total cost to serve all at-risk ABAWDs in your State?	\$ 146,970,160.62
II. Of the total in (I), what is the total projected administrative costs of E&T?	\$14,697,016.06
III. Of the total in (I), what is the total projected costs for participant reimbursements in E&T?	\$300,000

Explain the methodology used to determine the total cost to fulfill the pledge.

<p>Projected total cost to serve all at-risk ABAWDs in the State is the cost per participant \$1182.63 x 124,274 = \$146,970,160.62</p> <p>The projected administrative cost is 10% of the total (\$14,697,016.06)</p> <p>We estimate spending about 60% of the total \$500,000 budgeted for participant reimbursements (\$300,000)</p>
---



## G. Component Detail

*The goal of this section is to provide a comprehensive description of E&T program components and activities that the State agency will offer. A State agency's E&T program must include one or more of the following components: supervised job search; job search training; workfare; work experience or training; educational programs; self-employment activities; or job retention services. The State agency should ensure that the participation levels indicated in this section align with other sections of the State Plan, such as the projected participant levels in Section H – Estimated Participant Levels.*

*Complete the following questions for each component that the State agency intends to offer during the fiscal year.*

### I. Non-Education, Non-Work Components

Complete the tables below with information on each non-education, non-work component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Summary of the State guidelines implementing supervised job search (applies to SJS only).** This summary of the State guidelines, at a minimum, must describe: The criteria used by the State agency to approve locations for supervised job search, an explanation of why those criteria were chosen, and how the supervised job search component meets the requirements to directly supervise the activities of participants and track the timing and activities of participants.
- **Direct link (applies to SJS only).** Explain how the State agency will ensure that supervised job search activities will have a direct link to increasing the employment opportunities of individuals engaged in the activity (i.e. how the State agency will screen to ensure individuals referred to SJS are job ready and how the SJS program is tailored to employment opportunities in the community).
- **Description of the component (applies to JST, SET, and Workfare).** Provide a brief description of the activities and services.
  - **For JR Only:** Provide a summary of the activities and services. Include a description of how the State will ensure services are provided for no less 30 days and no more than 90 days.

- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs

**Table G.I. Non-Education, Non-Work Component Details: Supervised Job Search**

Details	Supervised Job Search (SJS)
<p>Summary of the State guidelines implementing SJS</p>	<p>Workforce Solutions Offices are the approved locations for Supervised Job Search. Workforce Solutions Offices have been selected as the state-approved supervised job search locations because they are part of the one-stop delivery system. Communities value their Workforce Solutions Offices because they provide critical assistance for employers looking for human resource assistance and for individuals looking for work or opportunities to grow in their careers.</p> <p>Supervised job search requires SNAP recipients participating in SNAP E&amp;T to test the labor market by participating in Supervised Job Search 30 hours per week. The supervised job search component falls under the guidance of Workforce Solutions Office staff, thereby permitting staff members to directly supervise and track the timing participants' activities. Staff ensures that supervised job search includes:</p> <ul style="list-style-type: none"> <li>• tracking activities;</li> <li>• counseling;</li> <li>• providing information on available jobs;</li> <li>• providing assistance with completing job applications;</li> <li>• setting employment goals for job inquiries and follow-up; and</li> <li>• defining general workplace expectations.</li> </ul> <p>The duration of participation in supervised job search is up to four weeks for all SNAP recipients and up to six weeks for non-ABAWDs. This varies from customer to customer and depends on the customer's individual needs. E&amp;T participants are not required complete the four weeks of Supervised Job Search activity before being placed in another activity. The number of supervised job search weeks is dependent on the individual assessment and is specified in the employment plan.</p> <p>Participants may also be initially placed in an activity other than Supervised Job Search.</p>

	<p>Staff at Workforce Solutions Offices will enter into TWIST the timing and activities of the SNAP recipients participating in supervised job search.</p>
<p>Direct link</p>	<p>During the employment planning meeting, Workforce Solutions Office staff assesses each participant to determine appropriate component placement.</p> <p>At the initial assessment, staff may consider a participant’s educational attainment and/or other factors to determine whether testing the labor market through Supervised Job Search (SJS) is appropriate.</p> <p>Participants in SJS use WorkInTexas.com (WIT), a comprehensive online job search resource and matching system. WIT is tailored to provide job seekers information about employment opportunities in the community. Job searches performed in WIT allow the user to search for jobs by job type and location.</p> <p>Participants in SJS have weekly appointments with staff to:</p> <ul style="list-style-type: none"> <li>➤ provide job search logs;</li> <li>➤ review job leads in WIT; and</li> <li>➤ participate in group job readiness activities.</li> </ul> <p>Through ongoing case management, staff may reassign a participant to other activities such as training and work experience as needed to meet their employment goals.</p> <p>Through case management, support services are provided to help the participant become employed and self- sufficient.</p>
<p>Target population</p>	<p>General Population recipients (that is, non-ABAWDs) and exempt SNAP recipients who volunteer for SNAP E&amp;T services.</p>
<p>Criteria for participation</p>	<p>Skills, knowledge, and experience are not necessary for participation in SJS. Participants in this component require some literacy skills; however, case managers help participants who require assistance with their job search.</p> <p>Job search experience is helpful but not required.</p>

Texas FFY 23 SNAP E&T State Plan

Geographic area	SJS may be provided in full-service counties and in minimum-service counties if SNAP recipients volunteer for SNAP E&T services.
-----------------	--

E&T providers	Contracted Workforce Solutions Office staff in the 28 local workforce development areas (workforce areas)
Projected annual participation	2,100
Estimated annual component costs	\$2,434,866.35

**Table G.II. Non-Education, Non-Work Component Details: Job Search Training**

Details	Job Search Training (JST)
Description of the component	<p>Job search training incorporates job readiness and includes: employability assessments; job placement services; job development services focused on active engagement of employers; occupational exploration, including information on local emerging and in-demand occupations; training in techniques for employability; job search skills training; interviewing skills and practice interviews; assistance with applications and résumés; job fairs; life skills; guidance and motivation for development of positive work behaviors necessary for the labor market; and information on how to retain employment.</p> <p>The level of effort is dependent on customer needs and will vary by customer; however, participants usually spend about 10 hours per week engaged in this component.</p>
Target population	General Population recipients (that is, non-ABAWDs) and exempt SNAP recipients who volunteer for SNAP E&T services
Criteria for participation	<p>Necessary skills will depend on the activity and <b>may</b> include:</p> <ul style="list-style-type: none"> <li>• basic literacy and numeracy skills;</li> <li>• computer skills; and</li> <li>• soft skills such as interpersonal abilities, multicultural awareness, and communication skills.</li> </ul> <p><b>Note:</b> Criteria for participation will vary by activity.</p>

