



Contents

A. Cover Page and Authorized Signatures	4
B. Amendment Log	5
C. Acronyms	6
D. Assurances	7
E. State E&T Program, Operations, and Policy	9
I. Summary of E&T Program	9
II. Program Changes	11
III. Consultation and Coordination with the Workforce Development System	14
Consultation	15
Coordination.....	16
IV. Consultation with Indian Tribal Organizations (ITOs)	19
V. Utilization of State Options	20
VI. Characteristics of Individuals Served by E&T.....	21
VII. Organizational Relationships.....	22
VIII. Screening for Work Registration	26
IX. Screening for Referral to E&T	27
X. Referral to E&T	29
XI. Assessment.....	31
XII. Case Management Services	32
XIII. Conciliation Process (if applicable)	34
XIV. Disqualification Policy for General Work Requirements	34
XV. Good Cause	36
XVI. Provider Determinations.....	38
XVII. Participant Reimbursements	39
Participant Reimbursement Details	39
XVIII. Work Registrant Data	43
XIX. Outcome Reporting Measures	43
National Reporting Measures.....	43
State Component Reporting Measures	44
F. Pledge to Serve All At-Risk ABAWDs (if applicable)	51
G. Component Detail	55

I.	Non-Education, Non-Work Components	55
II.	Educational Programs	62
III.	Work Experience (WE).....	71
	Work Activity and Unsubsidized WBL Components	71
	Subsidized WBL Components	83
H.	Estimated Participant Levels	101
I.	Contracts/Partnerships	102
J.	Budget Narrative and Justification	104

Tables

Table B.I.	Amendment Log.....	5
Table C.I.	Acronyms.....	6
Table D.I.	Assurances	7
Table D.II.	Additional Assurances.....	8
Table E.I.	Estimates of Participant Reimbursements	39
Table E.II.	Participant Reimbursement Details	40
Table E.III.	National Reporting Measures.....	43
Table E.IV.	Component Outcome Measures.....	45
Table F.I.	Pledge Assurances	51
Table F.II.	Information about the size of the ABAWD population	53
Table F.III.	Available Qualifying Activities.....	54
Table F.IV.	Estimated cost to fulfill the pledge	54
Table G.I.	Non-Education, Non-Work Component Details: Supervised Job Search	57
Table G.II.	Non-Education, Non-Work Component Details: Job Search Training	57
Table G.III.	Non-Education, Non-Work Component Details: Job Retention.....	59
Table G.IV.	Non-Education, Non-Work Component Details: Self-Employment Training	60
Table G.V.	Non-Education, Non-Work Component Details: Workfare	61
Table G.VI.	Educational Program Details: Basic/Foundational Skills Instruction	63
Table G.VII.	Educational Program Details: Career/Technical Education Programs or other Vocational Training	64
Table G.VIII.	Educational Program Details: English Language Acquisition.....	66
Table G.IX.	Educational Program Details: Integrated Education and Training/Bridge Programs	67
Table G.X.	Educational Program Details: Work Readiness Training	67
Table G.XI.	Educational Program Details: Other	69
Table G.XII.	Work Experience: Work Activity	72
Table G.XIII.	Work Experience: Internship	72
Table G.XIV.	Work Experience: Pre-Apprenticeship.....	75
Table G.XV.	Work Experience: Apprenticeship	75
Table G.XVI.	Work Experience: On-the-Job Training	78
Table G.XVII.	Work Experience: Transitional Jobs	80
Table G.XVIII.	Work Experience: Work-based learning - Other	82

Table G.XIX.	Subsidized Work Experience: Internship – Subsidized by E&T	84
Table G.XX.	Subsidized Work Experience: Pre-Apprenticeship– Subsidized by E&T	86
Table G.XXI.	Subsidized Work Experience: Apprenticeship – Subsidized by E&T	87
Table G.XXII.	Subsidized Work Experience: Transitional Jobs – Subsidized by E&T	91
Table G.XXIII.	Subsidized Work Experience: Work-based learning - Other - Subsidized by E&T	100
Table I.I.	Contractor/Partner Details	102
Table I.II.	Contractor/Partner Details	Error! Bookmark not defined.
Table I.III.	Contractor/Partner Details	Error! Bookmark not defined.
Table I.IV.	Contractor/Partner Details	Error! Bookmark not defined.
Table I.V.	Contractor/Partner Details	Error! Bookmark not defined.
Table J.I.	Direct Costs	104

A. Cover Page and Authorized Signatures

State: Louisiana

State Agency Name: Department of Children & Family Services

Federal FY: 2025

Date Submitted to FNS (revise to reflect subsequent amendments): Click or tap here to enter text.

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

Name	Title	Phone	Email
Sammy Guillory	Assistant Secretary, Division of Family Support	225-270-5444	Sammy.Guillory.DCFS@LA.GOV
Lorrie Briggs	Deputy Assistant Secretary, Workforce Development	337-344-9676	Lorrie.Briggs.DCFS@LA.GOV
Katreena Moses	Director of Workforce Development	225-342-9271	Katreena.Moses.DCFS@LA.GOV
Robertine Stewart	Workforce Development Manager 3	225-219-9508	Robertine.BurchellStewart.DCFS@LA.GOV
Ricardo Williams	SNAP E&T Workforce Development Manager 2	225-252-1534	Ricardo.Williams.DCFS@LA.GOV
Christopher Steward	SNAP E&T Workforce Development Consultant	985-858-2957	Christopher.Steward.DCFS@LA.GOV
Tammy Wallace	SNAP E&T Workforce Development Consultant	337-258-7034	Tammy.Wallace.DCFS@LA.GOV

Certified By:

Lorrie Briggs

State Agency Director (or Commissioner)

08/16/2024 | 2:43 PM CDT

Date

Certified By:

Sammy Guillory

State Agency Fiscal Reviewer

08/21/2024

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

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

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
LITE	Louisiana Integrated Technology for Eligibility
HIRE	Helping Individuals Reach Employment
DCFS	Department of Children and Family Services
LCTCS	Louisiana Community and Technical College System
STEP	Strategies To Empower People
MWR	Mandatory Work Registrant
POMR	Performance Outcome Measures Report
CSE E&T	Child Support Enforcement Employment and Training
PTE	Pathways to Employment

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

Check the box to indicate you have read and understand each statement.	Check Box
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>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.</p>	<p>Check Box</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&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&T State Plan which affect them; submit for comment all portions of the E&T State Plan that affect the Indian Tribal Organization (ITO); if appropriate and to the extent practicable, include ITO suggestions in the E&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

- a) 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.

The Louisiana Department of Children and Family Services (DCFS) is working to keep children safe, helping individuals and families become self-sufficient, and providing safe refuge during disasters. The Workforce Development Section within DCFS administers the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) program. The Workforce Development Division provides FITAP, SNAP, and CSE participants with assessment, supportive services, education, and training to develop the skills necessary to obtain and retain employment to aid in self-sufficiency. The goals are to provide administration and support for programming that delivers education and training to FITAP, SNAP, and CSE recipients. The programming will enable the recipients to transition from being dependent on public assistance to being work-ready. In addition, ensure staff have adequate resources to carry forth the development of services/contracts with community partners capable of meeting the needs of participants.

Louisiana's SNAP E&T program is a state-administered program with providers in most metropolitan areas with intent to expand throughout the state for SNAP eligible individuals who volunteer to participate. The Workforce Development Section prioritizes the value of education, training, skill development and building while considering individuals' many barriers and overall needs. These activities includes assistance with searching for a job, life skills, coaching, case management, vocational education, work experience, and job retention.

This plan presents Louisiana's proposal to use grant funding to meet the SNAP E&T requirements of the Food and Nutrition Act of 2008 and utilize 50/50 federal funds to serve participants in defined areas of the state as outlined in this plan hereinafter referred to as SNAP E&T. Policies are defined in Chapter 4 of the DCFS Policy Management System, SNAP E&T Providers Handbook, and the Louisiana Administrative Code-Title 67, Social Services.

Louisiana intends to meet the E&T requirements through contractual agreements with SNAP E&T Providers, where available. Volunteers who do not participate will not be sanctioned for failure to cooperate with the volunteer program.

Louisiana has one (1) intermediary, United Way of Southeast Louisiana and thirty-six (36) contracted partners, which provide voluntary SNAP E&T services to SNAP recipients who are self-initiated. Voluntary SNAP E&T services are offered at AimHigh Education, Ben D. Johnson Educational Center, Reconcile of New Orleans, Calcasieu Parish Police Jury, Center for Employment Opportunities, CodeX Academy, Elise Phlebotomy, Goodwill of North Louisiana, Goodwill of Southeast Louisiana, Grace House, HOPE Ministries, Louisiana Community Technical College System, Liberty's Kitchen, Louisiana Green Corps, Mission Rebirth, New Orleans Mission, New Orleans Women and Children's Shelter, New Orleans Career Center, New Opportunities Vision Achievement, Operation Restoration, Operation Spark, Petra College, Propel America, St. Vincent De Paul, Thrive NOLA, Youth Empowerment, The Walls Project, The First 72+, Rosebud Inc., Pivot Tech School, National Driving Academy, Faith and Fostering, Evolve Family Life Services, Durham Transport, Axom Development, and Accomplished Learning Services.

The SNAP E&T provider services are aligned to industry and employer career paths. Options include high-demand careers in hospitality, construction, healthcare, information technology, infrastructure, and others.

DCFS collaborates with Unite Us which is an online platform for individuals to be referred for wrap-around services. In addition, some SNAP E&T providers are currently active or utilizing the platform as another form of direct referrals or other services for health and social care.

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

Louisiana's E&T program is administered at the State level.

c) (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

d) 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.

Louisiana's SNAP E&T program is voluntary and a state-administered program with providers in most of the metropolitan areas with the intent to continue statewide expansion to all metro and rural regions throughout the state for SNAP eligible individuals who volunteer to participate. A select number of providers offer virtual components to meet the needs of participants in hard to reach areas of the State, these providers include AimHigh Education, CodeX Academy, Operation Spark, Elise Phlebotomy, Pivot Technology School.

e) Provide a list of the components offered.

- Job Search Training
- Job Retention
- Education – Basic/Foundational Skills Instruction
- Education – Career/Technical Education Programs or Other Vocational Training
- Education – Work Readiness Training
- Work Experience – Internship
- Work Experience – Apprenticeship
- Work Experience – On-the-Job Training
- Work Experience – Transitional Jobs
- Work Experience – Internship Subsidized by E&T
- Work Experience - Apprenticeship Subsidized by E&T
- Work Experience – Transitional Jobs Subsidized by E&T

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

Policy resources include:

- Chapter 4 of the DCFS Policy Management System
 - <https://public.powerdms.com/LADCFS/tree/documents/398689>
 - <https://public.powerdms.com/LADCFS/tree/documents/398513>
 - <https://public.powerdms.com/LADCFS/tree/documents/398628>
 - <https://public.powerdms.com/LADCFS/tree/documents/398540>
 - <https://public.powerdms.com/LADCFS/tree/documents/398733>
 - <https://public.powerdms.com/LADCFS/tree/documents/398565>
- SNAP E&T Providers Handbook (not available online)
- Louisiana Administrative Code-Title 67, Social Services
 - <https://www.doa.la.gov/media/tp3lmkyg/67.pdf>
- SNAP E&T website
 - <https://www.dcf.louisiana.gov/page/snap-et>

II. Program Changes

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

a) 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.

On September 30, 2023, Louisiana's statewide ABAWD waiver expired. DCFS currently have a partial ABAWD waiver until September 30, 2024 that covers 33 of Louisiana's 64 parishes. The 33 parishes include Assumption, Avoyelles, Bienville, Catahoula, Claiborne, Concordia, East Carroll, Evangeline, Franklin, Iberia, Iberville, Jefferson, Madison, Morehouse, Orleans, Ouachita, Plaquemines, Pointe Coupee, Richland, St. Bernard, St. Helena, St. James, St. John the Baptist, St. Landry, St. Martin, St. Mary, Tangipahoa, Tensas, Terrebonne, Union, Washington, West Carroll, and Winn. At the expiration of the waiver, DCFS will not pursue another. DCFS SNAP E&T will provide appropriate training to SNAP E&T program providers, volunteer agencies and entities who service ABAWDs to ensure awareness of ABAWD procedures.

DCFS will host its second annual in-person SNAP E&T provider training and on-boarding with all SNAP E&T Providers on October 8-9, 2024 in Baton Rouge, LA for the incoming Federal Fiscal Year 2025.

DCFS will be discontinuing partnerships with Escape From Poverty, YWCA Baton Rouge, WE R CPR, Café Hope, Covenant House, Family Reach Alliance, Hustle and Grow, Community Helpers Early Learning Professionals, and New Orleans Family Justice Center. DCFS will be partnering with 10 new providers namely Evolve Family Life Services, The Walls Project, National Driving Academy, Axom Development, Durham Transport, Rosebud Incorporated, Faith and Fostering, Pivot Technology School, Accomplished Learning Services and The First 72+.

- Evolve Family Life Services: Provides education and vocational training in the areas of Basic Foundational Skills, Career Technical/Other Vocational and Workforce Readiness Training. In addition, Evolve offers Job Retention, Job Search Training, Work Experience Internship/On the Job Training/Transitional. EVOLVE Family Life Services' main purpose is to bring resources skills and life-changing opportunities to at-risk youth, young adults, and residents in our community. This is done through mentoring, counseling, apprenticeship training, career skills training and educational support.
- The Walls Project: Provides initial skills-based assessments to ensure participants of the program are properly placed in a course curriculum beneficial to their needs. The Walls Project provides beginner and advanced web development courses, allowing students to build portfolio pieces to secure work experience and showcase learned skill sets to potential employers and clients. Along with the course curriculum, The Walls Project offers workshops that allow students of any digital level to select

additional learning pathways to discover what sides of technology fit their interests and talents such as, basic digital literacy, introductions to technology careers, resume development for tech industries, interview practice, and website building for businesses.

- National Driving Academy Provides a comprehensive 4-week training program for individuals aged 18 and above who hold a valid driver's license and high school diploma or GED. The program prepares students for Class A, B, or C commercial driver's licenses, including job placement assistance upon completion. Requirements include passing all necessary tests, obtaining a clean driving record, undergoing a D.O.T. physical, and meeting specific age and testing criteria depending on the desired license class.
- Axom Development: Provides a holistic support services approach along with guidance through a comprehensive case management process to empower participants in achieving sustainable economic independence, develops and implements a comprehensive curriculum encompassing construction, renewable energy, fiber optics training, and trenchless technology to provide participants with specialized technical skills and knowledge to increase self-sufficiency, employability and career advancement opportunities.
- Durham Transport: Provides low student to instructor ratio training in the commercial driving industry with a focus on obtaining CDL Class A and B Licensure, provides case management to monitor progress and time/attendance, Education with Career Technical Education Programs to assist in eliminating the crime rate in targeted areas due to lack of funds and areas of interest and engagement.
- Rosebud Incorporated: Provides CNA training tailored to provide students with classroom training and on the job training (clinicals) in the role of a Certified Nursing Assistant. In addition, the program provides each student with case management that includes coaching, mentoring, assistance in resume writing and interview preparation to prepare them to successfully secure a job as a CNA. Through various community partners and employer connections, students at Rosebud Inc who have successfully completed the program are provided with opportunities for employment with reputable businesses in the Baton Rouge Region.
- Faith and Fostering provide shelter for homeless young adults, ages 18-24, with a goal of independent living. This will be accomplished through case management, community volunteers, support services, and life skills training in areas revolving around employment readiness, job search, and job retention.

