

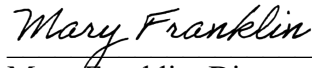
EMERGENCY RULES**DEPARTMENT OF HUMAN SERVICES
DIVISION OF COUNTY OPERATIONS**

NUMBER AND TITLE: SNAP Updates from HR1

PROPOSED EFFECTIVE DATE: Upon approval by the Executive Subcommittee

STATUTORY AUTHORITY: Arkansas Code Annotated: §§ 20-76-201, 20 77-107, and 25-10-129.

NECESSITY AND FUNCTION: To comply with Public Law 119-21. The law contains several provisions that affect the Supplemental Nutrition Assistance Program (SNAP). These include changes to SNAP eligibility, benefits, and program administration.



Mary Franklin, Director
Division of County Operations

Promulgation date: Upon approval by the Executive Subcommittee

Contact Person: Mac Golden
P. O. Box 1437, Slot S295
Little Rock, AR 72203-1437
(501) 320-6383
Mac.E.Golden@dhs.arkansas.gov

STATEMENT OF EMERGENCY

The Department of Human Services (DHS) announces an emergency rule under Arkansas Code § 25-15-204(c). The rule renders maximum assistance to the citizens of Arkansas by implementing Public Law 119-21, H.R.1 – 119th Congress (2025-26), which affects the Supplemental Nutrition Assistance Program (SNAP). The changes address SNAP eligibility, benefits, and program administration.

Background and Rule Description: The Director of the Division of County Operations (DCO) revises the SNAP Certification Manual to implement Public Law 119-21, in accord with guidance issued by the U.S. Department of Agriculture Food and Nutrition Service (FNS). The rule update is necessary to comply with FNS General Work Rules and Able-Bodied Adults without Dependents Guidance. The rule implements updates to energy assistance payments, including adding energy assistance payments as an unearned income source when the household does not contain an aged or disabled member.

Statement of Emergency: DHS finds there exists imminent peril to the public health, safety, and welfare of the state, requiring immediate adoption of the emergency rule. The rule ensures services to a vulnerable population of Arkansas citizens. The emergency rule shall be effective as determined by the Executive Subcommittee. A permanent rule will be promulgated thereafter to be effective March 1, 2026.

SNAP Updates from H.R.1

Statement of Necessity

The Department of Humans Services (DHS), Division of County Operations (DCO), updates the Supplemental Nutrition Assistance Program (SNAP) Certification Manual to implement Public Law 119-21, H.R.1 – 119th Congress (2025-26). The federal law affects SNAP eligibility, benefits, and program administration, rendering extensive updates to the SNAP rules.

Summary

The Director of the Division of County Operations (DCO) revises the SNAP Certification Manual sections 3100-3320, 3400-3650, 5411, and 6600-6628. The revisions implement Public Law 119-21 and follow federal guidance issued by the U.S. Department of Agriculture Food and Nutrition Service (FNS).

The rule update is necessary to comply with FNS General Work Rules and Able-Bodied Adults without Dependents Guidance. Also, the rule implements updates to energy assistance payments, including adding energy assistance payments as an unearned income source when the household does not contain an aged or disabled member. A detailed list of all revisions is attached to this Statement and Summary.