Texas FFY 23 SNAP E&T State Plan

Geographic area	Job search training may be provided in full-service counties and in minimum-service counties if SNAP recipients volunteer for SNAP E&T services.
-----------------	--

Texas FFY 23 SNAP E&T State Plan

E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas
Projected annual participation	255
Estimated annual component costs	\$295,662.34



**Table G.III. Non-Education, Non-Work Component Details: Job Retention**

Details	Job Retention (JR)
Description of the component	<p>Qualifying SNAP E&amp;T participants must receive job retention services if requested. Mandatory job retention means that Workforce Solutions Office in each workforce area must offer job retention services to all qualified participants. Job retention services will be offered for a minimum of 30 days and not more than 90 days to E&amp;T participants who gain employment after participating in another E&amp;T component, such as supervised job search, job search training, workfare, work experience or training, educational programs or activities, self-employment activities, and other appropriate programs, as approved by FNS. These services help SNAP recipients retain employment by improving basic skills; increasing employability; aiding progress up a career ladder; and enabling them to gain better employment. Job retention services include case management, childcare, and transportation assistance.</p> <p>Job Retention is tracked in TWIST, which ensures that the participant is provided services for no fewer than 30 days and no more than 90 days.</p>
Target population	Job retention services may be provided to any SNAP recipient who participates in SNAP E&T and becomes employed.
Criteria for participation	The participant must be employed.
Geographic area	Job retention services may be provided to any SNAP recipient in full- or minimum-service counties who participates in SNAP E&T and becomes employed.
E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas
Projected annual participation	675
Estimated annual component costs	\$782,635.61

**Table G.IV. Non-Education, Non-Work Component Details: Self-Employment Training**

Details	Self-Employment Training (SET)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	

**Table G.V. Non-Education, Non-Work Component Details: Workfare**

Details	Workfare (W)
Description of the component	<p>A Workfare component designed to improve the employability of ABAWDs through actual employment experience or training, or both. Nonexempt ABAWDs perform work in a public service capacity as a condition of eligibility to receive the SNAP allotment to which their household normally is entitled. The job search activities that may precede a Workfare assignment are considered part of the Workfare component and do not have to be supervised. However, they do provide an opportunity for ABAWDs to test the labor market, receive job counseling and guidance, job leads, and transition into other activities as needed to reach their employment goals.</p> <p>The number of hours ABAWDs must work in a Workfare slot each month equals their household SNAP allotment amount divided by the number of ABAWDs in the SNAP household (when there are multiple ABAWDs in the household), which is then divided by the federal minimum wage. Level of effort is based on dividing the SNAP benefit amount by the federal minimum wage to obtain the amount of time per month the SNAP recipient will be required to participate in the SNAP E&amp;T activity.</p>
Target population	ABAWDs
Criteria for participation	<p>Necessary skills will depend on the Workfare site and <b>may</b> include:</p> <ul style="list-style-type: none"> <li>• basic literacy and numeracy skills;</li> <li>• computer skills; and</li> <li>• soft skills, such as interpersonal abilities, multicultural awareness, and communication skills.</li> </ul> <p><b>Note:</b> Criteria for participation will vary by Workfare site.</p>
Geographic area	Workfare will be available in full-service counties.
E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas. A list of the providers is documented in a separate attachment.
Projected annual participation	19,521

Estimated annual component costs	\$22,633,821.90
----------------------------------	-----------------

## II. Educational Programs

Complete the tables below with information on each educational program component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.
- **Not supplanting:** Federal E&T funds used for activities within the education component must not supplant non-Federal funds for existing educational services and activities. For any education activities, provide evidence that costs attributed to the E&T program are not supplanting funds used for other existing education programs.
- **Cost parity:** If any of the educational services or activities are available to persons other than E&T participants, provide evidence that the costs charged to E&T do not exceed the costs charged for non-E&T participants (e.g. comparable tuition).

**Table G.VI. Educational Program Details: Basic/Foundational Skills Instruction**

<b>Details</b>	<b>Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB)</b>
Description of the component	Basic education is a nonwork SNAP E&T activity that provides educational programs or activities to improve basic skills and work readiness or otherwise improve employability. Educational activities (including postsecondary education) that directly enhance the employability of the SNAP recipient are allowable and include adult basic education, basic skills and literacy, English as a second language, postsecondary education that does not result in a baccalaureate or advanced degree, high school equivalency (HSE) and high school instruction. Participants in this component are expected to meet the participation requirements as determined by the educational institution or program; in general, participants spend about 12 hours per week engaged in this component.
Target population	General Population SNAP recipients, exempt SNAP recipients who volunteer for SNAP E&T services, and ABAWDs.
Criteria for participation	Based on an assessment by Workforce Solutions Office staff that the customer is in need of basic literacy.
Geographic area	Basic Education may be provided in full-service counties and in minimum-service counties if SNAP recipients volunteer for SNAP E&T services.
E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas
Projected annual participation	9
Estimated annual component costs	\$10,435.14

Texas FFY 23 SNAP E&T State Plan

Not supplanting	<p>TWC's SNAP E&amp;T contract with Boards states that Boards "shall ensure that SNAP E&amp;T funds expended on educational services or activities supplement, not supplant, nonfederal funds for existing educational services and activities..."</p> <p>SNAP E&amp;T funds will be used to offer educational activities to E&amp;T participants who would not be otherwise entitled to</p>
-----------------	--

	<p>participate and will be used where local providers have not otherwise obligated funding.</p> <p>TWC recommends that Boards include supplanting and cost parity requirements in their contracts with providers; however, inclusion in a contract does not count as evidence of cost parity or not supplanting.</p> <p>Contract monitoring and ME reviews conducted by both HHSC and TWC contain review of financial expenditures to validate compliance that E&amp;T funds used for educational components do not supplant nonfederal funds for existing educational activities.</p> <p>SNAP E&amp;T funds will be used to offer educational activities to E&amp;T participants who would not be otherwise entitled to participate and where local providers have not otherwise obligated funding.</p>
<p>Cost parity</p>	<p>The SNAP E&amp;T grant is charged an amount equal to the tuition charged to non-E&amp;T participants for the same activity.</p> <p>TWC recommends that Boards include supplanting and cost parity requirements in their contracts with providers; however, inclusion in a contract does not count as evidence of cost parity or not supplanting.</p> <p>Contract monitoring and ME reviews conducted by both HHSC and TWC contain review to validate if educational services or activities are available to persons other than E&amp;T participants, costs charged to E&amp;T do not exceed the costs charged for non-E&amp;T participants. The monitoring process will include a comparison between the educational services provided to E&amp;T participants and non-E&amp;T participants.</p> <p>Evidence of cost parity is documentation, such as an invoice that shows that a SNAP recipient who is enrolled in a program is charged the same as a non-SNAP recipient who is enrolled in the same program.</p>