- Pivot Technology School: Pivot offers introductory courses and full boot camps in the fields of Cybersecurity and Data Analytics. After completion of the program Pivot provides assistance with support services and job placement. Pivot also offers personalized career counseling which includes resume reviews and interview preparation directed towards specific industry careers. Partnerships with local and national companies are available for job opportunities for individuals enrolled in their program.
- Accomplished Learning Services: Provide a second chance for individuals to obtain a high school diploma or equivalency diploma, to achieve personal and professional success through specialized instruction and support. Assist participants to obtain HiSET, ACT and high school diplomas through Education-Basic/Foundational Skills and Education-Career Technical Programs with the goal of participants earning their high school diploma or equivalent diploma simultaneously preparing them for college & career readiness and lifelong learning.
- The First 72: Provides comprehensive case management to formerly incarcerated people to secure stable employment and develop job readiness skills. They assist participants with connecting to education, employment, healthcare, technology, life skills, public benefits, and long term housing. Participants will receive training in Job Readiness, Steps to Staying Free, and Culinary.

b) 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.

DCFS will discontinue partnership with with Escape From Poverty, YWCA Baton Rouge, WE R CPR, Café Hope, Community Helpers Early Learning Professionals, Covenant House, Family Reach Alliance, and Hustle and Grow due to the inability to meet program requirements for federal fiscal year 2024. New Orleans Family Justice Alliance opted out of partnering for Federal Fiscal year 2025.

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.

- a) **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).

- The Louisiana Workforce Commission operates the Workforce Development Boards in the State of Louisiana where some of the SNAP E&T staff are sworn board members of the Workforce Development Boards and attends quarterly meetings. SNAP E&T staff attended quarterly meetings as follows: 01/23/2024 Jefferson Parish Workforce Development Board Planning & Operations Committee Meeting attended by Jacqueline Smith; 10/12/2023 Jefferson Parish Workforce Development Board Planning & Operations Committee attended by Jacqueline Smith; 3/4/24, 5/1/24, 7/2/24 Acadiana Workforce Development Board Meeting attended by Ricardo Williams.

The Workforce Development Boards, SNAP E&T staff, and American Job Center staff discussed the overview of the SNAP E&T program in the State of Louisiana, collaboration and consultation to better serve individuals to connect them with high demand employers while simultaneously addressing barriers that prevent them from program completion and self-sufficiency. SNAP E&T and DCFS's Workforce Development section is in on-going discussions to braid funding to better serve the population of individuals seeking employment and training services. Discussions include the implementation of DCFS Workforce staff being housed at the One-Stop Shops throughout the state in an effort identify potential program participants as well as assisting program participants with integrating into the workforce.

Sworn Workforce Development Board Members include: Jacqueline Smith Workforce Board #11 & Ricardo Williams Workforce Board #40.
Backup Workforce Board Members include: Tammy Wallace Workforce Board #51, Robertine Stewart Workforce Board #20, Daphne Johnson Workforce Board #83

- b) **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.

SNAP E&T has consulted with multiple employers throughout the course of the Federal Fiscal Year. More specifically, Safe Source Direct, Walgreens, Chipotle and The Home Depot has been consulted. The purpose of discussion were to develop partnerships in order to gurantee program participants are able to secure preferred job interviews upon completion of an E&T program. These employeres were added to SNAP E&T's employer partner database. The database will be updated frequently as new employers are added.

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.

- c) **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.

- On March 22, 2024 Governor Jeff Landry issued a Executive Order to establish the Louisiana Workforce Reform Task Force that will include the SNAP E&T Program along with Louisiana Workforce Commission, Louisiana Department of Economic Development, Louisiana Community and Technical College System, State Superintendent of the Louisiana Department of Education, Louisiana Department of Health, Louisiana Department of Veterans Affairs, Louisiana Department of Corrections, Speaker of the Louisiana House of Representatives, President of the Louisiana State Senate, Louisiana Legislative Auditor, Local Workforce Development Board Representative, one person who represents a non-profit organization providing services throughout Louisiana and One member who represents employers, appointed by the Governor.

The order instructs the task force to conduct research and collect data on state models for coordinating and fully integrating workforce, social services, education, child care, and health care programs and develop alternative approaches that Louisiana should consider

to achieve improved outcomes; Conduct research and collect data on performance outcomes of various workforce programs, including an analysis of the number of common participants enrolled in multiple programs across state agencies; Conduct an asset map that incorporates office locations, case management systems, and customer intake and eligibility procedures the above services and programs.

- DCFS's Workforce Development section and SNAP E&T is part of the Governor's subcabinet on Education and Workforce. The subcabinet is co-led by the Executive Director of the Louisiana Workforce Commission and the Commissioner of the Louisiana Board of Regents. DCFS is an engaged stakeholder. The subcabinet's goal is to ensure that 60% of Louisianians obtain a credential or certificate by 2030. As such, the subcabinet develops opportunities for state agencies and partners to create employment and training career pathways statewide, especially through the use of SNAP E&T resources and partnerships. In addition, some of the SNAP E&T staff are members of the Local Workforce Development Boards in Louisiana.
- SNAP E&T is also participating in the Baton Rouge Craft Skills Initiative with Louisiana Workforce Commission, Baton Rouge Community College, and ABC Pelican Training called BRIDGE (Building Resources for Independence and Development through Gainful Employment). The goals of this initiative is to:
 - Accelerate SNAP E&T participants in the Greater Baton Rouge area towards self-sufficiency through integrated case management and service delivery models, co-located services, and entry-level career opportunities.
 - Braid SNAP E&T and WIOA funding to provide holistic support for participants
 - Leverage Baton Rouge Community College and ABC Pelican training to ensure participants acquire the technical skills employers need
 - Establish an apprenticeship model to support a stepped wage progression, moderating the effects of the benefits cliff.

d) **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).

The State of Louisiana has a combined WIOA State Plan for the State's workforce development system, which is developed every three years in consultation with LWC, DCFS, and the Workforce Investment Council, other state agencies, and employer advocacy groups. In terms of collaboration or co-enrollment, SNAP eligibility is an element of automatic WIOA eligibility, allowing for opportunities to structure and integrate services to provide comprehensive supports and services to help customers move more effectively through education, training, and employment pathways. Many of the SNAP E&T providers partner with America's Job Center certified sites, which gives direct access to WIOA program

providers and partners. Additional opportunities include collaborating on supportive services infrastructure. The consultation efforts are ongoing and therefore the State of Louisiana has not made any program changes.

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

Yes

No

f) **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.

DCFS's Workforce Development Section operates a sister employment and training program for Temporary Assistance For Needy Families (TANF) recipients in Louisiana called Strategies To Empower People (STEP). STEP provide case management, supportive services, and work activities to work-eligible FITAP recipients. STEP participants must participate in a STEP work activity as assigned by their STEP Coach. Work activities may be coordinated by the STEP Coaches and the STEP Coaches notifies the FITAP worker within 2 days of STEP noncompliance. If the STEP recipient has an associated SNAP case and their FITAP benefits are terminated due to STEP non-compliance, the Failure to Comply (FTC) penalty is applied to the SNAP case for the appropriate time period.

g) **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).

Temporary Assistance for Needy Families (TANF) recipients are exempt from SNAP E&T requirements. All work-eligible FITAP recipients are required to participate in the Strategies To Empower People (STEP) program, unless good cause is granted. The Workforce Development Section at DCFS is consistently meeting to strategize on how to collaborate SNAP E&T services with STEP and Child Support Enforcement (CSE) Employment and Training (E&T) programs. The Child Support Enforcement (CSE) Employment and Training (E&T) program provides employment and training services to child support enforcement clients through Administration for Children and Families – Office of Child Support Enforcement (ACFOCSE) approved programming. Child Support Enforcement clients are required to participate in CSE E&T. While conceptual in development and execution, additional coordination is expected with homeless populations served by Louisiana housing corporation and re-entry populations served by Louisiana Department of Corrections.

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.

a) 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.)*

b) Name the ITOs consulted.

Louisiana Department of Children and Family Services (DCFS) have consulted with the following ITOs:

- SNAP E&T met with United Houma Nation in person on 3/12/24. SNAP E&T presented the SNAP E&T program to tribal leadership. SNAP E&T consulted with tribal leadership to identify barrier to employment for tribal citizens. Attendees included: Lanor Curole, UHN Director/Administrator; Helen Babi, Grants Compliance & Management Assistance; Katina Foret, Administrative Assistance; Tara Fitch, Archivist; Miriam Meadows Voc. Rehab Counselor; Onita Harris Voc. Rehab Counselor; Monique Dardar, Voc. Rehab Tech; Monica Redman UHN Enrollment; Sheryl Cantrelle, Elder Liaison; Tommy Jones, Ag Coordinator; NaShonna McGuire, LSV (Legal Services for Veterans) Legal Assistant.
- SNAP E&T met with Isle de Jean Charles/ Choctaw Tribal Advisor, Aiecee Dupree in person at a networking event at Louisiana State Capitol on 5/7/24.
- SNAP E&T contacted the Inter-Trbal Council of Louisiana via email on the following dates: 10/26/2023- Lora Chaisson, Chief; 1/9/2024-Lanor Curole, UHN Director; 1/10/2024-Onita Harris, Voc. Rehab Counselor; 1/10/2024-Onita Harris, Voc. Rehab Counselor; 1/10/2024-Onita Harris, Voc. Rehab Counselor; 1/24/2024-Onita Harris, Voc. Rehab Counselor; 1/24/2024-Onita Harris, Voc. Rehab Counselor; 2/16/2024-Onita Harris, Voc. Rehab Counselor; 2/16/2024-Onita Harris, Voc. Rehab Counselor; 2/20/2024-Onita Harris, Voc. Rehab Counselor; 2/20/2024-Onita Harris, Voc. Rehab Counselor; 2/26/2024-Onita Harris, Voc. Rehab Counselor; 2/26/2024-Onita Harris,

Voc. Rehab Counselor; 2/27/2024-Onita Harris, Voc. Rehab Counselor; 2/27/2024-Onita Harris, Voc. Rehab Counselor; 3/5/2024-Onita Harris, Voc. Rehab Counselor; 3/8/2024-Onita Harris, Voc. Rehab Counselor; 3/8/2024-Onita Harris, Voc. Rehab Counselor; 3/14/2024-Onita Harris, Voc. Rehab Counselor; 3/14/2024-Onita Harris, Voc. Rehab Counselor; 3/15/2023-Tara Fitch, Archivist; 5/28/2024- Lora Chaisson, Chief

- c) **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).

The meeting with the United Houma Nation (UHN) Tribe, held in person, was used to present how SNAP E&T can benefit those within tribal regions. Tommy Jones, Agriculture Coordinator for the United Houma Nation Tribe, was present via zoom. In addition, the Chief Lora Chaisson appointed Lanor Curole, UHN Director/Administrator to conduct tribal meeting with SNAP E&T on her behalf. SNAP E&T also presented SNAP recipient data to identify regions with the most SNAP recipients as potential starting points for SNAP E&T. The meeting was a prelude to potentially presenting to the larger group, the Inter-Tribal Council of Louisiana, that include chiefs and/or designated tribal leaders. Feedback received was, there is a lack of transportation in many of the regions the ITO serves. During meetings SNAP E&T explored potential methods to reduce the transportation barrier. Another barrier expressed was that the ITO do not have much un restricted, non-federal funding that can be used for cost sharing. SNAP E&T will continue to engage ITO in an effort to collaborate and meet the needs of it's residents.

- d) **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.

- a) 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

b) 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)

c) 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)).

a) 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.)

Louisiana exempts all work registrants.

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

N/A

c) 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: Click or tap here to enter text.

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.

- a) 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 the State of Louisiana, the Family Support Division within DCFS comprises of the following:

- Economic Stability (ES) administers the public assistance programs such as SNAP, FITAP, KCSP, and CSE which includes eligibility for each.
- Workforce Development (WD) section administers the public assistance work programs such as SNAP E&T, STEP, CSE E&T and Pathways to Employment (PTE)
 - The SNAP E&T program is state administered and the administrative structure includes Workforce Development Specialists that includes:
 - Workforce Development Manager 3 (CSE/SNAP E&T)
 - Workforce Development Manager 2 (SNAP E&T Manager)
 - 1 (one) Administrative Assistant
 - 1 (one) Workforce Development Consultant (Functional Administrator SNAP E&T Consultant Data/Program/Policy)
 - 8 (Eight) Workforce Development Consultant (Regional Outreach SNAP E&T Consultants) Technical Assistance/Identify potential E&T providers) for the following regions: Southeast Louisiana (New Orleans, Covington, Thibodaux), Southwest Louisiana (Baton Rouge, Lafayette, Lake Charles), and North Louisiana (Shreveport, Alexandria, Monroe).

Procurement section administers all of ES and WD contracts, along with contract monitoring.

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

The E&T and SNAP staff work collaboratively and communicate on policy changes that have implications on both programs through in-person meetings, video conferencing, email exchange, as well as document exchange utilizing the track changes and comment features.

c) 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 is shared through our MIS, SNAP Works. Providers have to create an account and be provisioned to gain access to SNAP Works. DCFS utilizes emails, phone calls, TEAMS meetings, site visits, and SNAP Works to communicate with the SNAP E&T providers. In addition, there is a quarterly SNAP E&T provider meeting and an annual training provided to the SNAP E&T providers. Information shared with the SNAP E&T Providers includes but not limited to policy updates, State agency changes/updates, process improvements, contracts, invoices, budgets, and best practices.

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.

SNAP Works interfaces with our eligibility system, LITE, which allows the SNAP E&T providers to determine if a participant receives SNAP benefits in real time by utilizing the search function in SNAP Works. The SNAP E&T provider enters the social security number and if the participant receives SNAP benefits, the information displays on the Eligibility Summary screen in SNAP Works. In addition, SNAP E&T providers can receive direct referrals from eligibility staff once the SNAP applicants have been screened and determined to be appropriate to participate in SNAP E&T after the SNAP case has been certified. SNAP Works tracks participant referrals, assessments, employment plans, components and component hours, and participant reimbursements issued. In addition, all SNAP E&T providers are required to assess participants to determine if the participant is a good fit for their specific E&T program through SNAP Works. SNAP Works has a mandatory question that asks, "Is the client a good fit for the organization?" and the E&T providers must select Yes or No. If no is selected, the eligibility staff then receives a task on their dashboard. SNAP Works also sends tasks to eligibility staff for reverse referrals that have not been screened for E&T. In addition, the E&T providers are required to document the reason for the provider determination and any appropriateness in the case notes section of SNAP Works. The system also allows providers to enter case notes about participants and report if a participant stops participating.

