

SNAP/TANF Program Policy Manual

Transmittal # 4

2019

SECTION	SECTION TITLE	CHANGES MADE	MONTH
2540.10.00	TANF and SNAP Activities (S,C,I)	Added the section reference number for Job Readiness	JANUARY 2019
2540.10.15	Job Search (S,C,I)	ABAWD clarification regarding Job Readiness can be included with Job Search as part of the CWEP assignment during the first 30 days, prior to placement at a CWEP site.	JANUARY 2019
2550.40.00	CCDF Child Care for SNAP Recipients (S,I)	Clarified supportive services including child care are not allowed to support employment obtained prior to IMPACT participation.	JANUARY 2019
2438.50.25.10	Ending a Voluntary Quit/Reduction Disqualification (S)	Clarified policy to reflect appropriate criteria for ending a Voluntary Quit/Reduction disqualification.	JANUARY 2019
1425.00.00	Confidentiality	Updated to include that a case may be transferred to another RCC for processing.	FEBRUARY 2019
2510.00.00	Applicant Services (C,I)	Clarified that self-employment is not a countable activity for AJS	FEBRUARY 2019
2550.00.00	IMPACT Supportive Services (S,C,I)	Clarified that supportive services received from other agencies cannot be duplicated while participating in IMPACT	FEBRUARY 2019
2540.10.00 a	TANF and SNAP IMPACT Activities (S,C,I)	Clarified FSSA funded job skills training is a core activity for TANF	FEBRUARY 2019
2540.10.30.10	Determining CWEP Participation Hours (S,C,I)	Clarified the weekly determination of CWEP hours for SNAP	FEBRUARY 2019

3020.00.00	Utility Standards	Updated with new SUA amounts beginning 5/1/19 also clarified language and formatting of policy	MARCH 2019
2525.05.00	Assessment Time Frames (S,C,I)	Clarified the initial referral should provide the opportunity for the appointment to be completed within 10 days of referral.	APRIL 2019
2530.00.00	Self-Sufficiency Plans (S,C,I)	Clarified the SSPs shall be completed within 30 days of referral	APRIL 2019
2540.10.00	TANF and SNAP IMPACT Activities (S,C,I)	Clarified SNAP volunteers should be scheduled for no less than 12 hours a month in an activity except CWEP	MAY 2019
2530.05.05	Self-Sufficiency Plan Development and Contents (S,C,I)	Clarified ABAWDS are to be scheduled for 20 hours a week in qualifying IMPACT activities except CWEP	MAY 2019
2515.00.00	Case Management (S,C,I)	Clarified IMPACT activities/services end when the SNAP AG closes. No further E&T funds are permitted to be used. The only exception is if the AG was receiving SNAP in the month of or month prior to when job retention services begin.	MAY 2019
2525.10.00	Assessing Strengths and Barriers to SelfSufficiency (S,C,I)	Clarified IMPACT staff will refer an ABAWD to eligibility staff for further screening and case action if the fitness for work issue is observable.	MAY 2019
2450.00.00	Personal Responsibility Agreement (C)	Clarified wording re: sending out the PRA when the interview is completed by phone.	MAY 2019
2550.40.00	CCDF Child Care For SNAP Recipients (S,I)	Removed references to ICES screens being attached to the revised referral.	JULY 2019
2550.45.05	Priority Child Care Referrals (C,I)	Removed references to ICES screens being attached to the revised referral.	JULY 2019

2510.00.00	Applicant Services (C,I)	Clarified language based on the revised CCDF referral form.	JULY 2019
2545.10.00	IMPACT Good Cause Determination (C,I)	Added the list of medical professional designations.	JULY 2019
2510.00.00 30	Applicant Services (C,I)	If the AJS box is checked on the referral, there will be no TANF benefit amount entered. General Comment's section will indicate 30 hours of child care on all AJS referrals. Corrected the numbering of the steps.	AUGUST 2019
2550.45.05	Priority Child Care Referrals (C,I)	If the TANF benefit amount is zero, must enter a zero in the 'Current TANF benefit amount' section to clarify	AUGUST 2019
3010.05.00, 3010.05.05	Income Standards	Updated standards due to new Cost of Living Adjustments being released effective 10/1/2019.	AUGUST 2019
3025.10.00	Standard Deduction (S)	Updated standards due to new Cost of Living Adjustments being released effective 10/1/2019.	AUGUST 2019
3025.15.00	Excess Shelter Expense Deduction (S)	Updated excess shelter expense deduction amount due to new Cost of Living Adjustments being released effective 10/1/2019.	AUGUST 2019
3050.05.00	Maximum Benefits (S)	Updated maximum allotments amounts due to new Cost of Living Adjustments being released effective 10/1/2019.	AUGUST 2019
3445.40.00	SNAP Benefit Level (S)	Updated minimum allotment due to new Cost of Living Adjustments being released effective 10/1/2019.	AUGUST 2019
4620.05.05.05	Determining the First Month of Over-Issuance (C)	Adds an additional exemption to the standard policy.	SEPTEMBER 2019
2540.10.00	TANF and SNAP IMPACT Activities (S,C,I)	Replaced job skills assessment with employability assessment.	SEPTEMBER 2019
2525.10.00	Assessing Strengths and Barriers to Self-Sufficiency (S,C,I)	Updated the section and added reference to the SF 56673, SNAP IMPACT Reporting Requirements	OCTOBER 2019

		Notification to be signed by all SNAP participants.	
2515.00.00	Case Management (S,C,I)	Case management services are required for all SNAP E&T participants.	OCTOBER 2019
2540.10.	Job Search (S,C,I)	Supervised job search is required for all SNAP E&T participants.	OCTOBER 2019
2530.05.05	Self-Sufficiency Plan Development and Contents (S,C,I)	Added reference to SNAP supervised job search.	OCTOBER 2019
2540.10.30	IMPACT Community Work Experience Program-CWEP(S,C,I)	Added reference to SNAP supervised job search.	OCTOBER 2019
2540.10.65	Educational (Academic) Activities (S,C,I)	Added reference to SNAP supervised job search.	OCTOBER 2019
2540.10.65.05	High School Equivalency Diploma-HSE (S,C,I)	Added reference to SNAP supervised job search.	OCTOBER 2019
2540.10.65.10	High School (S,C,I)	Added reference to SNAP supervised job search.	OCTOBER 2019
2540.10.65.15	Adult Basic Education-ABE (S,C,I)	Added reference to SNAP supervised job search.	OCTOBER 2019
2540.10.65.20	English as Second Language-ESL (S,C,I)	Added reference to SNAP supervised job search.	OCTOBER 2019
2400, 2800, 3400		Striker Income clarification	OCTOBER 2019
2530.05.05	Self Sufficiency Plan Development and Contents	Updated the section based on the revised SSPs and detailed changes	NOVEMBER 2019
3210.25.20	Felony Drug Conviction	Added information regarding new drug felon policy effective 1/1/2020.	NOVEMBER 2019
4620.15.00	Claim Thresholds	Updated QC claim threshold info	DECEMBER 2019