



## SNAP E&T in Louisiana

- ✔ SNAP E&T helps SNAP recipients gain the skills, training, or work experience they need for employment, increased self-sufficiency, prosperity, and lower reliance on SNAP benefits.
- ✔ SNAP E&T participants gain access to a package of services that includes case management, employment, training activities and supportive services.
- ✔ SNAP E&T services are provided by State contracted partners.

## Who is Eligible for SNAP E&T?

- ✔ SNAP recipients or those listed on the recipient's case in a month they participate in the SNAP E&T component
- ✔ Must not be receiving TANF cash assistance
- ✔ Must be able to work upon program completion

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the agency (state or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (833) 620-1071, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to:

- 1. mail:**  
Food and Nutrition Service, USDA  
1320 Braddock Place, Room 334  
Alexandria, VA 22314; or
- 2. fax:**  
(833) 256-1665 or (202) 690-7442; or
- 3. email:**  
[FNCSIVILRIGHTSCOMPLAINTS@usda.gov](mailto:FNCSIVILRIGHTSCOMPLAINTS@usda.gov)

This institution is an equal opportunity provider.

**For additional information about SNAP Employment & Training, visit [www.dcfssnapet.com](http://www.dcfssnapet.com) or email [DCFSSNAPE&T@la.gov](mailto:DCFSSNAPE&T@la.gov).**



## BECOMING A Supplemental Nutrition Assistance Program Employment & Training (SNAP E&T) Partner

## SNAP E&T Components

### Employment and Training Program Components

- Educational programs directly linked to employment
- Job Search Training
- On-The-Job Training to include an Internship, on the Job Training and Pre-apprenticeship/ apprenticeship
- Job Retention (for 90 days post-employment)

### Case Management

- Comprehensive Assessment for employment and training needs/interests/skills to develop an employment plan
- Verification of SNAP eligibility
- Consent to participate in the SNAP E&T program

### Supportive Services

- Reasonably necessary and directly related to participation in employment and training activities. Examples:
  - » Dependent care costs
  - » Safety equipment
  - » Supplies & books
  - » Uniforms
  - » Tuition
  - » Transportation



### SNAP E&T Funding:

**These funds are primarily used to fund State agencies, there may be an opportunity to use them in these other ways.**

#### E&T Program Grant (100% funding)

- Federal formula-based grants to states to plan, implement, and operate SNAP E&T services
- All states receive 100 percent funding
- Some states do not spend their full allocations. Remaining dollars may be reallocated to other states
- Can be used to pay for

#### Administrative Expenses such as:

- » DCFS staffing and overall planning, implementation, and operations
- » State Contracted Partner provider administrative expenses approved by the State

#### Direct Program Expenses other than participant reimbursements such as:

- » Tuition and fees
- » Case management/career navigation
- » Job development

### 50% Reimbursement (50/50 Funds)

- Reimbursement grants (50 cents per dollar obligated) for SNAP E&T program costs exceeding those covered by 100 percent funds or for supportive services provided to participants to increase capacity for current services
- Funds eligible for reimbursement can include state or local funds OR non-federal funds put up by organizations contracted by states to offer E&T services
- Can be used for administrative expenses and other direct program expenses as mentioned in the 100% funding
- Can be used to pay for participant expenses (supportive services) that are reasonably necessary and directly related to program participation including:
  - » Transportation
  - » Dependent care
  - » Books, equipment and supplies related to training
  - » Licensing fee
  - » Tuition

*\*All contracted partners are required to offer supportive services*



**Federally-recognized tribes and State-recognized tribes who administer E&T programs are reimbursed 75% of all approved administrative costs.**