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

DCFS utilizes emails, phone calls, Zoom meetings, site visits, and SNAP Works to communicate with the SNAP E&T providers. DCFS also facilitates a new provider onboarding training at the start and mid-point of each FFY. This training provides providers with insight on everything related to Louisiana SNAP E&T program. Providers are allowed the opportunity to interact with other providers, ask questions and get hands on guidance related to SNAP E&T. In addition, there is a quarterly SNAP E&T provider meeting for SNAP E&T providers. DCFS employs Regional Consultants who serve as the provider's point of contact within DCFS. The Regional Consultants provide ongoing technical assistance related to programming, monthly reporting, finance and provider monitoring.

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.

SNAP E&T Providers request for reimbursement monthly by way of invoice submission. Therefore, SNAP E&T fiscal operations are monitored on a monthly basis by reviewing invoices for allowable costs, reviewing monthly reports submitted by the contractor, and through monthly expense tracking. In addition, DCFS monitors the E&T program by conducting an annual Management Evaluation Review and Civil Rights Review on all SNAP E&T programs to ensure the organization is compliant with program goals and requirements that also includes case management. This also includes reviewing participant files as well as observing secured file cabinets and readily available documents such as the And Justice for All Posters, Civil Rights complaint forms in English, Spanish, and Vietnamese, etc. Performance indicators are included in the contract.

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).

DCFS performs regular on-site/virtual visits, provides ongoing technical assistance, and conducts an annual Management Evaluation Review on all SNAP E&T programs to ensure the organization is compliant with program goals and requirements which also includes case management. SNAP Works (MIS) is used to monitor and pull reports on program performance and participation. In addition, DCFS is monitoring performance goals for all E&T providers by way of the Performance Outcome Measures Report (POMR).

All SNAP E&T Providers are required to track and record projected participant totals which includes the number of unduplicated participants, number of participants who will participate in each component offered, and the number of participants who will enter employment as a result of participation in the SNAP E&T program. SNAP E&T Providers are required to report their SNAP E&T program goals each quarter in SNAP Works. SNAP E&T Providers are expected to meet or 40% the projected total number of participants as indicated in the SNAP E&T Component section of the Statement of Work. These performance target categories on the Performance Outcome Measures Report include the number of unduplicated participants and the number of participants who entered employment. DCFS will add the percentages for all components offered and

divide by the total number of components offered to get the percentage for each category.

Each performance target category will be on a 100% scale.

- Performance Targets:
 - Minimum = 40% - 60%
 - Optimal = 61% - 80%
 - Exceptional = 81% - 100%

This report aids DCFS in evaluating provider service performance by monitoring the SNAP E&T Provider's progress in, increasing the number of SNAP participants served and entered employments. It will also aid in determining if there is a continued need for partnership or have a reduction in budgets in the event the provider consistently fails to meet performance goals.

VIII. Screening for Work Registration

State agency eligibility staff must screen for exemptions from work registration, per 7 CFR 273.7(a).

- a) Describe how the State agency screens applicants to determine if they are work registrants.

In general, responsibilities are as follows:

In the interview, the worker updates the appropriate fields in the Louisiana Integrated Technology for Eligibility (LITE) system and runs eligibility to determine if a SNAP applicant is eligible for SNAP benefits. During eligibility determination, LITE determines if the household member is exempt from work registration requirements. After eligibility is ran, the worker reviews the eligibility summary to determine if the SNAP applicant was appropriately screened for work registration exemptions. If the household member is not exempt, the worker then instructs the household member to register for work with Louisiana Workforce Commission(LWC) by creating a Helping Individuals Reach Employment (HiRE) account before the SNAP case is authorized. A notice is provided to the household advising that in order to register for a HiRE account, the Mandatory Work Registrant (MWR) must:

- Go online to the LWC website at www.louisianaworks.net or
- Go to the local DCFS office and register by using a kiosk located at the office or
- Go to a local LWC Business and Career Solutions Center and register.

The account must be active at certification and recertification to be registered for work. In LITE, an automated interface is run to check the work registration of all MWRs in HiRE. The results are displayed in the Clearance Summary. Staff must review the Clearance Summary to determine if the MWR is registered for work with LWC. If the HiRE account information is not displayed in the Clearance Summary, staff must use the On Demand LWC button to run the query.

Louisiana Integrated Technology for Eligibility (LITE) determines if the household member is an ABAWD or non-ABAWD and if the ABAWD is meeting the ABAWD work requirements.

Households are advised of Louisiana's SNAP E&T voluntary program and ABAWD work requirements orally and through notices at certification, recertification, when a new member joins the household, and when a household member becomes subject to a work requirement. The eligibility system, LITE, stores and tracks all notices sent through the system.

- b) 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.?

If the household member is not exempt, the worker then instructs the household member to register for work with Louisiana Workforce Commission by creating a Helping Individuals Reach Employment (HiRE) account before the SNAP case is authorized and documented in LITE.

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

Individuals are advised about work requirements orally and through a consolidated notice at initial interview/certification, recertification, when a new member joins the household, and when a household member becomes subject to a work requirement.

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).

- a) 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.)*

- The Individuals would need to be unemployed and or looking for better employment; **or**
- Must be out-of-school and at least 16 years of age **and**

- Be interested and willing to participate in gaining employment and training skills.

- b) 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.

At each certification and recertification, the eligibility worker screens all household members who are at least 16 years of age and not in school or are unemployed or underemployed (earning less than 20 hours per week at minimum wage) for eligibility to participate in the SNAP E&T Program. The eligibility worker offers each eligible individual the opportunity to volunteer to participate in the SNAP E&T Program. The eligibility worker reviews the program models available, based on the household's parish, with the household to identify the program model(s) of interest to each eligible volunteer who would like to participate in the SNAP E&T program. The program models include Education (includes GED/HiSET and a wide range of vocational training), Homelessness (for homeless recipients), Online Training, Professional Development, Reentry (for formerly incarcerated individuals), Restaurant, and Retail. Once a model is selected, the eligible volunteer is prompted to select a program service such as HVAC, Computer Training, Medical Billing and Coding, GED/HiSET, etc.

- c) *(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.

When a participant shows up at an E&T provider for services, the provider gives an overview of their services, SNAP E&T availability as well as SNAP E&T rights and obtains consent to participate. Once consent is obtained the SNAP E&T provider enters the participant's name into SNAP Works to determine if the participant is receiving SNAP benefits and if the participant has been screened by eligibility for SNAP E&T. If the participant is currently receiving SNAP benefits and have been screened for SNAP E&T (indicated by the absence of the "Screening Required" button), the SNAP E&T provider will proceed with program enrollment. If the participant is receiving SNAP benefits but has not been screened by eligibility, the SNAP E&T providers should select the "Screening Required" button in SNAP Works which sends a task on the eligibility worker dashboard in LITE. Eligibility workers will have 10 business days to complete the screening. The eligibility worker then initiates contact with the participant to screen for SNAP E&T. Once screened, the eligibility worker refers the participant back to the SNAP E&T provider of choice and makes appropriate case notes in the participant's file. The SNAP E&T Providers will receive a task indicating "Successfully Screened in LITE" and this task is now closed. This will result in a new task "Successfully Screened in LITE (Actionable)" being created for the provider to take action and continue SNAP E&T Enrollment.

- d) 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?

Participants are informed orally during the interview at application and recertification, on the consolidated notice that is mailed upon SNAP certification, and providers inform them at intake/orientation and on a monthly basis.

X. Referral to E&T

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

- a) 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)?

The eligibility staff informs the individual of their general rights and responsibilities, appropriately screens for exemptions, informs them of their E&T rights and responsibilities as a voluntary participant, and screens for referral to E&T. If the individual meets the state-criteria, the eligibility worker will be prompted by a mandatory question in LITE (eligibility system) to ask the individual if he/she is interested in participating in the SNAP E&T program. If the individual is interested in participating in the SNAP E&T program, the eligibility staff will indicate "Yes". Another mandatory question will populate to ask what SNAP E&T program model the individual is interested in such as culinary, construction, medical, etc. A task will then be generated in LITE to interface with SNAP Works to assign the task to a provider based on the parish or region which the recipient resides and provider program availability. Once the case is authorized, a task will be assigned to providers using a round robin logic. After SNAP authorization the individual receives the consolidated notice advising of their work registration requirements and the E&T program which includes there is no cost to participate in the SNAP E&T program, participant reimbursements, contact information, and advising that participation will not affect SNAP benefits. In addition, the assigned provider will have 10 business days to make contact with the individual to initiate services. The SNAP E&T Consultants generate and monitor weekly reports of referrals for each SNAP E&T Provider to ensure all referrals are contacted.

- b) 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.?

The State agency informs individuals orally of their general and E&T rights and responsibilities as a voluntary participant that includes participant reimbursements during the interview process at certification and recertification as well in the written consolidated notice for work requirements. After SNAP certification the individual receives the consolidated notice advising of their work registration requirements and the E&T program which includes there is

no cost to participate in the E&T program, participant reimbursements, contact information, and advising that participation will not affect SNAP benefits.

- c) 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.

The E&T provider contacts the participant to schedule an appointment (virtual or in-person), the participant completes an assessment to determine if the participant meets the E&T providers specific program criteria and identifies barriers for participant reimbursements, attends orientation virtually or in-person, completes an employment plan, and receives E&T component placement. The orientation process varies by E&T provider. In the event providers do not contact referred participants within 10 business days, the task in SNAP Works will show as overdue on the E&T provider and E&T Staff's dashboard. This will prompt E&T staff to reach out to the E&T provider to inquire about the overdue task.

- d) How is information about the referral communicated within the State agency? For instance, is the information entered into an MIS by the eligibility worker and reviewed by an E&T specialist?

Referral communication within the State agency is done through LITE (eligibility system). The eligibility worker will be prompted by a mandatory question in LITE (eligibility system) to ask the individual if he/she is interested in participating in the SNAP E&T program. If the individual is interested in participating in the SNAP E&T program, the eligibility staff will indicate "Yes". Another mandatory question will populate to ask what SNAP E&T program model the individual is interested in such as culinary, construction, medical, etc. A task will then be generated in LITE to interface with SNAP Works to assign the task to a provider based on the parish or region which the recipient resides. All E&T staff have access to LITE and can review screening and referral information if necessary, should the need arise.

- e) 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?

SNAP recipients are screened by eligibility staff during certification and recertification. A case note is entered in LITE documenting the individual was screened for appropriateness for SNAP E&T. For those recipients who have expressed interest in SNAP E&T to their case worker at the time of certification and recertification, LITE intergration with SNAP Works, they are referred to the appropriate provider program based on models offered in Louisiana and the household's parish.

In SNAP E&T, individuals are referred from community based organizations and community/technical colleges to participate in the SNAP E&T program through a reverse referral process. The individual initiate contact with the SNAP E&T provider of choice. The SNAP E&T provider schedules an appointment with the individual to provide an overview of the specific program and to pre-screen the individual to ensure they are an appropriate fit for the program. Once the individual is identified as an appropriate fit for the program, the SNAP E&T provider has the individual to sign an agreement attesting that they choose to participate in the SNAP E&T program. The SNAP E&T provider initiates the reverse referral by entering the social security number of the individual into SNAP Works to verify the SNAP case status. The SNAP E&T provider moves forward with case management if the individual receives SNAP benefits.

XI. Assessment

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

a) Does the State require or provide an assessment?

Yes (*Complete the remainder of this section.*)

No (*Skip to the next section.*)

b) 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)

SNAP E&T participants who agrees to participate in the SNAP E&T program orally completes the comprehensive assessment and the Individualized Employment Plan collaboratively with the SNAP E&T providers upon entrance of the SNAP E&T program. The comprehensive assessment advises the participant of their rights and responsibilities, SNAP E&T program responsibilities, Identify self-sufficiency and employment short-term and long-term goals. It captures the participant's education and work history, interests, hobbies strengths, weaknesses, skills, certifications or licenses, and any test scores such as HiSET. In addition, the following areas are addressed: barriers, activities (components), participant reimbursements, and follow-up plan. The SNAP E&T provider simultaneously enters the information in SNAP Works. DCFS has access to SNAP Works to view the SNAP E&T participant's electronic case file.

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.

a) 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.

b) 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.

The SNAP E&T providers are required to provide case management services to all SNAP E&T participants. While the delivery of case management varies by provider, a method used more frequently by providers includes conducting assessments to identify and address barriers, developing Individualized Employment Plans for monitoring activities/components, providing continuous supportive services, and assisting with job placements. The SNAP E&T participants' cases are managed through SNAP Works. SNAP E&T providers meet with participants on a daily basis to gauge progression and provide support to participants throughout their enrollment.

c) 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:

SNAP eligibility staff:	State E&T staff coordinates and communicates with the SNAP section orally and via video conferencing to develop and implement policies and procedures according to federal regulations. State E&T staff provides SNAP E&T providers with guidance, training, and support to effectively execute program goals and requirements. When providers observe non-participation from the participant, they report suspected non-compliance to eligibility staff through SNAP Works which creates a task in LITE for eligibility staff to review for non-compliance and/or good cause.
State E&T staff:	All E&T providers have a State E&T staff point of contact for data, budget, program/policy, and technical assistance. There is continuous coordination efforts to ensure of effective communication, organizational effectiveness and efficiency, and program integrity and compliance. SNAP E&T staff facilitates ongoing technical assistance with provider related to program participation, client needs for additional support services that may not be within the scope of E&T. This may be addressed orally, in-person visits or via video conferencing. SNAP E&T staff address program roadblocks and successes collectively during quarterly provider calls.
Other E&T providers:	All E&T providers coordinate with other community based organizations by warm hand-off to provide other supportive services based on the E&T participants needs, barriers and interests as a result of completion of the Comprehensive Assessment and Individualized Employment Plan.
Community resources:	E&T providers offer a holistic approach to support the mental, physical, emotional, and social well-being of each E&T participant. As a result of this holistic approach, the E&T providers have established relationships to refer E&T participants to community resources in their specific services areas. In addition, E&T providers have access to UNITE US, a community engagement process, to align health and social care.

d) 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).

All SNAP E&T providers are required to provide case management as an absolute priority to meet the needs of the participants served. E&T staff ensures E&T participants are provided with targeted case management through Management Evaluation (ME) Reviews, progress monitoring, longitudinal data, participant referrals to other entities, and outcomes are tracked in SNAP Works. E&T providers provide ongoing case management services to all SNAP E&T participants. Case management includes a comprehensive assessment, consent,

and verification. Comprehensive assessment includes an assessment of participant skills, interests, strengths, and challenges in order to develop an individualized plan to address barriers, obtain skills, and gain employment. Consent includes obtaining a voluntary participation agreement attesting that the participants chooses to participate in the SNAP E&T program. Verification includes verifying participant SNAP eligibility with DCFS.