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

SNAP CERTIFICATION MANUAL

1. 3100
 - a. Changed section title from “Work Registration Requirements” to “General Work Requirements”
 - b. Added “SNAP applicants who do not meet an exemption from the General Work Requirements (listed below) will be registered for work at initial application and at each renewal when the SNAP application form is signed. Registration must also occur at the time of a reported change when a member of an active case loses an exemption OR when an eligible, nonexempt individual enters a household currently certified to participate in SNAP. Household members subject to the work registration requirement will be notified via a Notification of SNAP Work Requirements (DCO-260).”
 - c. Changed title of “Requirement to Work (RTW) to “General Work Requirements”. This change was made to align with our new DCO 220 and DCO 260 forms that are currently in the process of being added to the ARIES system.
 - d. Added “Individuals 16-59 years of age and able to work will need to meet the General Work Requirement in order to receive SNAP benefits. The general requirements include the following:
 - i. 1. Registering for work upon application and each renewal after initial registration (this occurs automatically when an individual signs the application for SNAP)
 - ii. 2. Participating in SNAP Employment and Training (E&T) to the extent required by the agency
 - iii. 3. Accepting a bona fide offer of suitable employment at a wage not less than the higher of the applicable state or federal minimum wage
 - iv. 4. Not voluntarily quitting a job or reducing work hours below thirty (30) hours without good cause
 - v. 5. Responding to any request from an eligibility worker for information regarding employment status or availability for work
 - e. Deleted “Able-Bodied Adult Without Dependents (ABAWD) is limited to any three (3) months in a three (3) year period of receiving benefits...” this entire paragraph was deleted as well as the bulleted list following.
 - f. Deleted “Voluntary Quit” section
 - g. Deleted “Requirement to Work (RTW)” section
 - h. Deleted “Employment & Training Program” section
 - i. Deleted “Workfare Program” section
2. 3200
 - a. Changed title of this section from “Who is Exempt from Work Registration” to “Individuals Exempt from General Work Requirements”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- b. Added "General" before "work registration" in first sentence of section.
 - i. Capitalized "Work Registration" to read as "General Work Registration"
 - c. Bullet #1 deleted "age" and replaced with "years of age"
 - i. Added "(However, individuals sixty (60) to sixty-four (64) years of age must comply with Requirement to Work unless they meet another exemption.)"
 - d. Bullet #2 deleted "age" and replaced with "years of age"
 - i. Added "years of age" after 17
 - e. Bullet #3 Added "Individuals living with a disability"
 - f. Bullet #4 deleted "age" and added "years of age"
 - g. Bullet #5 added "Receiving Transitional Employment Assistance (TEA) cash assistance"
 - h. Bullet #6 added "or having applied"
 - i. Bullet #7 deleted "treatment program for alcoholism or drug addiction" and replaced with "drug and alcohol treatment program"
 - j. Updated bullet #8 from "Employed or self-employed on a full-time basis (thirty (30) hours or more) to "Employed or self-employed on a full-time basis (thirty (30) hours or more weekly OR 120 hours monthly) OR earning wages at least equal to the federal minimum wage multiplied by thirty (30) hours." This update was made as we needed to include the statement regarding at least equal federal minimum wage multiplied by 30 hours per FNS regulations.
 - k. Updated bullet #8 to include reference to SNAP Policy 1622 so that workers are able to reference more information regarding students.
 - l. Last paragraph of section added "general" in front of work registration
 - i. deleted "Other recipients are exempt from work registration because the work requirement is being met."
3. 3210
- a. Added "general" in front of work and replaced registration with requirements
 - b. In the "NOTE" section the wording was changed from "recertification" to "renewal" to align Medicaid and SNAP terminology.
 - i. Deleted "his" and replaced with "their", deleted "he/she" and replaced with "they" and changed "qualifies" to "qualify".
4. 3220
- a. Changed title from "Certain Household Members Aged 16 or 17" to "Certain Household Members 16 or 17 Years of Age"
 - b. Added "sixteen" and placed 16 in parentheses
 - c. Added "seventeen" and placed 17 in parentheses
 - d. Added "years of age" after 17
 - e. Added "general" in front of work registration requirements and then deleted "registration"
 - f. Deleted "a high school or a school of higher education" and replaced with "school".
 - g. Deleted "Is otherwise exempt-e.g.-individual living with a disability, or cares for a dependent child under age six, etc."

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- h. NOTE section added “general” in front of work registration requirement
 - i. Deleted “registration”
 - ii. deleted “he/she” and replaced with “their”
 - iii. Added “eighteenth” and put 18 in parentheses
 - iv. Deleted “he/she” and replaced with “they”
 - v. Added “eighteenth” and placed 18 in parentheses
 - vi. Deleted “he/she” and replaced with “they”
 - vii. Changed “qualifies” to “qualify”
5. 3230
- a. Changed section title from “Individual Aged 60 or Older and/or Living with a Disability” to “Individuals Living with a Disability”
 - b. Deleted in 1st sentence “or mental incapacitation”
 - i. Added new wording – sentence now reads as “Household members who are unable to work because of being physically or mentally unfit for employment are exempt from the general work requirements.”
 - c. Corrected grammar in the 2nd bullet point to remove “type” to make it more cohesive when reading.
 - d. Added bullet point #3 “Individuals living with a medical condition that causes them to be physically or mentally unfit for employment as verified by a medical provider”
 - e. Added bullet #4 “Receiving temporary or permanent disability benefits issued by governmental or private sources such as workman’s compensation”
 - f. Added bullet #5 “Individuals with proof they receive or have a pending application for SSA/SSI”
 - g. Added bullet #6 “Veterans who are rated as disabled”
 - h. Bullet #1 added “(6)”
 - i. Corrected grammar in the 5th paragraph from “When the disability is not obvious or an obvious disability is questionable, the household will be asked to furnish verification.” to “When the disability is not obvious or is questionable, the household will be asked to furnish verification.”
 - j. Deleted “and” off the end of bullet point “a.”
 - k. Deleted NOTE section as this is no longer done.
6. 3240
- a. Added “Years of Age” to section title
 - b. Added “six” and placed 6 in parentheses in 1st sentence of 1st paragraph
 - i. Added “years of age” after (6)
 - ii. Added “general” in front of work registration requirements and deleted “registration”
 - c. Deleted “Documentation” and replaced with “Verification from a medical professional”
 - d. Deleted “his” and replaced with “their”
 - e. Added “sixth” and placed 6th in parentheses in 1st sentence of 2nd paragraph