**Table G.VII. Educational Program Details: Career/Technical Education Programs or other Vocational Training**

<p><b>Details</b></p>	<p><b>Career/Technical Education Programs or other Vocational Training (EPC)</b></p>
-----------------------	--

<p>Description of the component</p>	<p>Vocational training is a SNAP E&amp;T activity that improves the employability of SNAP recipients by providing training in a skill or trade. This allows SNAP recipients to move directly into employment. Vocational training incorporates: occupational assessment and remedial and entry-level job skills training; short-term, prevocational, and entrepreneurial training; customized training; institutional skills training; upgrade training; and vocational education. Vocational training must be related to the types of jobs available in the labor market; consistent with employment goals identified in the SNAP recipient’s employment plan, when possible; provided in either a classroom or work- based setting; and designed to provide a certificate upon successful completion. Participants in this component are expected to meet the participation requirements as determined by the educational institution or program. Level of effort is based on what the training provider requires for completing the program; in general, participants spend about 12 hours per week engaged in this component. Improving skills and providing opportunities for new skill development may improve employment outcomes and job retention for ABAWDs.</p>
<p>Target population</p>	<p>General Population SNAP recipients (that is, non-ABAWDs), exempt SNAP recipients who volunteer to participate in SNAP E&amp;T services, and ABAWDs</p>
<p>Criteria for participation</p>	<p>Necessary skills will depend on the activity and <b>may</b> include:</p> <ul style="list-style-type: none"> <li>• basic literacy and numeracy skills;</li> <li>• computer skills; and</li> <li>• soft skills such as interpersonal abilities, multicultural awareness, and communication skills.</li> </ul> <p><b>Note:</b> Criteria for participation will vary by activity and Vocational Training provider.</p>
<p>Geographic area</p>	<p>Vocational training may be provided in full-service counties and in minimum-service counties if the SNAP recipient volunteers to participate in the program.</p>
<p>E&amp;T providers</p>	<p>Contracted Workforce Solutions Office staff in the 28 workforce areas</p>



Texas FFY 23 SNAP E&T State Plan

<p>Projected annual participation</p>	<p>39</p>
<p>Estimated annual component costs</p>	<p>\$45,218.95</p>
<p>Not supplanting</p>	<p>TWC’s SNAP E&amp;T contract with Boards states that Boards “shall ensure that SNAP E&amp;T funds expended on educational services or activities supplement, not supplant, nonfederal funds for existing educational services and activities...”</p> <p>SNAP E&amp;T funds will be used to offer educational activities to E&amp;T participants who would not be otherwise entitled to participate and be used where local providers have not otherwise obligated funding.</p> <p>TWC recommends that Boards include supplanting and cost parity requirements in their contracts with providers; however, inclusion in a contract does not count as evidence of cost parity or not supplanting.</p> <p>Contract monitoring and ME reviews conducted by both HHSC and TWC contain review of financial expenditures to validate compliance that E&amp;T funds used for educational components do not supplant nonfederal funds for existing educational activities.</p> <p>SNAP E&amp;T funds will be used to offer educational activities to E&amp;T participants who would not be otherwise entitled to participate and where local providers have not otherwise obligated funding.</p>

Texas FFY 23 SNAP E&T State Plan

<p>Cost parity</p>	<p>The SNAP E&amp;T grant is charged an amount equal to the tuition charged to non-E&amp;T participants for the same activity.</p> <p>TWC recommends that Boards include supplanting and cost parity requirements in their contracts with providers; however, inclusion in a contract does not count as evidence of cost parity or not supplanting.</p> <p>Contract monitoring and ME reviews conducted by both HHSC and TWC contain review to validate if educational services or activities are available to persons other than E&amp;T participants, costs charged to E&amp;T do not exceed the costs charged for non-E&amp;T participants. The monitoring process will include a comparison between the</p>
--------------------	---

	<p>educational services provided to E&amp;T participants and non-E&amp;T participants.</p> <p>Evidence of cost parity is documentation, such as an invoice that shows that a SNAP recipient who is enrolled in a program is charged the same as a non-SNAP recipient who is enrolled in the same program.</p>
--	---

**Table G.VIII. Educational Program Details: English Language Acquisition**

Details	English Language Acquisition (EPEL)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Not supplanting	
Cost parity	

**Table G.IX. Educational Program Details: Integrated Education and Training/Bridge Programs**

Details	Integrated Education and Training/Bridge Programs (EPIE)
Description of the component	
Target population	
Criteria for participation	
Geographic area	

Texas FFY 23 SNAP E&T State Plan

E&T providers	
---------------	--

Projected annual participation	
Estimated annual component costs	
Not supplanting	
Cost parity	

**Table G.X. Educational Program Details: Work Readiness Training**

<b>Details</b>	<b>Work Readiness Training (EPWRT)</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Not supplanting	
Cost parity	

**Table G.XI. Educational Program Details: Other**

<b>Details</b>	<b>Other (EPO): State agency must provide description</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	

Texas FFY 23 SNAP E&T State Plan

Projected annual participation	
--------------------------------------	--

Estimated annual component costs	
Not supplanting	
Cost parity	

### III. Work Experience (WE)

*Work experience is divided into two subcomponents per 7 CFR 273.7(e)(2)(iv): Work activity (WA) and Work-based learning (WBL). WBL activities like internships, apprenticeships, and on-the-job training, among others, may provide wages subsidized by the E&T program. In order to capture information about WBL activities that may be subsidized or unsubsidized by E&T, there are two sets of tables below for each kind of WBL activity – the first group of tables are for activities not subsidized by E&T (e.g. Work-based learning – Internships) and the second group of tables are for activities subsidized by E&T (e.g. Work-based learning – Internships - Subsidized by E&T). Note that subsidized means programs where E&T funding is used to subsidize wages of participants. Subsidized in this context does not mean programs where participants receive a subsidized wage from another source.*

#### Work Activity and Unsubsidized WBL Components

Complete the tables below with information on Work Activity and each unsubsidized WBL component that the State agency intends to offer during the fiscal year. **If the State does not plan to offer one of the components in the table, please leave the cells blank.** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).

## Texas FFY 23 SNAP E&T State Plan

- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.