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.

a) Does the State agency offer a conciliation process?

Yes (*Complete the remainder of this section.*)

No (*Skip to the next section.*)

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

c) 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).

- a) 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.
- b) For all occurrences of non-compliance discussed below, must the individual also comply to receive benefits again?
- Yes
 - No
- c) 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
- d) 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
- e) 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
- f) 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.

- a) 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.

The eligibility worker must determine whether good cause exists within 10 days of determining non-compliance or being notified of non-compliance. The eligibility worker must contact the client by phone or send a notice if they cannot be reached by phone to discuss the reason for non-compliance. If a letter is mailed for a client to contact DCFS to discuss the non-compliance, they are given 10 days to respond.

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

Good cause exists when circumstances beyond the client's control prevent compliance with work registration requirements. Good cause may include but is not limited to:

- Personal illness,
- Illness of another household member requiring the presence of the member,
- A household emergency,
- The unavailability of public or private transportation,
- The lack of adequate child care for children who have reached age 6 but are under age 12,
- The lack of a valid SSN, because it is required for registering for work with LWC,
- Problems caused by inability of the client to speak or write English,
- Remoteness,
- Work demands or conditions that render continued employment unreasonable, such as working without being paid on schedule,
- Resignations which are recognized by the employer as retirement,
- Leaving one job to take another that later, because of circumstances beyond the control of the individual, does not materialize or results in employment of less than 30 hours a week or weekly earnings of less than the federal minimum multiplied by 30 hours,

- Leaving a job in which workers frequently move from one employer to another such as migrant farm labor or construction work. Circumstances exist when households apply for benefits between jobs, particularly in cases where work may not yet be available at the new job site. Even though employment at the new site has not actually begun, the quitting of the previous employment shall be considered to be with good cause if it is part of the pattern of that type of employment,
- Acceptance by the individual of other employment or enrollment of at least half-time in any recognized school, training program, or institution of higher education that requires the individual to leave present employment,
- Discrimination by an employer based on age, sex, race, color, handicap, religious beliefs, national origin, political beliefs, sexual orientation, or gender identity,
- Employment which becomes unsuitable after the acceptance of employment.

Unsuitability may include:

- The wage offered is less than:
 - The applicable federal minimum wage, or
 - 80% of the federal minimum wage if the federal minimum wage is not applicable.
- Wages are on a piece-rate basis and the average hourly yield the employee expects to earn is less than the applicable hourly wage specified in the bullet listed above.
- As a condition of employment or continuing employment, the individual must join, resign from, or agree not to join a legitimate labor organization.
- The work offered is at a place subject to a strike or lockout at the time of the offer, unless:
 - The strike has been forbidden under Section 208 of the Labor-Management Relations Act, or
 - An injunction has been issued under Section 10 of the Railway Labor Act.
- The degree of risk to health and safety is unreasonable.
- The individual is verified to be physically or mentally unfit to do the job.
- The distance from the individual's home to the job requires commuting time of more than two hours a day (not including taking a child to and from a child care facility) or the distance to the job prohibits walking and transportation is not available to take the individual to work.
- The working hours or nature of the employment interferes with the individual's religious beliefs.
- The job is outside the individual's usual line of work. This applies only during the first 30 days after the date of application.

c) 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.

N/A

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.

- a) Describe the process used by E&T providers to communicate provider determinations to the State agency.

During the assessment process, all E&T providers are required to assess participants to determine if the participant is a good fit for their specific E&T program through SNAP Works. SNAP Works has a mandatory question that asks, "Is the client a good fit for the organization?" and the E&T providers must select Yes or No. If no is selected, the eligibility staff is notified and receives a task on their dashboard. The E&T providers are required to document the reason for the provider determination and any appropriateness in the case notes section of SNAP Works. If a SNAP E&T provider determines that a participant is not a good fit for the organization, a notice, providing the determination and explaining the next steps to be taken must be sent within 10 days. DCFS utilizes option 7 CFR 273.7(c)(18)(i)(B)(2) as the most suitable action for provider determination.

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

If a SNAP E&T provider determines that a participant is not a good fit for the organization, a notice, providing the determination and explaining the next steps to be taken must be sent within 10 days. The notice must inform the participant that SNAP benefits are not affected as a result of the determination and to contact the agency if they have any questions regarding the determination or continued participation in the SNAP E&T Program. A Task will be generated from SNAP Works informing the worker that the SNAP E&T provider has determined that a volunteer is not a good fit for the organization. Upon receipt of the Task, the worker must send the participant a semi-automated Client Contact Letter stating: " This notice is to inform you that the SNAP E&T provider, XXXXXXXXXXXX, has completed your assessment and determined that the program offered is not appropriate for you. Your benefits will not stop as a result of this determination. If you have any questions regarding this determination or continued participation in the SNAP E&T Program, please contact me at the number below, or by calling 1-888-LAHELPU (1-888-524-3578)." If the participant contacts the agency regarding continuing SNAP E&T participation, the household member must be re-screened and appropriate referrals must be completed in LITE. The worker will notify the ABAWD verbally of the provider determination and document in a case note.

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&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&T participants projected in Table H – Estimated Participant Levels in the Excel Workbook, and the number of mandatory E&T participants likely to be exempted, if the State agency cannot provide sufficient participant reimbursements.</i></p>	2657
<p>II. Estimated number of E&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>	436
<p>III. Estimated budget for E&T participant reimbursements in upcoming FY.</p>	\$6,936,571
<p>IV. Estimated budget for E&T participant reimbursements per month in upcoming FY. (Row III/12)</p>	\$578,048
<p>V. Estimated amount of participant reimbursements per E&T participant per month. (Row IV/Row II)</p>	\$1,326

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.

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
Transportation		Provider	In advance Actual amount
Child Care		Provider	In advance Actual amount
Tuition		Provider	In advance Actual amount
Uniforms		Provider	In advance Actual amount
Books		Provider	In advance Actual amount
Certifications		Provider	In advance Actual amount
Permanent Documents		Provider	In advance Actual amount
Housing and Utility Allowance	Only allowed twice and emergency based. Homelessness is a barrier to	Provider	In advance Actual amount

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
	participation in the State of Louisiana. If the barrier is not addressed, the participant will not be able to successfully complete their training program and gain suitable employment for self-sufficiency.		
Permits and Fees		Provider	In advance Actual amount
Background Checks		Provider	In advance Actual amount
Work and Training Tools		Provider	In advance Actual amount
Clothing for Job Interviews		Provider	In advance Actual amount
Fingerprinting		Provider	In advance Actual amount
Training Materials		Provider	In advance Actual amount
Course Registration Fees		Provider	In advance Actual amount
We-Fi (Prepaid internet cards)		Provider	In advance Actual amount
Legal Services	Legal fees that result from a failure to follow Federal, State, or Local Laws cannot be paid from Federal E&T funds. If certain conditions are met, the Federal government may allow some legal fees in accordance with 2 CFR 200.435.	Provider	In advance Actual amount

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
Drug Tests	Only allowed if necessary for a job.	Provider	In advance Actual amount
Equipment		Provider	In advance Actual amount

a) If providing dependent care, specify payment rates for child care 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.

Provider Type	Age 3 and up	Age 1-2 (Toddlers)	Age 0 (Infants)	Special Needs Age 3 and up	Special Needs Age 1-2 (Toddlers)	Special Needs Age 0 (infant)
Type III Early Learning Center	\$31.50	\$42.00	\$68.00	\$39.69	\$52.92	\$85.68
Family Child Care Provider	\$29.00	\$42.00	\$61.00	\$36.54	\$52.92	\$76.86
In-Home Providers	\$25.00	\$25.25	\$26.65	\$31.50	\$31.82	\$33.58
School Child Care Providers	\$24.00	\$24.00	\$24.00	\$30.24	\$30.24	\$30.24
Military Child Care Centers	\$30.00	\$31.05	\$35.65	\$37.80	\$39.12	\$44.92

b) 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?

DCFS requires all E&T providers to offer dependent care to E&T participants who are in need while participating in their specific E&T program. The E&T providers has at least one of the following: in-house services, funding in their budgets, and/or established relationships with child care providers.

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.

- a) 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 initial work registrant data will be obtained from the State’s eligibility system LITE. Mandatory work registrants are identified by specific work registration codes on the State’s eligibility system. Statewide and individual parish totals are available. System Logic distinguishes all existing work registrants in the system on 9/30 from new work registrants on 10/1. On the last workday of September of each year, an analysis is conducted in LITE to identify and count all certified individuals who are mandatory work registrants on that date and captured in a report. The system utilizes unique Person IDs (PIDs) and social security numbers to identify each individual in the system to ensure they are not counted more than once in a 12-month period. A date is system-generated to distinguish on-going registrants from new registrants who have been added during the fiscal year which is also captured on a report.

- b) Describe measures taken to prevent duplicate counting.

If a case is closed but reopened prior to the expiration of the system-generated date, a program edit prevents the entry of the mandatory work referent code, thereby preventing a recipient from being counted more than once within 12 months.

XIX. Outcome Reporting Measures

National Reporting Measures

Table E.III. National Reporting Measures

Source <i>[Check the data source used for the national reporting measures. Check all that apply]</i>	Employment & Earnings Measures	Completion of Education of Training
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

Source <i>[Check the data source used for the national reporting measures. Check all that apply]</i>	Employment & Earnings Measures	Completion of Education of Training
State Information Management System (MIS). <i>Indicate below what MIS system is used.</i>	<input checked="" type="checkbox"/> Yes <input 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 type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

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

The state agency’s eligibility system (LITE), the SNAP E&T system (SNAP Works), and Louisiana Workforce Commission MIS is used as a data source for the national reporting measures.

b) 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

c) 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

State Component Reporting Measures

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

- 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.*

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

The state agency’s eligibility system (LITE), the SNAP E&T system (SNAP Works), and Louisiana Workforce Commission MIS is used as a data source for the national reporting measures.

f) 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

g) 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

h) 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

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
Job Search Training	The number and percentage of participants who received E&T services and obtained	Numerator will include those participants who obtained employment after completing the

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
	unsubsidized employment after completion of services through job search training.	<p>component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in job search training during the period of 10-1-2024 to 9-30-2025.</p>
Job Retention Services	The number and percentage of participants who remain employed after completion of job retention services.	<p>Numerator will include those participants who remained employed after completing job retention during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in job retention during the period of 10-1-2024 to 9-30-2025.</p>
Education: Career/Technical Education Programs or Other Vocational Training	The number and percentage of participants who gained employment after completion of Education: Career/Technical Education Programs or Other Vocational Training.	<p>Numerator will include those participants who remained employed after completing the Education-Career Technical Education Programs or Other Vocational Training component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Education-Career Technical Education Programs or Other Vocational Training</p>
Education: Career/Technical Education Programs or Other Vocational Training	The number and percentage of participants who earned a certificate or recognized credential.	<p>Numerator will include those participants who received a certificate or recognized credential after completing the Education- Career Technical Education Programs or Other Vocational Training component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Education-Career Technical Education</p>

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
		Programs or Other Vocational Training component during the period of 10-1-2024 to 9-30-2025.
Education: Basic/Foundational Skills Instruction (includes High School Equivalency Programs)	The number and percentage of participants who gained employment after completion of Education: Basic/Foundational Skills Instruction (includes High School Equivalency Programs).	<p>Numerator will include those participants who remained employed after completing the Education-Basic/Foundational Skills Training component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Education-Basic/Foundational Skills Training component during the period of 10-1-2024 to 9-30-2025.</p>
Education: Basic/Foundational Skills Instruction (includes High School Equivalency Programs)	The number and percentage of participants who earned a high school equivalency certificate (HiSET/GED).	<p>Numerator will include those participants who earned a high school equivalency certificate after completing the Education- Education – Basic/Foundational Skills Training component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Education – Basic/Foundational Skills Training component during the period of 10-1-2024 to 9-30-2025.</p>
Education: Work Readiness Training	The number and percentage of participants who gained employment after completion of Education: Work Readiness Training.	<p>Numerator will include those participants who remained employed after completing the Education-Other Programs - Work Readiness Training component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Education-Other Programs – Work</p>

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
		Readiness Training component during the period of 10-1-2024 to 9-30-2025.
Work Experience: Internship	The number and percentage of participants who gained employment after completion of Work Experience: Internship.	<p>Numerator will include those participants who remained employed after completing the Work Experience: Internship component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Work Experience: Internship component during the period of 10-1-2024 to 9-30-2025.</p>
Work Experience (WBL) – Apprenticeship	The number and percentage of participants who gained employment after completion of Work Experience: Apprenticeship.	<p>Numerator will include those participants who remained employed after completing the Work Experience (WBL) – Apprenticeship component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Work Experience (WBL) – Apprenticeship component during the period of 10-1-2024 to 9-30-2025.</p>
Work Experience (WBL) – On-the-Job Training	The number and percentage of participants who gained employment after completion of Work Experience: On-the-Job Training.	<p>Numerator will include those participants who remained employed after completing the Work Experience (WBL) – On-the-Job Training component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Work Experience (WBL) – On-the-job Training component during the period of 10-1-2024 to 9-30-2025.</p>

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
Work Experience (WBL) - Transitional Jobs	The number and percentage of participants who gained employment after completion of Work Experience: Transitional Jobs.	<p>Numerator will include those participants who remained employed after completing the Work Experience (WBL) – Transitional Jobs component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Work Experience (WBL) – Transitional Jobs component during the period of 10-1-2024 to 9-30-2025.</p>
Work Experience (WBL) – Apprenticeship Subsidized by E&T	The number and percentage of participants who gained employment after completion of Work Experience: Apprenticeship - Subsidized by E&T.	<p>Numerator will include those participants who remained employed after completing the Work Experience (WBL) – Apprenticeship – Subsidized by E&T component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Work Experience (WBL) - Apprenticeship Subsidized by E&T component during the period of 10-1-2024 to 9-30-2025.</p>
Work Experience (WBL) - Transitional Jobs Subsidized by E&T	The number and percentage of participants who gained employment after completion of Work Experience: Transitional Jobs - Subsidized by E&T.	<p>Numerator will include those participants who remained employed after completing the Work Experience (WBL) – Transitional Jobs Subsidized by E&T component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants who participated in the Work Experience (WBL) – Transitional Jobs Subsidized by E&T component during the period of 10-1-2024 to 9-30-2025.</p>

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).

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 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.

a) 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

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).	Check Box
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 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 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 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 type="checkbox"/>
The State agency will be ready on October 1 st 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 type="checkbox"/>

b) Where will the State agency offer qualifying activities?