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- f. Deleted “work registered” and replaced with “registered for work”
 - g. Removed “recertification” and replaced with “renewal”
- 7. 3250
 - a. Updated section title from “Receiving TEA Cash Assistance” to “Receiving Transitional Employment Assistance (TEA)”
 - b. Deleted “age” in parentheses before 18 and replaced with eighteen (18) years of age or older”
 - c. Added “general” in front of work registration requirements and deleted “registration”
- 8. 3260
 - a. Added to section title “or Having Applied for” for section title to read as “3260 Receiving or Having Applied for Unemployment”
 - b. Added “general” in front of work registration requirements and deleted “registration”
 - c. Deleted “he or she was” and replaced with “they were” in the 1st paragraph of section
 - i. Deleted “Department of Workforce Services (DWS)” and replaced with “Arkansas Workforce Connections (AWC)” as the name has changed.
 - ii. Deleted “DWS” and replaced with “AWC”
 - iii. Deleted “he or she” and replaced with “They are” in 1st bullet and added “eight” and placed 8 in parentheses
 - iv. Deleted “he or she” and replaced with “They are” in 2nd bullet
 - d. NOTE section deleted “DWS” and replaced with “AWC” (this was done multiple times), deleted “Department of Workforce Services” and replaced with “Arkansas Workforce Connections”
 - i. Deleted “WESD through AR Finds” and replaced with “system interfaces”
 - e. Added “general” in front of work, deleted “registration,” and added “requirements” to read as “general work requirements”
 - f. Deleted “DWS” and replaced with “AWC” in last sentence of section and removed hyperlink for “SNAP 3414” and replaced with “see SNAP 3414”
- 9. 3270
 - a. Updated section title from “Addicts and Alcoholics” to “Participating in a Drug and/or Alcohol Treatment Program”
 - b. Updated the first sentence from “Household members who are currently participating in drug addiction or alcoholism treatment and rehabilitation program on an in-patient or out-patient basis are exempt from the work registration requirements.” to “Household members who are currently participating in a drug and/or alcohol treatment and rehabilitation program on an in-patient or out-patient basis are exempt from the general work requirements.”
 - c. The grammar was corrected to drug and alcohol treatment instead of drug addiction or alcoholism to make it flow better.
- 10. 3280

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- a. Added “thirty” and placed 30 in parentheses in 1st sentence of section.
 - i. Updated the 1st sentence to delete “state or” and “whichever is greater” to read as follows “Household members who are employed and either working a minimum of 30 hours weekly (120 hours monthly) or receiving weekly earnings at least equal to the federal minimum wage multiplied by 30 are exempt from work requirements.”
 - ii. Added “general” in front of work registration requirements and deleted “registration” in two different instances
 - b. Added “thirty” and placed 30 in parentheses in 2nd paragraph
 - c. Added “thirty” and placed 30 in parentheses in bullet #3
 - d. Added “thirty” and placed 30 in parentheses multiple times in 4th paragraph
 - i. Deleted “establishing that” and replaced with “verifying work hours”
 - ii. Deleted bullet points 1 and 2 in this section
 - iii. Added “forty” and placed 40 in parentheses
11. 3290
- a. Added “eighteen” and placed 18 in parentheses
 - i. Added “years of age” after (18)
 - ii. Added “general” in front of work registration requirements and deleted “registration” in two different sentences in this paragraph
 - b. Deleted hyperlink for SNAP 1622.1 and SNAP 1622.3
12. 3300
- a. Section deleted
13. 3310
- a. Section deleted
14. 3310.1
- a. Section deleted
15. 3310.2
- a. Changed title from “Work Registration at Reported Change” to “General Work Registration at Reported Change”
 - b. Added “general” in front of work registration
 - c. Deleted hyperlink for “SNAP 11200”
 - d. Added “General” on “A *Notification of SNAP Work Requirements* (DCO-260)”
 - e. Deleted “or semi-annual report” from first paragraph and 2nd bullet because we no longer do semi-annual reporting.
 - f. Added “sixteen” and placed 16 in parentheses
 - i. Added “years of age” after (16)
 - g. Updated request for contact via Notice of Action (DCO-1) to “Request for Contact (DCO-191C)” to reflect correct ARIES form numbers.