**Table G.XII. Work Experience: Work Activity**

<b>Details</b>	<b>Work Activity (WA)</b>
<p>Description of the component</p>	<p>The WA is available to all SNAP recipients who need help acquiring basic work skills and must:</p> <ul style="list-style-type: none"> <li>• occur in the workplace for a limited period;</li> <li>• occur in either the private for-profit, nonprofit, or public sectors; and</li> <li>• be paid or unpaid.</li> </ul> <p>The Work Activity is a type of paid or unpaid work experience that improves employability by providing participants opportunities to acquire skills, knowledge, and work habits necessary to obtain employment.</p> <p>TWC is working with Boards to increase participation in this component.</p> <p>Work Activity placements are tied to participant skills development needs and the needs of employers in the local board area. In areas such as manufacturing, healthcare, information technology and other skilled trades.</p> <p>Before the SNAP recipient enters the WA, Boards must ensure that Workforce Solutions Office staff determines that the WA is conducted in accordance with the Fair Labor Standards Act (FLSA).</p> <p>The level of effort for WA is the result of dividing the monthly SNAP benefit by the federal or state minimum wage (whichever is greater) to equal the number of hours of participation.</p>
<p>Target population</p>	<p>Any SNAP E&amp;T ABAWD or General Population recipient.</p>
<p>Criteria for participation</p>	<p>Necessary skills will depend on the activity and <b>may</b> include:</p> <ul style="list-style-type: none"> <li>• basic literacy and numeracy skills;</li> <li>• computer skills; and</li> <li>• soft skills, such as interpersonal abilities, multicultural awareness, and communication skills.</li> </ul> <p><b>Note:</b> Criteria for participation will vary by activity and WA provider.</p>

Geographic area	In full-service counties and in minimum-service counties if the SNAP recipient volunteers to participate in the program.
E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas.
Projected annual participation	14
Estimated annual component costs	\$16,232.44

**Table G.XIII. Work Experience: Internship**

Details	Internship (WBLI)
---------	-------------------

<p>Description of the component</p>	<p>Internship is a planned, structured learning experience that takes place in a workplace for a limited period of time.                      Internship may be paid or unpaid and is arranged within the private, public, or nonprofit sectors.</p> <p>Labor standards, such as those defined by the Fair Labor Standards Act, apply.</p> <p>Internship activities:</p> <ul style="list-style-type: none"> <li>• involve engagement with the tasks required in a given career field;</li> <li>• include specific training objectives aligned with curriculum and instruction; and</li> <li>• lead to regular employment.</li> </ul> <p>Boards have partnered with different employers across the state to provide opportunities for participants to learn new skills or hone the skills they already have.</p> <p>TWC is working with Boards to increase participation in this component.</p> <p>Internship placements are tied to participant skills development needs and the needs of employers in the local board area. In areas such as manufacturing, healthcare, information technology and other skilled trades.</p> <p>The level of effort is based on what the internship provider requires for completing the program. TWC estimates that participants in this component participate for an average of 20 hours per week.</p>
-------------------------------------	---

Texas FFY 23 SNAP E&T State Plan

Target population	ABAWDs and General Population SNAP recipients
Criteria for participation	<p>Necessary skills will depend on the internship and <b>may</b> include:</p> <ul style="list-style-type: none"> <li>• basic literacy and numeracy skills;</li> <li>• computer skills; and</li> <li>• soft skills, such as interpersonal abilities, multicultural awareness, and communication skills.</li> </ul> <p><b>Note:</b> Criteria for participation will vary by activity and employer.</p>
Geographic area	In full-service counties and in minimum-service counties if the SNAP recipient volunteers
E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas
Projected annual participation	9
Estimated annual component costs	\$10,435.14

**Table G.XIV. Work Experience: Pre-Apprenticeship**

Details	Pre-Apprenticeship (WBLPA)
Description of the component	<p>Pre-apprenticeship is connected to apprenticeship and helps satisfy the prerequisites for participation in an apprenticeship.</p> <p>Labor standards, such as those defined by the Fair Labor Standards Act, apply.</p> <p>Pre-Apprenticeship activities:</p> <ul style="list-style-type: none"> <li>• involve engagement with the skills or tasks required in a given career field;</li> <li>• include specific training objectives aligned with curriculum and instruction; and</li> <li>• lead to participation in an apprenticeship.</li> </ul> <p>Boards have already established pre-apprenticeships and TWC is working with Boards to expand pre-apprenticeship opportunities for participants.</p> <p>Pre-apprenticeship placements are tied to participant skills development needs and the needs of employers in the local board area. In areas such as manufacturing, healthcare, information technology and other skilled trades.</p> <p>The level of effort is based on what the pre-apprenticeship provider requires for completing the program. TWC estimates that participants in this component participate for an average of 20 hours per week.</p>
Target population	ABAWDs and General Population SNAP recipients
Criteria for participation	<p>Necessary skills will depend on the pre-apprenticeship and <b>may</b> include:</p> <ul style="list-style-type: none"> <li>• basic literacy and numeracy skills;</li> <li>• computer skills; and</li> <li>• soft skills such as interpersonal abilities, multicultural awareness, and communication skills.</li> </ul> <p><b>Note:</b> Criteria for participation will vary by activity and employer.</p>

Texas FFY 23 SNAP E&T State Plan

Geographic area	In full-service counties and in minimum-service counties if the SNAP recipient volunteers
-----------------	---

E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas
Projected annual participation	5
Estimated annual component costs	\$5,797.30

**Table G.XV. Work Experience: Apprenticeship**

Details	Apprenticeship (WBLA)
Description of the component	<p>Apprenticeship is an on-the-job training activity that is conducted under the supervision of an experienced worker with related classroom instruction.</p> <p>Labor standards, such as those defined by the Fair Labor Standards Act, apply.</p> <p>Apprenticeship activities:</p> <ul style="list-style-type: none"> <li>• may include completion of pre-apprenticeship training;</li> <li>• involve engagement with the skills or tasks required in a given career field;</li> <li>• include specific training objectives aligned with curriculum and instruction; and</li> <li>• lead to employment.</li> </ul> <p>TWC is currently working with DOL to create standards for a Nurse apprenticeship.</p> <p>TWC is also working with Boards to expand apprenticeship opportunities for participants.</p> <p>Apprenticeship placements are tied to participant skills development needs and the needs of employers in the local board area.</p> <p>The level of effort is based on what the apprenticeship provider requires for completing the program. TWC estimates that participants in this component participate for an average of 20 hours per week.</p>
Target population	ABAWDs and General Population SNAP recipients