Statewide

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

c) 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.

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

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

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

g) 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.

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).

h) 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.

i) 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.)

j) 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?

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

Question	Number
I. How many ABAWDs did you serve in E&T in the previous FY?	
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.)	
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.)	
IV. Number of at-risk ABAWDs averaged monthly? This should be annual total from line (III) divided by 12.	

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.

	Expected average monthly slots available to at-risk ABAWDs	Expected average monthly slots offered to at-risk ABAWDs	Expected monthly at-risk ABAWD participation for plan year
SNAP E&T			
All other programs outside of SNAP E&T			
Total slots across all qualifying activities			

Table F.IV. Estimated cost to fulfill the pledge

	Value
I. What is the projected total cost to serve all at-risk ABAWDs in your State?	
II. Of the total in (I), what is the total projected administrative costs of E&T?	
III. Of the total in (I), what is the total projected costs for participant reimbursements in E&T?	

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

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)
Summary of the State guidelines implementing SJS	N/A
Direct link	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A

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

Details	Job Search Training (JST)
Description of the component	<p>Designed to enhance the job search skills of participants by providing instruction in job seeking techniques, motivation, and self-confidence to ensure of job readiness and employment. Job Search Training activities may include, but are not limited to:</p> <ul style="list-style-type: none"> • Employability assessments, • Resume writing, • Job placement services, • Instruction and support related to seeking employment, • Workplace etiquette workshops, and • Career planning. <p>Job Search Training not to exceed 120 hours per month unless the participant volunteer for additional hours. Job Search Training is limited to 16 weeks.</p>

Target population	Volunteers, Youth age 16 and 17 not currently enrolled in high school, 18 and older who are not employed or underemployed; Reentry; Homeless: ABAWDS, Disconnected Youth
Criteria for participation	To get the most out of the component, participants would need to have the ability to read. Participants are not required to have a specific reading level however, participants are screened to determine reading level and complete an employability assessment by providers in order to determine the level of employability as well as a willingness to learn and adapt to changes in a work environment. Individuals would need to be habitually unemployed and/or difficulty maintaining employment.
Geographic area	Statewide
E&T providers	Café Reconcile, Calcasieu Parish Police Jury, Center for Employment Opportunities, Goodwill of North Louisiana, Goodwill of Southeast Louisiana, HOPE Ministries, Louisiana Green Corps, Mission Rebirth, New Orleans Mission, New Opportunities Vision Achievement, Operation Restoration, Operation Spark, Petra College, Propel America, Society of St. Vincent de Paul, Thrive NOLA, Youth Empowerment Project, First 72+, Faith and Fostering, Evolve Family Life Services, Accomplished Learning.
Projected annual participation	968
Estimated annual component costs	\$2,655,421

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

Details	Job Retention (JR)
Description of the component	Designed to assist participants in achieving satisfactory performance, retain employment and to increase earnings over time. Job retention services such as case management, job coaching, dependent care assistance and transportation assistance for a minimum of 30 days not to exceed 90 days to individuals who has secured employment. The participant must have secured employment after or while receiving other employment/training services under the E&T program. Only individuals who have received other employment and training services under the E&T program are eligible for job retention services. There is no limit to the number of times an individual may receive job retention services as long as the individual has re-engaged with E&T prior to obtaining new employment. SNAP Works has a validation that will not allow you to have less than a minimum of 30 days and no more than 90 days.
Target population	Volunteers, Youth age 16 and 17 not currently enrolled in high school, 18 and older who are not employed or underemployed; Reentry, Homeless, ABAWDS
Criteria for participation	SNAP E&T participant must have secured employment after or while receiving other employment and training services.
Geographic area	Statewide
E&T providers	Café Reconcile, Calcasieu Parish Police Jury, Center for employment Opportunities, CodeX Academy, Faith and Fostering, Goodwill of North Louisiana, Goodwill of Southeast Louisiana, HOPE Ministries, Liberty’s Kitchen, Louisiana Green Corps, Mission Rebirth, Operation Restoration, Operation Spark, Petra College, Society of St. Vincent de Paul
Projected annual participation	610
Estimated annual component costs	\$1,584,521

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

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

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

Details	Workfare (W)
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A

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

Details	Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB)
Description of the component	Designed to offer academic instruction and education services below the postsecondary level that increase an individual's ability to read, write, and speak in English and perform mathematics or other activities necessary for the attainment of a secondary school diploma or its recognized equivalent; transition to postsecondary education and training; and obtain employment. Such programs include Adult Basic Education (ABE), basic literacy, and high school equivalency (GED, HiSET). Basic/Foundational Skills not to exceed 120 hours per month unless the participant volunteers for additional hours.
Target population	Volunteers; 16 and older who are not employed or underemployed; Homeless, ABAWDS, Reentry, Disconnected Youth. Participants 16-17 years old are not allowed to participate in SNAP E&T if enrolled in high school.
Criteria for participation	The individual must be at least 16 years old and did not obtain a high school diploma or its equivalency and be interested and willing to participate in gaining employment and training skills. Must be willing to participate in test preparation or instruction, take the practice test to qualify for the HiSET exam, and take the HiSET exam.
Geographic area	Statewide
E&T providers	Accomplished Learning Services, Ben Johnson Educational Center, Calcasieu Parish Police Jury, Evolve Family Life Services, Faith and Fostering, Goodwill of North Louisiana, Grace House, Operation Restoration, Society of St. Vincent de Paul, Youth Empowerment Project
Projected annual participation	296
Estimated annual component costs	\$ 1,315,791
Not supplanting	SNAP E&T funds cannot pay for services that are already available to individuals through a State entitlement program. Therefore, all SNAP E&T participants are required to secure Federal financial aid (not including student loans) such as a Pell Grant before charging any educational services and activities to

	<p>SNAP E&T. SNAP E&T providers must document in SNAP Works that the above has been verified and will be reviewed at Management Evaluation Review. During the review process the provider provides funding proof for participants in the form of billing statements, award/non award letters indicating the participants are not utilizing funding from entitlement programs. This is compared to the costs invoiced by the provider.</p>
<p>Cost parity</p>	<p>The State of Louisiana has a voluntary SNAP E&T program where individuals are referred from community based organizations and community/technical colleges to participate in the SNAP E&T program through a reverse referral process. The individual initiates contact with the SNAP E&T provider of choice. Therefore, all individuals are charged the same amount for all activities provided by the SNAP E&T provider before and after the SNAP E&T provider knows the individual is a SNAP recipient.</p> <p>In addition, the State of Louisiana utilizes a cost reimbursement contract with all SNAP E&T providers. The SNAP E&T providers incur the actual costs for services provided to all individuals in their programs. The costs that are associated with individuals who are eligible for SNAP E&T are reimbursed through the monthly invoice process. SNAP E&T conducts onsite monitoring visits with providers to ensure program compliance. During monitoring visits with the provider provides funding proof for participants in the form of billing statements for SNAP E&T participants and non-participants. This is compared to the costs invoiced by the provider.</p>

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

Details	Career/Technical Education Programs or other Vocational Training (EPC)
<p>Description of the component</p>	<p>Organized activities at the post-secondary level that provide individuals with the academic and technical knowledge and skills necessary to prepare for further education and for careers in current or emerging employment sectors. Programs are primarily designed for those who are beyond the age of compulsory high school attendance. Ideally, such programs should be employer-driven and lead to industry-recognized certificates or credentials.</p>

	<p>Certificates or recognized credentials may include Certified Nursing Assistance, American Hotel & Lodging Educational Institute (AHLEI) certificate, National Retail Federation (NRF) certificate, Certified Production Technician (CPT), Certified Logistics Associate (CLA), Louisiana Economic Development (LED) FastStart's Certification 4 Manufacturing (C4M), Manufacturing Skill Standards Council's (MCSC), National Center for Construction Education and Research (NCCER) Core Education.</p> <p>Career/Technical Education Programs or other Vocational Training not to exceed 120 hours per month unless the participant volunteers for additional hours.</p>
Target population	Volunteers, Participants 16-17 years old are not currently enrolled in high school. Not employed or underemployed; Reentry, ABAWDS, Disconnected Youth.
Criteria for participation	The individual must be at least 16 years old and did not obtain a high school diploma or its equivalency and be interested and willing to participate in gaining employment and training skills. SNAP E&T participants are assessed to determine their educational and training level and must score at an 8th grade level on the TABE. In addition, SNAP E&T participants are required to meet the prerequisites for the program of study.
Geographic area	Statewide
E&T providers	Accomplished Learning Services, Aim High, Axom Development, Ben Johnson Educational Center, CodeX Academy, Durham Transport, Elise Phlebotomy, Evolve Family life Services, Faith and Fostering, Goodwill of North Louisiana, Goodwill of Southeast Louisiana, Grace House, HOPE Ministries, Louisiana Community & Technical College System, National Driving Academy, New Orleans Career Center, New Opportunities Vision Achievement, Operation Restoration, Operation Spark, Petra College, Propel America, Rosebud Inc, Thrive NOLA, The First 72+, The Walls Project
Projected annual participation	1637
Estimated annual component costs	\$5,758,168

<p>Not supplanting</p>	<p>SNAP E&T funds cannot pay for services that are already available to individuals through a State entitlement program. Therefore, all SNAP E&T participants are required to secure Federal financial aid (not including student loans) such as a Pell Grant before charging any educational services and activities to SNAP E&T. SNAP E&T providers must document in SNAP Works that the above has been verified and will be reviewed at Management Evaluation Review. During the review process the provider provides funding proof for participants in the form of billing statements, award/non award letters indicating the participants are not utilizing funding from entitlement programs. This is compared to the costs invoiced by the provider.</p>
<p>Cost parity</p>	<p>The State of Louisiana has a voluntary SNAP E&T program where individuals are referred from community based organizations and community/technical colleges to participate in the SNAP E&T program through a reverse referral process. The individual initiates contact with the SNAP E&T provider of choice. Therefore, all individuals are charged the same amount for all activities provided by the SNAP E&T provider before and after the SNAP E&T provider knows the individual is a SNAP recipient.</p> <p>In addition, the State of Louisiana utilizes a cost reimbursement contract with all SNAP E&T providers. The SNAP E&T providers incur the actual costs for services provided to all individuals in their programs. The costs that are associated with individuals who are eligible for SNAP E&T are reimbursed through the monthly invoice process. SNAP E&T conducts onsite monitoring visits with providers to ensure program compliance. During the monitoring visits the provider provides funding proof for participants in the form of billing statements for SNAP E&T participants and non- participants. This is compared to the costs invoiced by the provider.</p>

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

<p>Details</p>	<p>English Language Acquisition (EPEL)</p>
<p>Description of the component</p>	<p>N/A</p>

Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Not supplanting	N/A
Cost parity	N/A

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

Details	Integrated Education and Training/Bridge Programs (EPIE)
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Not supplanting	N/A
Cost parity	N/A

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

Details	Work Readiness Training (EPWRT)
Description of the component	Designed to include skill assessment and educational remediation services that prepare individuals for the workforce.

	<p>Work readiness skills may include both foundational cognitive skills such as reading for information, applied mathematics, locating information, problem solving, and critical thinking and non-cognitive skills, or soft skills, which are defined as personal characteristics and behavioral skills that enhance an individual’s interactions, job performance, and career prospects such as adaptability, integrity, cooperation, and workplace discipline.</p> <p>Work Readiness Training not to exceed 120 hours per month unless the participant volunteers for additional hours.</p>
Target population	Volunteers, Youth age 16 and 17 not currently enrolled in high school, 18 and older who are not employed or underemployed; Homeless, Reentry, ABAWDS Disconnected Youth,
Criteria for participation	The Individuals would need to be unemployed and or looking for better employment; or must be out-of-school and at least 16 years of age and be interested and willing to participate in gaining employment and training skills. Participants are expected to engage in informational sessions with providers to get an understanding of the program. Participants are expected to be at an 8th grade reading level. To get the most out of the component, participants would need to have the ability to, comprehend as well as a willingness to learn, ready to accept employment, and adapt to changes in a work environment
Geographic area	Statewide
E&T providers	Ben Johnson Educational Center, Café Reconcile, Calcaseiu Parish Police Jury, Evolve Family Life Services, Faith and Fostering, Goodwill of North Louisiana, Goodwill of Southeast Louisiana, Grace House, HOPE Ministries, Liberty’s Kitchen, Louisiana Green Corps, Mission Rebirth, New Orleans Mission, New Orleans Women & Children Services, New Opportunities Vision Achievement, Operation Spark, Perta College, Society of St. Vincent de Paul, The First 72+, Youth Empowerment Project
Projected annual participation	1163
Estimated annual component costs	\$3,211,198
Not supplanting	SNAP E&T funds cannot pay for services that are already available to individuals through a State entitlement program. Therefore, all SNAP E&T participants are required to secure

	<p>Federal financial aid (not including student loans) such as a Pell Grant before charging any educational services and activities to SNAP E&T. SNAP E&T providers must document in SNAP Works that the above has been verified and will be reviewed at Management Evaluation Review. During the review process the provider provides funding proof for participants in the form of billing statements, award/non award letters indicating the participants are not utilizing funding from entitlement programs. This is compared to the costs invoiced by the provider.</p>
<p>Cost parity</p>	<p>The State of Louisiana has a voluntary SNAP E&T program where individuals are referred from community based organizations and community/technical colleges to participate in the SNAP E&T program through a reverse referral process. The individual initiates contact with the SNAP E&T provider of choice. Therefore, all individuals are charged the same amount for all activities provided by the SNAP E&T provider before and after the SNAP E&T provider knows the individual is a SNAP recipient.</p> <p>In addition, the State of Louisiana utilizes a cost reimbursement contract with all SNAP E&T providers. The SNAP E&T providers incur the actual costs for services provided to all individuals in their programs. The costs that are associated with individuals who are eligible for SNAP E&T are reimbursed through the monthly invoice process. SNAP E&T conducts onsite monitoring visits with providers to ensure program compliance. During the monitoring visits the provider provides funding proof for participants in the form of billing statements for SNAP E&T participants and non- participants. This is compared to the costs invoiced by the provider.</p>

Table G.XI. Educational Program Details: Other

Details	Other (EPO): State agency must provide description
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A

Louisiana, Federal Fiscal Year 2025

E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Not supplanting	N/A
Cost parity	N/A

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.).
- **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

Details	Work Activity (WA)
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A

Table G.XIII. Work Experience: Internship

Details	Internship (WBLI)
Description of the component	<p>Designed to have sustained interactions with industry or community professionals in real world settings to the extent practicable, or simulated environments at an educational institution that provides firsthand engagement with the tasks required in a given career field, that are aligned to curriculum and instruction. Work-based learning emphasizes employer engagement, includes specific training objectives, and leads to regular employment. In addition, internships is a planned, structured learning experience that takes place in a workplace for a limited period of time. Activities will provide participants with culinary skills to place them in culinary jobs; increase academic and critical skills in construction/computer coding to prepare participants for employment along with industry certifications and credentials; assist participants in navigating educational barriers to develop social and professional skills needed in healthcare, automotive, customer service and graphic arts.</p> <p>Curriculum Design & Onboarding: Provider staff and employer develop a customized training plan that identifies essential skills and work experience needed for the participant’s role. Upon onboarding, participants receive a detailed outline of their</p>