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- h. Added “following Unclear Information policy SNAP 12400.”
16. 3310.3
- a. Section was deleted as this talks about Semi-Annual Report and Annual Review and we no longer do either.
17. 3320
- a. Updated section title from “Work Registration Priority” to “General Work Requirement Exemption Priority”
 - b. Added “General” in front of work registration exemptions
 - c. Updated bullet #2 from “incapacitated” to read as “Physically and mentally unfit for employment”
 - d. Updated bullet #3 to add “six” and placed 6 in parentheses
 - i. Added “years of age” after (6)
 - e. Updated bullet #4 – Deleted “In receipt of” and replaced with “receiving or applied for”
 - f. Updated bullet #6 to correct spelling/grammar of “full time” to “full-time”
 - i. Added “thirty” and placed 30 in parentheses
 - ii. Added “weekly, (one hundred twenty (120) hours monthly)
 - iii. Added “or earning the federal minimum wage multiplied by thirty (30) hours)”
 - g. Updated bullet #7 to correct grammar as this sentence had an opening parenthesis but no closing parenthesis.
 - i. Updated to clarify that the work registrant must meet the definition of a student rather than the eligibility requirements of a student. Reworded to read as: “The applicant must meet the student definition per SNAP 3290.”
 - h. Updated bullet #8 and added “(TEA)” to the end
 - i. Example 1 added “sixty-two” and placed 62 in parentheses
 - i. Added “years of age” after (62)
 - j. Example 2 changed “is receiving” to “receives”
 - i. added “two” and placed 2 in parentheses
 - 1. Added “years of age” after (2)
 - 2. Added general in front of “work” and replaced “registration” with “requirement”
1. 3400
- a. Changed title of section from “Compliance with Work Registration” to “Compliance with General Work Requirements”
 - b. Deleted “(work registrants)” and replaced with “(individuals)”
 - c. Deleted “Work registrants” and replaced with “Individuals subject to the General Work Requirement”
 - d. Deleted “a” and replaced with “an” in bullet #1
 - e. Added “thirty” and placed 30 in parentheses in bullet #3
 - i. Added “one hundred twenty” and placed 120 in parentheses
 - f. Deleted “work registration” and replaced with “the General Work Requirements”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- g. Added “application for or”
 - h. Deleted hyperlink for “SNAP 3260”
 - i. Deleted “Department of Workforce Services (DWS)” and replaced with “Arkansas Workforce Connections (AWC)”
- 2. 3401
 - a. Changed title of section from “Work Registration Violation” to “Failure to Comply with General Work Requirements”
 - b. Deleted “E&T Program” from bullet #2
 - c. Removed “or” from the end of bullets 1-4
 - d. Updated bullet #4 to add “(30)”
 - i. Added “(one hundred twenty (120) hours per month);”
 - e. Updated bullet #5 to add “thirty” and put 30 in parentheses
- 3. 3401.1
 - a. Deleted 1st bullet “reducing hours of employment while working for the same employer;”
- 4. 3401.2
 - a. Changed wording in 1st paragraph from “date of pay” to “month’s pay” to make it easier for workers to understand what pay is needed to process the SNAP case.
 - i. Updated to “When a loss of earned income is reported, the eligibility worker must verify the last date of employment and the last month’s pay.”
 - b. Changed wording in 2nd paragraph from “provide assistance to” to “help”
 - c. Deleted hyperlink for “Collateral Contacts”
 - d. Bullet #1 deleted “as a result of” and replaced with “because of”
 - e. Changed wording in 4th paragraph bulleted list from “as a result of” to “because of”
 - i. Updated to “Resignation from employment because of discriminatory practices or sexual harassment; or”
- 5. 3410
 - a. 1st paragraph of section: Deleted “all work registration violations” and replaced with “individuals who fail to comply with General Work Requirements”
 - b. Updated “First Violation” section
 - i. Deleted “he or she” and replaced with “they”
 - ii. Added “general” in front of work registration requirements and deleted “registration”
 - c. Updated “Second Violation” section
 - i. Deleted “he or she” and replaced with “they”
 - ii. Added “general” in front of work registration requirements and deleted “registration”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- d. Updated "Third Violation" section
 - i. Deleted "he or she" and replaced with "they"
 - ii. Added "general" in front of work registration requirements and deleted "registration"
 - e. Last paragraph deleted "a work registration violation" and replaced with "failure to comply with General Work Requirements"
 - i. Removed hyperlink from SNAP 1623.2
6. 3411
- a. Updated 1st paragraph to remove "a work registration violation" and replaced with "failure to comply with General Work Requirements"
 - b. Deleted "registrant" and replaced with "individual"
 - c. Added to 1st bullet "(this could include house fire, disaster or hospitalization of a household member that requires the individual to care for them. These are only examples and not an exhaustive list.)"
 - d. Added "Illness" as an example of good cause in the bulleted list of this section
 - e. Bullet #3 deleted "registrant" and replaced with "individual" multiple times in this section
 - i. Deleted "also"
 - ii. Deleted "he or she" and replaced with "they"
 - iii. Deleted "he or she" and replaced with "they"
 - iv. Deleted "his or her" and replaced with "their"
 - f. Bullet #4 corrected grammar from "child care" to "childcare"
 - i. Added "(6)" and "(12)" after ages
 - ii. Added "years of age" after (6) and (12)
 - iii. removed ", or" at the end of this bullet
 - g. Deleted "registrant" and replaced with "individual"
 - h. Deleted "work registrant" and replaced with "an individual subject to the General Work Requirement"
 - i. Added "Eighty" in front of 80%
 - j. Bullet #5 deleted "unsuitable employment" and replaced with "When agency determines that there is not an appropriate and available opening with the E&T program to accommodate the individual."
 - k. Deleted "the registrant" and replaced with "the individual"
 - i. Deleted "employment" and replaced with "experience"
 - 1. Deleted "registrant's" and replaced with "individual's"
 - ii. Deleted "e.g." and replaced with "for example"
 - l. Deleted "registrant's" and replaced with "individual's"
 - m. Deleted "registrant's" and replaced with "individual's"
 - n. Updated bulleted list after sentence "When evaluating a voluntary quit, good cause may also be:"
 - i. Bullet #8 removed "e.g." and replaced with "for example"