Texas FFY 23 SNAP E&T State Plan

Criteria for participation	Necessary skills will depend on the apprenticeship and <b>may</b> include: <ul style="list-style-type: none"><li>• computer skills; and</li></ul>
----------------------------	---



Texas FFY 23 SNAP E&T State Plan

	<ul style="list-style-type: none"> <li>• soft skills, such as interpersonal abilities, multicultural awareness, and communication skills.</li> </ul> <p><b>Note:</b> Criteria for participation will vary by activity and employer.</p>
Geographic area	In full-service counties and in minimum-service counties if the SNAP recipient volunteers to participate in the program
E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas
Projected annual participation	7
Estimated annual component costs	\$8,116.22

**Table G.XVI. Work Experience: On-the-Job Training**

Details	On-the-Job-Training (WBLOJT)
Description of the component	<p>On-the-job training (OJT) provides participants an opportunity to “earn as they learn” in a hands-on environment and acquire career advancement skills to increase their chances for long-term employment.</p> <p>As Texas does not offer subsidized work-based learning, OJT is not paid with E&amp;T funding.</p> <p>Labor standards, such as those defined by the Fair Labor Standards Act, apply.</p> <p>Boards partner with employers to offer OJTs as appropriate. To increase the number of employers offering OJT, TWC’s Business Services Team and Employer Initiatives is working to inform Texas employers of the benefits of OJT for both participants and employers.</p> <p>OJT placements are tied to participant skills development needs and the needs of employers in the local board area and may vary based on customer goals and employer training opportunities.</p> <p>The level of effort is based on what the OJT provider requires for completing the program. TWC estimates that participants in this component participate an average of 20 hours per week.</p>
Target population	ABAWDs and General Population SNAP recipients
Criteria for participation	<p>Necessary skills will depend on the OJT and <b>may</b> include:</p> <ul style="list-style-type: none"> <li>• computer skills; and</li> <li>• soft skills such as interpersonal abilities, multicultural awareness, and communication skills.</li> </ul> <p><b>Note:</b> Criteria for participation will vary by activity and employer.</p>
Geographic area	In full-service counties and in minimum-service counties if the SNAP recipient volunteers to participate in the program
E&T providers	Contracted Workforce Solutions Office staff in the 28 workforce areas

Texas FFY 23 SNAP E&T State Plan

Projected annual participation	10
--------------------------------------	----

Estimated annual component costs	\$11,594.60
----------------------------------	-------------

**Table G.XVII. Work Experience: Transitional Jobs**

<b>Details</b>	<b>Transitional Jobs (WBLTJ)</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	

**Table G.XVIII. Work Experience: Work-based learning - Other**

<b>Details</b>	<b>Work-based learning - Other (WBLO): State agency must provide description</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	



## Subsidized WBL Components

*For assistance with developing the State’s E&T SWBL budget, please refer to the optional SWBL tool on the Operating Budget Excel Workbook.*

<b>For all of the included subsidized components, the State agency attests to the following:</b>	<b>Check Box</b>
Will pay the individual a wage at least equal to the State or Federal minimum wage, whichever is higher.	<input type="checkbox"/>
Operates in compliance with all applicable labor laws.	<input type="checkbox"/>
Will not displace or replace existing employment of individuals not participating in E&T.	<input type="checkbox"/>
Provides the same benefits and working conditions as non-E&T participants doing comparable work for comparable hours.	<input type="checkbox"/>

Complete the tables below with information on each subsidized WBL component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.
- **Length of time the SWBL will run.** Indicate the maximum number of hour participants can receive SWBL (e.g. 300 hours). Indicated if there is variation in how many hours will be offered to participants.
- **What other administrative costs, if any, will be associated with the SWBL.** Examples include workers compensation, payroll taxes paid by the employer, and costs, direct or indirect costs associated with training and administering the SWBL.

**Table G.XIX. Subsidized Work Experience: Internship – Subsidized by E&T**

<b>Details</b>	<b>Internship – Subsidized by E&amp;T (WBLI - SUB)</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

**Table G.XX. Subsidized Work Experience: Pre-Apprenticeship– Subsidized by E&T**

<b>Details</b>	<b>Pre-Apprenticeship– Subsidized by E&amp;T (WBLPA- SUB)</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	

Texas FFY 23 SNAP E&T State Plan

Other administrative costs associated with SWBL	
---	--



**Table G.XXI. Subsidized Work Experience: Apprenticeship – Subsidized by E&T**

<b>Details</b>	<b>Apprenticeship – Subsidized by E&amp;T (WBLA- SUB)</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

**Table G.XXII. Subsidized Work Experience: Transitional Jobs – Subsidized by E&T**

<b>Details</b>	<b>Transitional Jobs – Subsidized by E&amp;T (WBLTJ - SUB)</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	

Texas FFY 23 SNAP E&T State Plan

Other administrative costs associated with SWBL	
---	--

**Table G.XXIII. Subsidized Work Experience: Work-based learning - Other - Subsidized by E&T**

<b>Details</b>	<b>Work-based learning - Other -Subsidized by E&amp;T (WBLO - SUB): State agency must provide description)</b>
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

## H. Estimated Participant Levels

*Complete the Estimated Participant Levels sheet in the Excel Workbook projecting participation in E&T for the upcoming Federal FY. Use the numbers in the Excel Workbook as a reference to answer the question below.*

If less than 20% of E&T participants are expected to receive participant reimbursements, please provide an explanation.

N/A

## I. Contracts/Partnerships

*For each partner/contractor that receives more than 10% of the E&T operating budget, complete the table below. If all partners receive less than 10% of the budget, provide the information in the table for the five providers who receive the largest total amount of E&T funding. Partners are the entities that the State agency has contracted with or has agreements (MOUs or MOUAs) with for the delivery of E&T services. All partner contracts must be available for inspection by FNS as requested. (Note: All E&T partners and contracts will be included in the Contract and Partnership Matrix in the Operating Budget Excel Workbook.)*

**Table I.I. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	<b>TWC</b>
<b>Service Overview:</b>	TWC subcontracts with the Local Workforce Development Board that provides employment services
<b>Intermediary:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Texas FFY 23 SNAP E&T State Plan