	<p>responsibilities and the learning objectives they will work towards throughout the internship.</p> <p>Milestone Setting: Employers provide a set of clearly defined milestones that participants are expected to achieve during their internship. These milestones serve as a guide to track progress and development. This is individualized based on the employer.</p> <p>Employer Feedback: Regular feedback is provided by the employer through structured evaluations, including one-on-one meetings and performance assessments. These sessions offer participants the opportunity to receive constructive feedback and adjust their approach to meet goals.</p> <p>Skill Development: As participants meet employer specified milestones, they gain hands-on experience and develop industry-specific skills that prepare them for future employment.</p> <p>Transition to Permanent Employment: Upon successful completion participants transition to permanent employment with the employer. This is facilitated by ongoing mentorship, final evaluations, and a job offer, when appropriate. In some cases, participants may receive additional job placement support if a permanent position with the employer is not available.</p> <p>Participant Reimbursements: As part of the component, participants are eligible for participant reimbursements such as transportation, child care, and other work-related expenses. These reimbursements ensure that participants have the resources needed to fully engage in the program and successfully transition into the workforce.</p> <p>Upon completion of the component, participants are expected to have gained the skills, experience, and confidence necessary for full-time employment within the industry training is received.</p> <p>Providers track the participant's components hours as well as the participant's progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.</p>
--	--

Louisiana, Federal Fiscal Year 2025

Target population	Volunteers, 18 and older who are not employed or underemployed, ABAWDS
Criteria for participation	The Individuals would need to be unemployed and or looking for better employment; or must be out-of-school and at least 16 years of age and be interested and willing to participate in gaining employment and training skills. SNAP E&T participants are required to complete the necessary education and training activities to gain skills in a real workplace environment. Successful completion of work readiness classes with is required for participants to participate in the internship component, with at least 80% attendance.
Geographic area	Statewide
E&T providers	Café Reconcile, Liberty’s Kitchen, Mission Rebirth, Operation Spark, Petra College, Propel America, Youth Empowerment Project
Projected annual participation	130
Estimated annual component costs	\$639,969

Table G.XIV. Work Experience: Pre-Apprenticeship

Details	Pre-Apprenticeship (WBLPA)
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A

Table G.XV. Work Experience: Apprenticeship

Details	Apprenticeship (WBLA)
Description of the component	<p>Designed to have sustained interactions with industry or community professionals in real world settings to the extent practicable or simulated environments that provides firsthand engagement with the tasks required in a given career field that are aligned to curriculum and instruction. Apprenticeship is a training activity that is conducted under the supervision of an experienced worker with related classroom instruction. The Apprenticeship Training programs offered includes Software Development.</p> <ul style="list-style-type: none"> • Development Shop generally prepares graduates in acquiring a full-time job in the software industry. <p>Course Duration: 6 months</p> <p>Curriculum Design & Onboarding: Provider staff and employer develop a customized training plan that identifies essential skills and work experience needed for the participant’s role. Upon onboarding, participants receive a detailed outline of their responsibilities and the learning objectives they will work towards throughout the internship.</p> <p>Milestone Setting: Employers provide a set of clearly defined milestones that participants are expected to achieve during their internship. These milestones serve as a guide to track</p>

	<p>progress and development. This is individualized based on the employer.</p> <p>Employer Feedback: Regular feedback is provided by the employer through structured evaluations, including one-on-one meetings and performance assessments. These sessions offer participants the opportunity to receive constructive feedback and adjust their approach to meet goals.</p> <p>Skill Development: As participants meet employer specified milestones, they gain hands-on experience and develop industry-specific skills that prepare them for future employment.</p> <p>Transition to Permanent Employment: Upon successful completion participants transition to permanent employment with the employer. This is facilitated by ongoing mentorship, final evaluations, and a job offer, when appropriate. In some cases, participants may receive additional job placement support if a permanent position with the employer is not available.</p> <p>Participant Reimbursements: As part of the component, participants are eligible for participant reimbursements such as transportation, child care, and other work-related expenses. These reimbursements ensure that participants have the resources needed to fully engage in the program and successfully transition into the workforce.</p> <p>Upon completion of the component, participants are expected to have gained the skills, experience, and confidence necessary for full-time employment within the industry training is received.</p> <p>Providers track the participant’s components hours as well as the participant’s progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.</p>
<p>Target population</p>	<p>Volunteers, Youth age 16 and 17 not currently enrolled in high school, 18 and older who are not employed or underemployed; Homeless, ABAWDS</p>

Criteria for participation	The Individuals would need to be unemployed and or looking for better employment; or must be out-of-school and at least 16 years of age and be interested and willing to participate in gaining employment and training skills. The participate must not have any prior convictions related to any sexual offense, have a high school diploma/GED/HiSET or be enrolled in a GED/HiSET Program. Potential participants are expected to attend an interview with the provider prior to being accepted
Geographic area	Statewide
E&T providers	New Orleans Career Center, Operation Spark
Projected annual participation	65
Estimated annual component costs	\$412,085

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

Details	On-the-Job-Training (WBLOJT)
Description of the component	<p>Designed to have sustained interactions with industry or community professionals in real world settings to the extent practicable, or simulated environments at an educational institution that provides firsthand engagement with the tasks required in healthcare, culinary arts, construction, landscaping, computer coding and IT and are aligned to curriculum and instruction. Participants will receive in-person tutoring to meet educational goals while training to training to enter the laboratory healthcare field, culinary arts, construction, landscaping, computer coding and IT. Upon completion of the training, the employer is expected to retain the individuals as regular employees.</p> <p>Curriculum Design & Onboarding: Provider staff and employer develop a customized training plan that identifies essential skills and work experience needed for the participant’s role. Upon onboarding, participants receive a detailed outline of their responsibilities and the learning objectives they will work towards throughout the internship.</p> <p>Milestone Setting: Employers provide a set of clearly defined milestones that participants are expected to achieve during their internship. These milestones serve as a guide to track progress and development. This is individualized based on the employer.</p> <p>Employer Feedback: Regular feedback is provided by the employer through structured evaluations, including one-on-one meetings and performance assessments. These sessions offer participants the opportunity to receive constructive feedback and adjust their approach to meet goals.</p> <p>Skill Development: As participants meet employer specified milestones, they gain hands-on experience and develop industry-specific skills that prepare them for future employment.</p> <p>Transition to Permanent Employment: Upon successful completion participants transition to permanent employment with the employer. This is facilitated by ongoing mentorship, final evaluations, and a job offer, when appropriate. In some</p>

	<p>cases, participants may receive additional job placement support if a permanent position with the employer is not available.</p> <p>Participant Reimbursements: As part of the component, participants are eligible for participant reimbursements such as transportation, child care, and other work-related expenses. These reimbursements ensure that participants have the resources needed to fully engage in the program and successfully transition into the workforce.</p> <p>Upon completion of the component, participants are expected to have gained the skills, experience, and confidence necessary for full-time employment within the industry training is received.</p> <p>Providers track the participant’s components hours as well as the participant’s progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.</p>
Target population	Volunteers, Youth age 16 and 17 not currently enrolled in high school, 18 and older who are not employed or underemployed, ABAWDS, Disconnected Youth
Criteria for participation	The Individuals would need to be unemployed and or looking for better employment; or must be out-of-school and at least 16 years of age and be interested and willing to participate in gaining employment and training skills. SNAP E&T Participants are expected to engage in informational sessions with providers to get an understanding of the program. Participants are expected to be at an 8th grade reading level. Participants are required to complete the necessary education and training activities to gain skills in a real workplace environment. After completion of On-the-Job Training, the SNAP E&T participants should be willing to accept suitable employment
Geographic area	Statewide
E&T providers	Café Reconcile, Faith and Fostering, New Orleans Misson
Projected annual participation	140
Estimated annual component costs	\$ 586,055

Table G.XVII. Work Experience: Transitional Jobs

Details	Transitional Jobs (WBLTJ)
Description of the component	<p>Designed to have sustained interactions with industry or community professionals in real world settings to the extent practicable, or simulated environments at an educational institution that provides firsthand engagement with the tasks required in a given career field, that are aligned to curriculum and instruction. Work-based learning emphasizes employer engagement, includes specific training objectives, and leads to regular employment. In addition, Transitional Jobs is a work based learning program with a goal to establish a work history for individuals who are otherwise unemployable. Transitional jobs allow the individual to develop specific workplace skills necessary to attain and retain employment. Transitional employment include specific training objectives and leads to the entry into, and retention in regular unsubsidized employment in culinary, construction, and environmental services. Training objectives include, project management as it relates to time, completing multiple tasks, and expectations for the job from the employer/Transitional Jobs partner; Professional presentation; Risk management and safety; Equipment operation; Effective communication and Digital literacy. Participants are expected to work up to 8 hours per day for 3 to 4 days per week up for three to four months before securing unsubsidized employment not paid with SNAP E&T funds.</p> <p>Curriculum Design & Onboarding: Provider staff and employer develop a customized training plan that identifies essential skills and work experience needed for the participant’s role. Upon onboarding, participants receive a detailed outline of their responsibilities and the learning objectives they will work towards throughout the internship.</p> <p>Milestone Setting: Employers provide a set of clearly defined milestones that participants are expected to achieve during their internship. These milestones serve as a guide to track progress and development. This is individualized based on the employer.</p> <p>Employer Feedback: Regular feedback is provided by the employer through structured evaluations, including one-on-one meetings and performance assessments. These sessions offer</p>

	<p>participants the opportunity to receive constructive feedback and adjust their approach to meet goals.</p> <p>Skill Development: As participants meet employer specified milestones, they gain hands-on experience and develop industry-specific skills that prepare them for future employment.</p> <p>Transition to Permanent Employment: Upon successful completion participants transition to permanent employment with the employer. This is facilitated by ongoing mentorship, final evaluations, and a job offer, when appropriate. In some cases, participants may receive additional job placement support if a permanent position with the employer is not available.</p> <p>Participant Reimbursements: As part of the component, participants are eligible for participant reimbursements such as transportation, child care, and other work-related expenses. These reimbursements ensure that participants have the resources needed to fully engage in the program and successfully transition into the workforce.</p> <p>Upon completion of the component, participants are expected to have gained the skills, experience, and confidence necessary for full-time employment within the industry training is received.</p> <p>Providers track the participant’s components hours as well as the participant’s progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.</p>
<p>Target population</p>	<p>Volunteers, Youth age 16 and 17 not currently enrolled in high school, 18 and older who are not employed or underemployed Justice Involved, Homeless, ABAWDS</p>
<p>Criteria for participation</p>	<p>The Individuals would need to be unemployed and or looking for better employment; or must be out-of-school and at least 16 years of age and be interested and willing to participate in gaining employment and training skills. SNAP E&T participants are required to complete the necessary education and training activities to gain skills in a real workplace environment. SNAP E&T Participants are expected to engage in informational sessions with providers to get an understanding of the program. Participants are expected to be at an 8th grade reading level.</p>

	The SNAP E&T participants should be willing to transition to suitable unsubsidized employment.
Geographic area	Statewide
E&T providers	Café Reconcile, Mission Rebirth
Projected annual participation	37
Estimated annual component costs	\$188,982

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

Details	Work-based learning - Other (WBLO): State agency must provide description
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.

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

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

Details	Internship – Subsidized by E&T (WBLI - SUB)
Description of the component	<p>Designed to have sustained interactions with industry or community professionals in real world settings to the extent practicable, or simulated environments at an educational institution that provides firsthand engagement with the tasks required in a given career field, that are aligned to curriculum and instruction. Work-based learning emphasizes employer engagement, includes specific training objectives, and leads to regular employment. In addition, internships is a planned, structured learning experience that takes place in a workplace for a limited period of time. Activities will provide participants with skills needed to be place in a career in Green Infrastructure and/or construction, office administrative duties including, switchboard: how to use a multi-line phone system, computer skills, filing, data entry, scheduling, communication, organization skills, time management, and customer service. Through collaboration partners in the public, non-profit and private sector, students learn different systems used in the mitigation of stormwater, french drains, sunken gardens, bioswales, native plants, etc. Students will be exposed to installing drywall, framing, mudding, taping, painting, hanging doors, installing trim, laminating, flooring and siding. Participants are paid up to \$15/hr for up to 100 hours for their internship.</p> <p>Curriculum Design & Onboarding: Provider staff and employer develop a customized training plan that identifies essential skills and work experience needed for the participant’s role. Upon onboarding, participants receive a detailed outline of their responsibilities and the learning objectives they will work towards throughout the internship.</p> <p>Milestone Setting: Employers provide a set of clearly defined milestones that participants are expected to achieve during their internship. These milestones serve as a guide to track progress and development. This is individualized based on the employer.</p> <p>Employer Feedback: Regular feedback is provided by the employer through structured evaluations, including one-on-one meetings and performance assessments. These sessions</p>

	<p>offer participants the opportunity to receive constructive feedback and adjust their approach to meet goals.</p> <p>Skill Development: As participants meet employer specified milestones, they gain hands-on experience and develop industry-specific skills that prepare them for future employment.</p> <p>Transition to Permanent Employment: Upon successful completion participants transition to permanent employment with the employer. This is facilitated by ongoing mentorship, final evaluations, and a job offer, when appropriate. In some cases, participants may receive additional job placement support if a permanent position with the employer is not available.</p> <p>Participant Reimbursements: As part of the component, participants are eligible for participant reimbursements such as transportation, child care, and other work-related expenses. These reimbursements ensure that participants have the resources needed to fully engage in the program and successfully transition into the workforce.</p> <p>Upon completion of the component, participants are expected to have gained the skills, experience, and confidence necessary for full-time employment within the industry training is received.</p> <p>Providers track the participant’s components hours as well as the participant’s progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.</p>
<p>Target population</p>	<p>Volunteers, Youth age 16 and 17 not currently enrolled in high school, 18 and older who are not employed or underemployed Justice Involved, Homeless, ABAWDS.</p>
<p>Criteria for participation</p>	<p>The Individuals would need to be unemployed and or looking for better employment; or must be out-of-school and at least 18 years of age, may be formerly incarcerated, and be interested and willing to participate in gaining employment and training skills. SNAP E&T participants are required to complete the necessary education and training activities to gain skills in a real workplace environment.</p>

Geographic area	Orleans Parish, Jefferson Parish Plaquemines, St. Bernard, St. Charles, St. James, Iberville
E&T providers	LA Green Corps., Mission Rebirth
Projected annual participation	17
Estimated annual component costs	\$49,377
Length of time the SWBL will run	2 to 4 Weeks, Up to 100 hours.
Other administrative costs associated with SWBL	N/A

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

Details	Pre-Apprenticeship– Subsidized by E&T (WBLPA-SUB)
Description of the component	N/A
Target population	N/A
Criteria for participation	N/A
Geographic area	N/A
E&T providers	N/A
Projected annual participation	N/A
Estimated annual component costs	N/A
Length of time the SWBL will run	N/A
Other administrative costs associated with SWBL	N/A

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

Details	Apprenticeship – Subsidized by E&T (WBLA- SUB)
Description of the component	<p>Designed to have sustained interactions with industry or community professionals in real world settings to the extent practicable or simulated environments that provides firsthand engagement with the tasks required in construction and landscape learning through Green Infrastructure interventions that are aligned to curriculum and instruction. Apprenticeship is a training activity that is conducted under the supervision of an experienced worker with related classroom instruction. The SWBL is designed to meet the skilled workforce needs of employers. A year was spent with industry experts, including the Center for Watershed protection to co-design the certified training curriculum. Thrive New Orleans have certified employees and contracted professionals that work and train the apprentices.</p> <p>Objective: Thrive New Orleans seeks to provide participants with technical skills training and increased access to job opportunities to empower them in securing a living wage that will allow them to move from federal SNAP assistance toward financial independence and stability. Through Thrive New Orleans workforce initiatives and community partnerships, Thrive provides participants with life skills and work readiness skills, workforce training, apprenticeship opportunities, and job search training. Participants of Thrive New Orleans workforce training programs also receive wraparound support (i.e., behavioral health services, substance abuse treatment, life skills coaching, post-graduate coaching, and job placement coaching) that holistically empowers them to succeed in their chosen industries. (Note: Behavioral health services, substance abuse treatment, and life skills coaching are funded by the agency, not by funding provided through the SNAP E&T program.) By increasing their vocational skills and wage potential, Thrive helps participants secure sustainable employment, subsequently increasing the resiliency of their families and communities as a whole. Thrive New Orleans shares the training objectives with the participants in the morning huddle and ending with the afternoon locker room chat.</p>

	<p>Participants complete an interest form and are then contacted by Thrive New Orleans staff to be placed in ThriveWorks Green training cohort. The apprenticeship training programs offered include stormwater management and green infrastructure. All participants undergo the same process, following a three-phase training: (1) one week of classroom workforce readiness training; (2) two weeks of classroom technical training; and (5) five weeks of apprenticeship learning.</p> <p>All participants receive wraparound, supportive services, and services from a variety of professionals for the duration of the training program. Supportive services includes training materials, work and training tools, clothing for job interviews, certifications, transportation, and personal hygiene items. Participants are eligible to receive career services after graduation.</p> <p>Through Thrive New Orleans' workforce training programs, individuals have the opportunity to receive vocational training from industry experts in order to increase their skill set and wage potential. ThriveWorks Green trains individuals in stormwater management and green infrastructure (SMGI) and connects them to living-wage jobs in the blue/green industry. The cohort model provides individuals with technical skills and paid apprenticeship experience needed for long-term success in the SMGI field. Through a combination of classroom instruction and hands-on training, ThriveWorks Green participants gain hard skills (i.e., installation of green infrastructure such as permeable pavers, rain gardens, retention ponds, bioswales, native plants, and infiltration trenches; instruction on pertinent heavy machinery and tools such as circular saws, gas-powered concrete saws, jackhammers, excavators, and skid-steers) and soft skills (i.e., communication, time management, conflict resolution, personal growth, critical thinking, decision making).</p> <p>Thrive has also established a second phase to our apprenticeship training program, which enables some ThriveWorks Green graduates who have shown exceptional talent and interest in the SMGI field to be hired by Thrive upon completion of the training for a living wage as</p>
--	---

	<p>designated by the City of New Orleans. This allows Thrive to further invest in individuals who exemplify professionalism and dedication to the field of SMGI, providing advanced training and more intensive apprenticeship work to participants. This second phase lasts for an additional five weeks and includes an increase in the hourly stipend offered to participants.</p> <p>Participants are paid at a rate of \$12/hour for their participation. Upon completion of the program, participants receive four specialized training credentials: Clean Water Certificate (CWC) (endorsed by the Center for Watershed Protection), OSHA 10, National Center for Construction Education and Research (NCCER) Core, and Transportation Worker Identification (TWIC).</p> <p>Thrive New Orleans track the participant's components hours as well as the participant's progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.</p> <p>Thrive New Orleans is the employer of record. Wages are subsidized at 100% but requesting 50% of the wages to be reimbursed by E&T funds. The wages are subsidized for 5 weeks, although some participants may complete their SWBL program in fewer or more days depending on their progress through the curriculum and readiness for unsubsidized employment. Industry employer partners hire the majority of the SWBL graduates. The program operates with all applicable labor laws and will not displace or replace existing employment of individuals not participating in E&T. Individuals are provided with the same benefits and working conditions to E&T and non-E&T training participants.</p> <p>Curriculum Design & Onboarding: Provider staff and employer develop a customized training plan that identifies essential skills and work experience needed for the participant's role. Upon onboarding, participants receive a detailed outline of their responsibilities and the learning objectives they will work towards throughout the internship.</p> <p>Milestone Setting: Employers provide a set of clearly defined milestones that participants are expected to achieve during their internship. These milestones serve as a guide to track</p>
--	--

	<p>progress and development. This is individualized based on the employer.</p> <p>Employer Feedback: Regular feedback is provided by the employer through structured evaluations, including one-on-one meetings and performance assessments. These sessions offer participants the opportunity to receive constructive feedback and adjust their approach to meet goals.</p> <p>Skill Development: As participants meet employer specified milestones, they gain hands-on experience and develop industry-specific skills that prepare them for future employment.</p> <p>Transition to Permanent Employment: Upon successful completion participants transition to permanent employment with the employer. This is facilitated by ongoing mentorship, final evaluations, and a job offer, when appropriate. In some cases, participants may receive additional job placement support if a permanent position with the employer is not available.</p> <p>Participant Reimbursements: As part of the component, participants are eligible for participant reimbursements such as transportation, child care, and other work-related expenses. These reimbursements ensure that participants have the resources needed to fully engage in the program and successfully transition into the workforce.</p> <p>Upon completion of the component, participants are expected to have gained the skills, experience, and confidence necessary for full-time employment within the industry training is received.</p> <p>Providers track the participant’s components hours as well as the participant’s progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.</p>
<p>Target population</p>	<p>Volunteers including those who are unemployed, underemployed, and/or formerly incarcerated. Individuals aged 26 to 35, justice-involved or returning citizens.</p>
<p>Criteria for participation</p>	<p>The Individuals would need to be unemployed and or looking for better employment; or must be out-of-school and at least 16 years of age and be interested and willing to participate in</p>

	gaining employment and training skills. The participants must not have any prior convictions related to any sexual offense, have a high school diploma/GED/HiSET or be enrolled in a GED/HiSET Program. Potential participants are expected to attend an interview with the provider prior to being accepted.
Geographic area	Orleans Parish
E&T providers	Thrive New Orleans
Projected annual participation	75
Estimated annual component costs	\$148,370
Length of time the SWBL will run	5 weeks apprenticeship subsidy
Other administrative costs associated with SWBL	N/A

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

Details	Transitional Jobs – Subsidized by E&T (WBLTJ - SUB)
Description of the component	<p>The program is designed to meet the skilled workforce needs of employers by curriculum that is guided by internal and external data on the types of employers likely to provide quality jobs for participants with a prior felony record, independent evaluations, and employer and participant feedback.</p> <p>Objectives: Skill development is paired with case management, referrals to community organizations for support services, interactions with professionals in the workforce, and feedback on job performance. Participants learn new skills and practice these skills in coaching sessions and in a real work environment alongside full-time employees. By working on active crews, CEO participants learn many transferable soft and hard skills that will help them to become Job Start Ready (JSR). For example, each participant must complete digital literacy training. All CEO participants must engage in three weeks of digital literacy training. CEO partnered with Google to curate self-guided trainings to assist participants in creating resumes, attend a video call and use of Gmail. Additionally, all SWBL participants receive introduction to OSHA training to prepare them for an OSHA 10 certification if advanced workplace safety</p>

	<p>certifications align with their unsubsidized job goals. While the jobs participants are doing varies by social enterprise SWBL partner, the durable + hard skills they obtain are transferrable across industries. These hard skills include equipment management, project management, task structuring, and workplace safety.</p> <p>Participants are expected to work up to 8 hours per day for 3 to 4 days per week up for three to four months before securing unsubsidized employment. The hourly wage rate is \$11.19.</p> <p>Here is an overview of the curriculum and training progression for participants engaged in WBLTJ-SUB: When beginning WBLTJ-SUB, participants complete a “Job Start Ready Assessment” which informs training throughout SWBL, including job coaching, transitional job training, and additional training/credentialing opportunities needed. CEO staff revisit the assessment subsequently throughout SWBL to gauge the extent to which CEO participants have demonstrated their preparedness for full-time, unsubsidized employment. The assessment centers around six key questions that utilize a scale of readiness; each question includes a staff assessment score, a participant self-assessment score, and an open-ended comment box.</p> <p>Coursework and training available throughout WBLTJ-SUB:</p> <ul style="list-style-type: none">• Interview skills• Answering a conviction question with an employer• Professional attire• Building a great resume• Financial capability (budgeting, building savings, credit, overcoming legal and other types of debt) - In Denver we partner with KeyBank and in Colorado Springs we partner with the Credit Union of Colorado to provide this training.• Cognitive behavior intervention for employment: weighing costs & benefits; setting a goal; choice in behavior; recognizing risky situations• Digital skills: Through a partnership with Google, CEO has curated robust digital skills trainings to each of our participants. There are three foundational lessons:
--	--

	<p>google workspace which includes setting up and navigating Gmail; starting or joining a video conference through Google Meet; and building a resume. Within these trainings individuals practice skills in: typing, navigating google, social media, phone, and email.</p> <p>Via CEO's classroom training a participant should be successfully able to safely work and operate the proper tools during SWBL, have needed support services, understand expectations for their goal job, and improve digital and financial literacy.</p> <p>Designed to have sustained interactions with industry or community professionals in real world settings to the extent practicable, or simulated environments at an educational institution that provides first hand engagement with the tasks required in a given career field, that are aligned to curriculum and instruction. Work-based learning emphasizes employer engagement, includes specific training objectives, and leads to regular employment. In addition, Transitional Jobs is a work based learning program with a goal to establish a work history for individuals who are otherwise unemployable. Transitional jobs allow the individual to develop specific workplace skills necessary to attain and retain employment with paid wages subsidized by SNAP E&T. Transitional employment include specific training objectives and leads to the entry into, and retention in regular unsubsidized employment (see specifics below). Site supervisors provide training to participants while they engage in WBLTJ-SUB. Via transitional employment and economic mobility training, a participant should have the soft skills and hard skills necessary to be successful in unsubsidized employment, access to experienced professionals in their chosen field, and connections with employers.</p> <p><u>Soft skills specific to WBLTJ-SUB:</u></p> <ul style="list-style-type: none">• Managing task completion and effort at work• Time management• Giving and receiving feedback• Cooperation with supervisor• Cooperation with co-workers• Personal presentation
--	---

	<p><u>Hard skills specific to WBLTJ-SUB:</u></p> <ul style="list-style-type: none">• Operating tools effectively and safely - as the Site Supervisors are confident in a participant’s ability to safely use each tool, perform the tasks at hand, and their care and maintenance of the tools, a participant will then progress to training with higher skilled/higher risk tools. Including but not limited to:<ul style="list-style-type: none">○ Basic Hand Tools○ Weed Trimmer○ Chain Saw○ Chipper• Depending on participants’ identified employment goals, opportunities for relevant credentials are introduced and included into their employment plan. Credentialing offered during transitional employment, or supported with evening classroom instruction, are specific to sectors of interest where participants have expressed interest to pursue and the industry is favorable to hiring returning citizens. There is a particular emphasis on IT, transportation, and construction career pathways, as employers in those sectors have proven more welcoming of individuals with a criminal record. Current CEO LA credentials include OSHA trainings, Commercial Driving License (CDL)-Class A, forklifting, among others. <p>CEO also assesses participants for needed support services to engage in SWBL, and follows E&T policy for providing participant reimbursements that are reasonable and directly related to participation in an E&T component. CEO defines support services as services such as transportation, work clothing, tools, and training that help reduce barriers for individuals to participate in activities related to training, employment and work readiness. Supportive services are not entitlements and must be supported through needs assessments/goal setting. For example, CEO New Orleans provides participant boots during their WBLTJ-SUB and transportation assistance to and from the CEO office, as we know transportation is a barrier for individuals.</p> <p>Via job coaching, which is offered concurrently with paid</p>
--	---

	<p>transitional employment/training, an individual should overcome specific barriers to work identified in their employability assessment. Participants typically receive assessments every 2-4 weeks to gauge their progress toward becoming “job start ready,” which is helpful for CEO to monitor an individual’s progress and identify the areas for additional training. In addition, the job coach helps participants identify their unsubsidized job interests to pursue with CEO’s job developer (supervised job search component).</p> <p>Providers track the participant’s components hours as well as the participant’s progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.</p> <p>Employer partners are consulted in the design of the SWBL and training curriculum and assists in identifying specific skills and training objectives they wanted to see participants exhibit in SWBL in defining the partnership. Employer partners frequently identify that building durable skills such as being on time for work and an ability to work with colleagues, in addition to practice sorting materials and building hard skills via credentials will demonstrate readiness for unsubsidized employment with the company.</p> <p>The curriculum and the specific training objectives related to each SWBL employer partnership were informed by the partners in Louisiana. CEO meets with our SWBL employer partners on a weekly basis initially and then no longer than one month between meetings. In these meetings we gather feedback on how the partnership is going and what would benefit the employer. For example, we have been responsive to employer requests for our participants to have the options of flagger certification, forklift certification, first aid, CPR, and other home health certifications.</p> <p>As CEO creates its relationships with our social enterprise employers, we establish skills needed for sector employment. For example, our beautification partners have provided training for skills such as light construction and carpentry so that they could rehang windows, gutters, and replace doors, while our partners who are in need of groundskeeping and landscaping services helped CEO participants learn and</p>
--	---