<p><b>Components Offered:</b></p>	<ul style="list-style-type: none"> <li>* Case Management</li> <li>* Job Search Training</li> <li>* Supervised Job Search</li> <li>* Job Retention</li> <li>* Basic Education</li> <li>* Vocational Training</li> <li>* Workfare (ABAWDS)</li> <li>* Basic education services</li> <li>* Vocational Education</li> <li>* Work Activity</li> <li>* Work Experience (unsubsidized)               <ul style="list-style-type: none"> <li>* Internship</li> <li>* Pre-apprenticeship</li> <li>* Apprenticeship</li> <li>* On-the-job Training</li> </ul> </li> <li>* Co-enrollment in WIOA or TAA</li> </ul>
<p><b>Credentials Offered:</b></p>	<p>HVAC, CDL, Network Administrator, Medical Billing and Coding</p>
<p><b>Participant Reimbursements Offered:</b></p>	<ul style="list-style-type: none"> <li>* Gas Cards or Vouchers</li> <li>* Bus Passes</li> <li>* Automobile Repairs</li> <li>* Mileage Reimbursement (personal vehicles)</li> <li>* Taxicab/Rideshare Services</li> <li>* Shuttle or Van Services</li> <li>* Purchase of tires or automobile batteries</li> <li>* Driver's License Fees (including renewals)</li> <li>* High-School Equivalency Exams</li> <li>* Uniforms, clothing, personal safety items</li> </ul>

<b>Contract or Partner Name:</b>	<b>TWC</b>
	<ul style="list-style-type: none"> <li>* Licensing or Bonding Fees</li> <li>* Vision Needs</li> <li>* Short-Term Rental Assistance</li> <li>* Child Care</li> </ul>
<b>Location:</b>	State of Texas
<b>Target Population:</b>	ABAWDs and General Population SNAP recipients
<b>Monitoring of contractor:</b>	<p>HHSC will oversee TWC’s program and fiscal operations, including Third-Party Reimbursement (TPR) programs, by performing programmatic and fiscal monitoring reviews. HHSC will define data sources and utilize standard data collection methods so that findings are objectively verifiable to ensure program activities are conducted in compliance with all applicable Federal laws, rules, and regulations.</p> <p>HHSC will implement a strategy to identify and prioritize monitoring activities and establish a schedule to systematically track and report the status and progress of monitoring requirements conducted by the Texas Workforce Commission’s (TWC) Subrecipient Monitoring (SRM) group. HHSC monitoring activities will include, but not be limited to, onsite visits (direct) and desk reviews (indirect)</p> <p>As part of its programmatic monitoring, HHSC will review TWC’s service delivery system to determine if it is consistent with contract requirements, including outputs, outcomes, quality, and effectiveness of programs. Specifically, HHSC will review TWC’s program and fiscal monitoring reports of Board areas for compliance with process and outcome expectations, as identified in standards, rules, and contracts, to assess the quality of services provided and the degree to which the defined needs were met.</p> <p>By January 31, 2023, HHSC will develop</p>

	and implement quarterly desk reviews to
--	---

<b>Contract or Partner Name:</b>	<b>TWC</b>
	<p>track E&amp;T expenditures from the TWC and E&amp;T service providers. Desk reviews consist of examining a sample of invoices and supporting documentation received during the previous quarter. HHSC will evaluate whether the expenses are allowable and properly categorized to reflect the E&amp;T expense and funding source.</p> <p>If HHSC identifies deficiencies during the quarterly desk review, HHSC will implement TWC corrective action measures and monitor until TWC is compliant. In the event of misappropriation of funds, HHSC will recoup the funds from TWC.</p> <p>HHSC plans to have all TWC invoices and supportive documents uploaded to HHSC’s SharePoint site for record keeping purposes. In accordance with HHSC record retention policy, all invoices and documents have a seven-year post contract closure retention. Maintaining records in this manner ensures availability of invoices and supportive documents for review upon request.</p> <p>HHSC and TWC will discuss monitoring updates during the regularly scheduled HHSC/TWC bi-weekly governance meetings.</p>
<b>Ongoing communication with contractor:</b>	HHSC and TWC conduct meetings on a regular basis.
<b>Total Cost of Agreement:</b>	\$28,242,694
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No



**Table I.II. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	
<b>Service Overview:</b>	
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Components Offered:</b>	
<b>Credentials Offered:</b>	
<b>Participant Reimbursements Offered:</b>	
<b>Location:</b>	
<b>Target Population:</b>	
<b>Monitoring of contractor:</b>	
<b>Ongoing communication with contractor:</b>	
<b>Total Cost of Agreement:</b>	
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Table I.III. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	
<b>Service Overview:</b>	
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Components Offered:</b>	
<b>Credentials Offered:</b>	
<b>Participant Reimbursements Offered:</b>	
<b>Location:</b>	
<b>Target Population:</b>	
<b>Monitoring of contractor:</b>	
<b>Ongoing communication with contractor:</b>	
<b>Total Cost of Agreement:</b>	
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Table I.IV. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	
<b>Service Overview:</b>	
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Components Offered:</b>	
<b>Credentials Offered:</b>	
<b>Participant Reimbursements Offered:</b>	
<b>Location:</b>	
<b>Target Population:</b>	
<b>Monitoring of contractor:</b>	
<b>Ongoing communication with contractor:</b>	
<b>Total Cost of Agreement:</b>	
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Table I.V. Contractor/Partner Details**

<b>Contract or Partner Name:</b>	
<b>Service Overview:</b>	
<b>Intermediary:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Components Offered:</b>	
<b>Credentials Offered:</b>	
<b>Participant Reimbursements Offered:</b>	
<b>Location:</b>	
<b>Target Population:</b>	
<b>Monitoring of contractor:</b>	
<b>Ongoing communication with contractor:</b>	
<b>Total Cost of Agreement:</b>	
<b>Eligible for 75 percent reimbursement for E&amp;T Services for ITOs:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>New Partner:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

## J. Budget Narrative and Justification

*Provide a detailed budget narrative that explains and justifies each cost and clearly explains how the amount for each line item in the operating budget was determined. Note that the E&T State plan is a public document and must be made available to the public upon request, so the budget should not identify individual names or salaries that are not subject to public disclosure requirements. State agencies should note that the direct costs noted below are exclusively those attributed to the State and local SNAP agencies.*