	<p>become proficient with tools like leaf blowers, pole saws, weed whackers, push and riding mowers.</p> <p>All of the skills required for SWBL participation are outlined during a participant’s 2-day classroom start to SWBL – called Pathways to Employment or P2E. During P2E participants are told about how our social enterprise SWBL partners will support their skills training, and what skills need to be learned and practiced prior to moving to unsubsidized employment. The skills and training objectives listed across our SWBL employer partners are vital to job placements with a partner who will provide higher wage opportunities. While the jobs and training objectives participants are doing varies by each SWBL partner, the hard skills they obtain are transferable across industries. These hard skills include equipment management, project management, task structuring, and workplace safety.</p> <p>Site supervisors are in charge of training individuals in the various scopes of work outlined by our employer partners, including equipment maintenance and operation. Individualized feedback is given throughout the day and at the end of each work day.</p> <p>Salesforce is used to track each interaction with a participant and how it moves a participant promptly to unsubsidized employment readiness. As individuals progress through the program, they continue to receive internal assessments which provide a checklist of these skills and feedback from the site supervisors on their performance which is a predictor of placement outcomes. Additionally, placement and job retention outcomes are tracked as well as measures of job quality internally to further strengthen SWBL delivery. In a study of four years of participant data, the CEO assessment, which includes a range of durable skills prioritized by employers, was found to be predictive of employment and job retention, controlling for the individual demographics and the daily performance on the transitional work site. Throughout SWBL participation, CEO seek participant’s feedback and share with a participant their progress toward unsubsidized job placement readiness.</p> <p>CEO vocational staff work individually with all participants to coach participants on skills, and identify any barriers to full</p>
--	---

	<p>time, stable employment removed prior to each participant working with their dedicated Job Developer who facilitates the connection to the unsubsidized job employer. CEO's Job Developer creates relationships with employers, understanding their needs, and the skills they are looking for in their new hires, while collaborating with each participant, identifying their career goals, so as to best match them with a position that can lead to longevity in the workplace. CEO also ensures its work site partners reflect careers that are achievable and that the skills learned while at the work site are transferable. CEO develops relationships with multiple employers/social enterprise partners in the community as aligned with the SWBL curriculum and individuals are placed directly with SWBL employer/social enterprise partners or other employer partners in the same industry. Participants have limited SWBL days (75 max) to complete their SWBL curriculum and complete the checklist of job readiness for unsubsidized employment. We communicate participants progress weekly and give skills practice feedback daily. CEO staff have weekly case conferencing meetings where support services and other barriers to employment are addressed for SWBL participants.</p> <p>CEO is the employer of record. Wages are subsidized at 100% but requesting 50% of the wages to be reimbursed by E&T funds. The wages are subsidized for 8 weeks, although some participants may complete their SWBL program in fewer or more days depending on their progress through the curriculum and readiness for unsubsidized employment. The program operates with all applicable labor laws and will not displace or replace existing employment of individuals not participating in E&T. Individuals are provided with the same benefits and working conditions to E&T and non-E&T training participants. E&T participants are assessed for supportive service needs that includes transportation, uniforms, and certifications.</p> <p>Curriculum Design & Onboarding: Provider staff and employer develop a customized training plan that identifies essential skills and work experience needed for the participant's role. Upon onboarding, participants receive a detailed outline of</p>
--	---

	<p>their responsibilities and the learning objectives they will work towards throughout the internship.</p> <p>Milestone Setting: Employers provide a set of clearly defined milestones that participants are expected to achieve during their internship. These milestones serve as a guide to track progress and development. This is individualized based on the employer.</p> <p>Employer Feedback: Regular feedback is provided by the employer through structured evaluations, including one-on-one meetings and performance assessments. These sessions offer participants the opportunity to receive constructive feedback and adjust their approach to meet goals.</p> <p>Skill Development: As participants meet employer specified milestones, they gain hands-on experience and develop industry-specific skills that prepare them for future employment.</p> <p>Transition to Permanent Employment: Upon successful completion participants transition to permanent employment with the employer. This is facilitated by ongoing mentorship, final evaluations, and a job offer, when appropriate. In some cases, participants may receive additional job placement support if a permanent position with the employer is not available.</p> <p>Participant Reimbursements: As part of the component, participants are eligible for participant reimbursements such as transportation, child care, and other work-related expenses. These reimbursements ensure that participants have the resources needed to fully engage in the program and successfully transition into the workforce.</p> <p>Upon completion of the component, participants are expected to have gained the skills, experience, and confidence necessary for full-time employment within the industry training is received.</p>
--	---

	Providers track the participant’s components hours as well as the participant’s progress in the SNAP E&T Program in SNAP Works. SNAP E&T staff monitor data entered for participants on a monthly basis.
Target population	Volunteers who are returning citizens to Orleans, Jefferson, St. Bernard, and St. Tammany parishes.
Criteria for participation	<p>The Individuals would need to be unemployed and or looking for better employment; or must be out-of-school and at least 16 years of age and be interested and willing to participate in gaining employment and training skills. CEO does not require any specific skills, knowledge, or experience to participate in our program and our transitional work crews. CEO’s model is specifically designed to cater to all ranges of work experience and background. The main criteria are that participants are 18 years of age or older, have had some form of recent justice involvement, and are motivated and ready to work.</p> <p>CEO staff are trained to discuss with CEO participants their preferences for managing their SNAP benefits. In the event that an individual may lose access to SNAP and SNAP E&T due to earned income during SWBL, we will work to ensure participants understand how wages at CEO will impact their benefits. If an individual’s wages cause an individual to no longer be SNAP eligible, CEO will continue to provide services to that individual as planned. CEO will not seek reimbursement for individuals no longer enrolled in SNAP E&T.</p> <p>CEO’s goal for any participant is social and economic mobility aligned with their career goals, so we endeavor for an individual to gain unsubsidized employment that allows them to no longer need SNAP. With that goal in mind, we engage in financial planning discussions with participants during this critical transition home from prison, into paid training, and then into employment.</p>
Geographic area	Orleans, Jefferson, St. Bernard and St.Tammany Parishes
E&T providers	Center for Employment Opportunities
Projected annual participation	90
Estimated annual component costs	\$505,960
Length of time the SWBL will run	Typically 8 weeks for an average SWBL participant. It is subsidized for the duration of their SWBL. Note that durable skills coupled with hard skills are important to participant

	<p>unsubsidized employment success. There's a role CEO SWBL plays in career exploration for this particular subpopulation (e.g., criminal record, plus no prior work experience, younger) that explains the data trends with the relative success of those who do any type of specialized training and their job success regardless of industry. CEO see this trend especially with OSHA and beginning to see it more in other types of credentialing/training earned, such as our IT credentialing, where 20-30% of those who participate in the advanced credentialing and get jobs are entering jobs that may or may not be directly related, but they are staying on those jobs longer and hitting 180/365 significantly more than their peers. This happens in part because they are applying/reinforcing the durable skills in the core model.</p>
Other administrative costs associated with SWBL	N/A

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

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

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.

- a) 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

Contract or Partner Name:	CodeX Academy
Service Overview:	CodeX Academy's is a voluntary virtual Software Development Engineer program that lasts 9 months and participants are trained in full-stack development and engineering. Participants are assessed and then paired with a mentor who is a full-stack engineer that teaches, coaches, and prepares them on their projects and assignments and even their evaluations with their instructors. Participants gain the following skills as a result of completing the software development engineering course: how to build a complete front-end and back-end development (process of building components that interact with users such as user interface, buttons, websites, etc.; How to design and evaluate the server, applications, security mechanisms, networking, and interfacing through server architectures such as Amazon Web Services, Microsoft Azure, and Google Cloud; How to deploy software for public usage; How to create mobile web development which are applications that work on mobile devices for Android and iOS; How to develop video gaming by transforming a concept to playable reality. Participants are guaranteed a 90 – day internship with employer partners such as Tennessee Titans, Nashville Predators, Nissan, Google, and Amazon.
Intermediary:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Contract or Partner Name:	CodeX Academy
Components Offered:	Education – Career Technical Education Programs or Other Vocational Training, Job Retention
Credentials Offered:	Certificate of Completion
Participant Reimbursements Offered:	Tuition, Housing/Utility
Location:	State of Louisiana
Target Population:	Individuals age 18 and older that includes ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, volunteers, etc.
Monitoring of contractor:	The DCFS Contracts Section and the Workforce Development Section will jointly monitor the SNAP E&T Providers for programmatic and contractual compliance. Monitoring will include on-site visits as well as periodic contact via telephone and zoom and written correspondence. Policy revisions are shared by email with the provider when revisions are made. Performance indicators are included in the contract. If the contractor fails to meet performance goals, the contract may be ended. The contract will be monitored on a monthly basis reviewing invoices for allowable costs and reviewing monthly reports submitted by the contractor.
Ongoing communication with contractor:	DCFS utilizes emails, phone calls, Zoom meetings, site visits, and SNAP Works to communicate with the SNAP E&T providers. DCFS also facilitates a new provider onboarding training at the start and mid-point of each FFY. This training provides providers with insight on everything related to Louisiana SNAP E&T program. Providers are allowed the opportunity to interact with other providers, ask questions and get hands on guidance related to SNAP E&T. In addition, there is a quarterly SNAP E&T provider meeting for SNAP E&T providers. DCFS employs Regional Consultants who serve as the provider’s point of contact within DCFS. The Regional Consultants provide ongoing technical assistance related to programming, monthly reporting, finance and provider monitoring.

Contract or Partner Name:	CodeX Academy
Total Cost of Agreement:	\$2,729,100
Eligible for 75 percent reimbursement for E&T Services for ITOs:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Partner:	<input type="checkbox"/> Yes <input checked="" 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>Salary/Wages: List staff positions in FTE and time spent on the project. Example: E&T Program Manager - \$60,000 x .50 FTE = \$30,000 5 E&T Counselors - \$25,000 x 1.00 FTEs x 5 = \$125,000</p>	<p>The following DCFS staff includes:</p> <p>Workforce Development Consultant \$55,788.60 x 100 FTE = \$55,788.60</p> <p>Workforce Development Consultant \$55,788.60 x 100 FTE = \$55,788.60</p> <p>Workforce Development Consultant \$61,339.20 x 100 FTE = \$61,339.20</p> <p>Workforce Development Consultant \$64,355.20 x 100 FTE = \$64,355.20</p> <p>Workforce Development Consultant \$64,542.40 x 100 FTE = \$64,542.40</p> <p>Workforce Development Consultant \$64,584.00 x 100 FTE = \$64,584.00</p> <p>Workforce Development Consultant \$67,350.40 x 100 FTE = \$67,350.40</p> <p>Workforce Development Consultant</p>
---	--

	<p>\$67,600.00 x 100 FTE = \$67,600.00</p> <p>Workforce Development Consultant \$75,171.20 x 100 FTE = \$75,171.20</p> <p>Workforce Development Manager 1 \$70,012.80 x 33.3333 FTE = \$23,338.00</p> <p>Workforce Development Manager 2 \$70,300.00 x 100 FTE = \$70,300.00</p> <p>Workforce Development Manager 3 \$78,270.40 x 50 FTE = \$39,135.20</p> <p>Workforce Development Director \$97,843.20 x 33.3333 FTE = \$32,614.00</p> <p>Deputy Assistant Secretary 3 \$134,451.20 x 33.3333 FTE = \$44,817.00</p> <p>Administrative Assistant 3 \$35,433.22 x 100 FTE = \$35,433.20</p> <p>Total = \$822,157.00</p>
Fringe Benefits: If charging fringe and benefits to the E&T program, provide the approved fringe rate.	\$822,157.00 x 41% = \$337,084.00
Contractual Costs: All contracts and partnerships should be included in the “contracts and partnerships” matrix of the E&T State Plan Operating Budget Workbook. Briefly summarize the type of services contractors/partners will provide, such as direct E&T program services, IT services, consulting, etc.	<p>Includes SNAP E&T provider contractual costs less participant reimbursements - \$17,055,896</p> <p>Administrative costs for United Way are paid with 100% funds to assist DCFS with capacity building, administrative support, outreach, and communications – \$125,000.</p> <p>United Way will provide support to DCFS and focus on capacity building for and with DCFS for operations of the SNAP E&T program for optimal growth and development and implementation of</p>

	<p>best practices for the SNAP E&T program. Provide ongoing capacity building efforts around identified projects such as, not inclusive of, liaison opportunities with workforce organizations and boards, cross functional strategies for braided funding, and reach out to and meet potential SNAP E&T partners' including United Way agencies and other organizations concerning the benefits of the SNAP E&T Program.</p> <p>Note: United Way does not have subcontractors and this amount does not include participant reimbursements.</p> <p>Total - \$17,180,896</p>
<p>Non-capital Equipment and Supplies: Describe non-capital equipment and supplies to be purchased with E&T funds.</p>	<p>Expenditures for articles and commodities which are consumed, to be consumed, or materially altered when used in the operations of business are office supplies (paper, pens, envelopes, etc.) - \$2,000 and brochures, retractable banners, etc. \$10,000.00</p> <p>Total: \$12,000.00</p>
<p>Materials: Describe materials to be purchased with E&T funds.</p>	<p>N/A</p>
<p>Travel & Staff Training: Describe the purpose and frequency of staff travel charged to the E&T program. This line item should not include E&T participant reimbursements for transportation. Include planned staff training, including registration costs for training that will be charged to the E&T grant.</p>	<p>Expenditures for training for travel for contract related purposes as authorized in the contract and in accordance with State of Louisiana Travel Policies and Procedures unless otherwise stated in the contract which include daily routine travel to provide SNAP E&T services statewide, identify and recruit potential SNAP providers, provide ongoing consultation, guidance, technical assistance, educational workshops,</p>

	<p>training, in-person State-peer to peer learning, conference travel as needed.</p> <p>Travel - \$50,000.00</p>
<p>Building/Space: If charging building space to the E&T program, describe the method used to calculate space value.</p>	<p>Operational cost for SNAP E&T staff that is seated in a shared local office - \$26,000.00.</p>
<p>Equipment & Other Capital Expenditures: Describe equipment and other capital expenditures over \$5,000 per item that will be charged to the E&T grant. (In accordance with 2 CFR 200.407, prior written approval from FNS is required.)</p>	<p>Celluar phone service for E&T Staff – \$10,000.00</p> <p>SNAP Works (MIS) system enhancements and yearly maintenance that includes addressing errors and faults within software applications that could impact the software, adding features that can enhance user experience, changes in federal regulations or internal DCFS policies/procedures, etc. that is reasonable and necessary and directly related to the services provided for the SNAP E&T program. – \$122,141.00</p> <p>Total - \$132,141.00</p>

- a) **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.

N/A

- b) **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.

Transportation, childcare, uniforms, work and training tools, tuition, books, certifications, permanent documents, housing and utility allowance (Only allowed twice and emergency based. Homelessness is a barrier to participation in the State of Louisiana. If the barrier is not addressed, the participant will not be able to successfully complete their training program and gain suitable employment for self-

sufficiency.), personal hygiene (E&T will not pay for ongoing personal expenses only what is reasonably, necessary, and directly related to the client's participation in E&T. Participants may receive assistance with personal hygiene products and services necessary to meet the E&T provider and potential employer's appearance standards), permit and fees, background checks, clothing for job interviews, fingerprinting, training materials, course registration fees, and wifi (prepaid internet cards),etc. that are reasonable and necessary for successful participation in the SNAP E&T program. - \$6,936,571