**Table J.I. Direct Costs**

<p><b>Salary/Wages:</b> List staff positions in FTE and time spent on the project.                  Example: E&amp;T Program Manager - \$60,000 x .50 FTE = \$30,000                  5 E&amp;T Counselors - \$25,000 x 1.00 FTEs x 5 = \$125,000</p>	<p>The salaries and FTEs in HHSC’s contract with TWC reflect direct services supporting the contractual activities of the program  <u>Direct Services FTEs:</u>                  Program Specialist V - \$64,816 x 4.0 FTE= \$259,264                  Program Specialist VI -- \$57,699 x 2.0 FTE = \$115,398                   Manager V - \$94,606 x 1.0 FTE= \$94,606   <b>Total Direct FTEs and Salaries – 7.0 FTEs \$469,268.00</b></p>
<p><b>Fringe Benefits:</b> If charging fringe and benefits to the E&amp;T program, provide the approved fringe rate.</p>	<p>The estimated fringe rate is 32.52%. Based on the salaries shown above the Fringe Benefits equal \$152,606.</p>
<p><b>Contractual Costs:</b> All contracts and partnerships should be included in the “contracts and partnerships” matrix of the E&amp;T State Plan Operating Budget Workbook. Briefly summarize the type of services contractors/partners will provide, such as direct E&amp;T program services, IT services, consulting, etc.</p>	<p>Includes Provider contractual cost less Participant Reimbursement. \$27,742,694</p>
<p><b>Non-capital Equipment and Supplies:</b> Describe non-capital equipment and supplies to be purchased with E&amp;T funds.</p>	<p>This budget is for the purchase of items such as software, postage, and purchased contract services. \$2,000</p>

<p><b>Materials:</b> Describe materials to be purchased with E&amp;T funds.</p>	<p>None</p>
<p><b>Travel &amp; Staff Training:</b> Describe the purpose and frequency of staff travel charged to the E&amp;T program. This line item should not include E&amp;T participant reimbursements for transportation. Include planned staff training, including registration costs for training that will be charged to the E&amp;T grant.</p>	<p>The purpose of the travel will be to ensure staff are kept up to date on the program requirements and expectations. This cost can but is not limited to travel expenses, and registration fees This expense does not contain any E&amp;T participant reimbursement cost. This includes the cost for partners to attend the SNAP E&amp;T State Institute. \$9,682</p>
<p><b>Building/Space:</b> If charging building space to the E&amp;T program, describe the method used to calculate space value.</p>	<p>None</p>
<p><b>Equipment &amp; Other Capital Expenditures:</b> Describe equipment and other capital expenditures over \$5,000 per item that will be charged to the E&amp;T grant. (In accordance with 2 CFR 200.407, prior written approval from FNS is required.)</p>	<p>None</p>

**Indirect Costs.** 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 cognizant agency, include the approval letter as an attachment to the E&T State plan.

The \$67,466.00 calculated based on the FTEs is equivalent to 10.6940778497718% of the SNAP program direct costs.

**Participant Reimbursements (Non-Federal plus 50 percent Federal reimbursement).** Participant reimbursements should include the total participant reimbursement amount from the contracts/partners matrix of the E&T State Plan Operating Budget Excel Workbook, as well as any participant reimbursements the State agency plans to provide.

Texas FFY 23 SNAP E&T State Plan

This budget utilizes projections based on historical costs and projected expenditures.  
\$500,000.00

## Full- and Minimum-Service Counties

Board Name	County Name	FULL SERVICE	MINIMUM SERVICE
Alamo	Atascosa	✓	
Alamo	Bandera	✓	
Alamo	Bexar	✓	
Alamo	Comal	✓	
Alamo	Frio	✓	
Alamo	Gillespie	✓	
Alamo	Guadalupe	✓	
Alamo	Karnes	✓	
Alamo	Kendall	✓	
Alamo	Kerr	✓	
Alamo	Medina	✓	
Alamo	Wilson	✓	
Brazos Valley	Brazos	✓	
Brazos Valley	Burleson	✓	
Brazos Valley	Grimes	✓	
Brazos Valley	Leon	✓	
Brazos Valley	Madison	✓	
Brazos Valley	Robertson	✓	
Brazos Valley	Washington	✓	
Cameron County	Cameron	✓	
Capital Area	Travis	✓	
Central Texas	Bell	✓	
Central Texas	Coryell	✓	
Central Texas	Hamilton	✓	
Central Texas	Lampasas	✓	
Central Texas	Milam	✓	
Central Texas	Mills		✓
Central Texas	San Saba	✓	
Coastal Bend	Aransas	✓	
Coastal Bend	Bee	✓	
Coastal Bend	Brooks	✓	
Coastal Bend	Duval		✓
Coastal Bend	Jim Wells	✓	
Coastal Bend	Kenedy		✓
Coastal Bend	Kleberg	✓	
Coastal Bend	Live Oak		✓
Coastal Bend	McMullen		✓
Coastal Bend	Nueces	✓	
Coastal Bend	Refugio	✓	
Coastal Bend	San Patricio	✓	



Texas FFY 23 SNAP E&T State Plan

Board Name	County Name	FULL SERVICE	MINIMUM SERVICE
Concho Valley	Coke	✓	
Concho Valley	Concho	✓	
Concho Valley	Crockett	✓	
Concho Valley	Irion	✓	
Concho Valley	Kimble	✓	
Concho Valley	Mason	✓	
Concho Valley	McCulloch	✓	
Concho Valley	Menard	✓	
Concho Valley	Reagan	✓	
Concho Valley	Schleicher	✓	
Concho Valley	Sterling	✓	
Concho Valley	Sutton	✓	
Concho Valley	Tom Green	✓	
Dallas	Dallas	✓	
Deep East Texas	Angelina	✓	
Deep East Texas	Houston	✓	
Deep East Texas	Jasper	✓	
Deep East Texas	Nacogdoches	✓	
Deep East Texas	Newton		✓
Deep East Texas	Polk	✓	
Deep East Texas	Sabine	✓	
Deep East Texas	San Augustine		✓
Deep East Texas	San Jacinto	✓	
Deep East Texas	Shelby	✓	
Deep East Texas	Trinity	✓	
Deep East Texas	Tyler	✓	
East Texas	Anderson	✓	
East Texas	Camp	✓	
East Texas	Cherokee	✓	
East Texas	Gregg	✓	
East Texas	Harrison	✓	
East Texas	Henderson	✓	
East Texas	Marion	✓	
East Texas	Panola	✓	
East Texas	Rains	✓	
East Texas	Rusk	✓	
East Texas	Smith	✓	
East Texas	Upshur	✓	
East Texas	Van Zandt	✓	
East Texas	Wood	✓	



Texas FFY 23 SNAP E&T State Plan

Board Name	County Name	FULL SERVICE	MINIMUM SERVICE
Golden Crescent	Calhoun	✓	
Golden Crescent	DeWitt	✓	
Golden Crescent	Goliad	✓	
Golden Crescent	Gonzales	✓	
Golden Crescent	Jackson	✓	
Golden Crescent	Lavaca	✓	
Golden Crescent	Victoria	✓	
Gulf Coast	Austin	✓	
Gulf Coast	Brazoria	✓	
Gulf Coast	Chambers	✓	
Gulf Coast	Colorado	✓	
Gulf Coast	Fort Bend	✓	
Gulf Coast	Galveston	✓	
Gulf Coast	Harris	✓	
Gulf Coast	Liberty	✓	
Gulf Coast	Matagorda	✓	
Gulf Coast	Montgomery	✓	
Gulf Coast	Walker	✓	
Gulf Coast	Waller	✓	
Gulf Coast	Wharton	✓	
Heart of Texas	Bosque	✓	
Heart of Texas	Falls	✓	
Heart of Texas	Freestone	✓	
Heart of Texas	Hill	✓	
Heart of Texas	Limestone	✓	
Heart of Texas	McLennan	✓	
Lower Rio Grande Valley	Hidalgo	✓	
Lower Rio Grande Valley	Starr	✓	
Lower Rio Grande Valley	Willacy	✓	
Middle Rio Grande	Dimmit	✓	
Middle Rio Grande	Edwards	✓	
Middle Rio Grande	Kinney	✓	
Middle Rio Grande	LaSalle	✓	
Middle Rio Grande	Maverick	✓	
Middle Rio Grande	Real	✓	
Middle Rio Grande	Uvalde	✓	
Middle Rio Grande	Val Verde	✓	
Middle Rio Grande	Zavala	✓	

Texas FFY 23 SNAP E&T State Plan

Board Name	County Name	FULL SERVICE	MINIMUM SERVICE
North Central	Collin	✓	
North Central	Denton	✓	
North Central	Ellis	✓	
North Central	Erath	✓	
North Central	Hood	✓	
North Central	Hunt	✓	
North Central	Johnson	✓	
North Central	Kaufman	✓	
North Central	Navarro	✓	
North Central	Palo Pinto	✓	
North Central	Parker	✓	
North Central	Rockwall	✓	
North Central	Somervell	✓	
North Central	Wise	✓	
North East	Bowie	✓	
North East	Cass	✓	
North East	Delta	✓	
North East	Franklin	✓	
North East	Hopkins	✓	
North East	Lamar	✓	
North East	Morris	✓	
North East	Red River	✓	
North East	Titus	✓	
North Texas	Archer	✓	
North Texas	Baylor	✓	
North Texas	Clay	✓	
North Texas	Cottle	✓	
North Texas	Foard	✓	
North Texas	Hardeman	✓	
North Texas	Jack	✓	
North Texas	Montague	✓	
North Texas	Wichita	✓	
North Texas	Wilbarger	✓	
North Texas	Young	✓	

Texas FFY 23 SNAP E&T State Plan

Board Name	County Name	FULL SERVICE	MINIMUM SERVICE
Panhandle	Armstrong		✓
Panhandle	Briscoe		✓
Panhandle	Carson		✓
Panhandle	Castro	✓	
Panhandle	Childress	✓	
Panhandle	Collingsworth		✓
Panhandle	Dallam		✓
Panhandle	Deaf Smith	✓	
Panhandle	Donley		✓
Panhandle	Gray		✓
Panhandle	Hall		✓
Panhandle	Hansford		✓
Panhandle	Hartley		✓
Panhandle	Hemphill		✓
Panhandle	Hutchinson	✓	
Panhandle	Lipscomb		✓
Panhandle	Moore	✓	
Panhandle	Ochiltree	✓	
Panhandle	Oldham		✓
Panhandle	Parmer		✓
Panhandle	Potter	✓	
Panhandle	Randall	✓	
Panhandle	Roberts		✓
Panhandle	Sherman		✓
Panhandle	Swisher		✓
Panhandle	Wheeler		✓

Texas FFY 23 SNAP E&T State Plan

Board Name	County Name	FULL SERVICE	MINIMUM SERVICE
Permian Basin	Andrews		✓
Permian Basin	Borden		✓
Permian Basin	Crane		✓
Permian Basin	Dawson	✓	
Permian Basin	Ector	✓	
Permian Basin	Gaines		✓
Permian Basin	Glasscock		✓
Permian Basin	Howard	✓	
Permian Basin	Loving		✓
Permian Basin	Martin		✓
Permian Basin	Midland	✓	
Permian Basin	Pecos	✓	
Permian Basin	Reeves	✓	
Permian Basin	Terrell		✓
Permian Basin	Upton		✓
Permian Basin	Ward	✓	
Permian Basin	Winkler		✓
Rural Capital	Bastrop	✓	
Rural Capital	Blanco	✓	
Rural Capital	Burnet	✓	
Rural Capital	Caldwell	✓	
Rural Capital	Fayette	✓	
Rural Capital	Hays	✓	
Rural Capital	Lee	✓	
Rural Capital	Llano	✓	
Rural Capital	Williamson	✓	
South Plains	Bailey	✓	
South Plains	Cochran		✓
South Plains	Crosby		✓
South Plains	Dickens		✓
South Plains	Floyd		✓
South Plains	Garza	✓	
South Plains	Hale	✓	
South Plains	Hockley	✓	
South Plains	King		✓
South Plains	Lamb	✓	
South Plains	Lubbock	✓	
South Plains	Lynn		✓
South Plains	Motley		✓
South Plains	Terry	✓	
South Plains	Yoakum		✓

Texas FFY 23 SNAP E&T State Plan

Board Name	County Name	FULL SERVICE	MINIMUM SERVICE
South Texas	Jim Hogg	✓	
South Texas	Webb	✓	
South Texas	Zapata	✓	
Southeast Texas	Hardin	✓	
Southeast Texas	Jefferson	✓	
Southeast Texas	Orange	✓	
Tarrant County	Tarrant	✓	
Texoma	Cooke	✓	
Texoma	Fannin	✓	
Texoma	Grayson	✓	
Upper Rio Grande	Brewster	✓	
Upper Rio Grande	Culberson	✓	
Upper Rio Grande	El Paso	✓	
Upper Rio Grande	Hudspeth		✓
Upper Rio Grande	Jeff Davis		✓
Upper Rio Grande	Presidio	✓	
West Central	Brown	✓	
West Central	Callahan		✓
West Central	Coleman	✓	
West Central	Comanche	✓	
West Central	Eastland	✓	
West Central	Fisher		✓
West Central	Haskell	✓	
West Central	Jones	✓	
West Central	Kent		✓
West Central	Knox		✓
West Central	Mitchell	✓	
West Central	Nolan	✓	
West Central	Runnels	✓	
West Central	Scurry	✓	
West Central	Shackelford		✓
West Central	Stephens	✓	
West Central	Stonewall		✓
West Central	Taylor	✓	
West Central	Throckmorton		✓