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- ii. Deleted “a” from last paragraph in section.
- 7. 3412
 - a. Deleted wording in this section and updated to flow better. There was no reason to have steps listed out when you can tell the worker what is needed in one paragraph.
 - i. “As soon as the agency learns of an individual’s non-compliance, steps must be taken to determine whether the individual is still subject to general work registration requirements and whether good cause exists for the non-compliance. See SNAP 3411 for more information on good cause. If good cause exists, document the good cause in the case record and take no additional action.”
 - b. Made “AND” into “and”
 - c. Deleted Step 1 and 2 and combined into one paragraph.
- 8. 3413
 - a. Updated grammar in 1st paragraph to include “or as a” in the 1st sentence.
 - b. Removed wording “or on a semi-annual report the” as AR DHS doesn’t have semiannual reports anymore.
 - i. Updated to “Whenever a loss of earned income is reported at initial application, renewal, or on a reported change, the worker must determine if sanctions are to be applied.”
 - ii. Added “thirty” and put 30 in parentheses
 - c. NOTE section – added “thirty” and put 30 in parentheses
 - d. In bulleted list following “Sanctions are also applicable” added “thirty” and placed 30 in parentheses
 - e. Updated grammar on 5th paragraph from “and” to “and whether” – sentence reads as: “The following steps must be completed to determine if a voluntary quit has occurred and whether a sanction should be applied.”
 - f. Updated Step 1
 - i. Added “thirty” and placed 30 in parentheses
 - ii. Added “are” before equivalent
 - g. Updated Step 2
 - i. Changed “quit” to “quits”
 - ii. Added “sixteen” and placed 16 in parentheses
 - 1. Added “years of age” after (16)
 - iii. Added “sixty-five (65)” instead of “sixty (60)” due to PL 119-21.
 - 1. Added “years of age” after (65)
 - iv. Deleted “fifty-nine (59)” and added “sixty-four (64)”
 - 1. Added “years of age” after (64)
 - h. Updated Step 3
 - i. Added “general” in front of work registration requirements and deleted “registration”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- ii. Deleted hyperlink for “SNAP 3200 – 3290” and replaced with “(see SNAP 3200-3290).”
 - iii. Deleted “work registration” and replaced with “General Work Requirements”
 - i. Updated Step 4
 - i. Deleted hyperlink for “SNAP 3411”
 - ii. Deleted period after first sentence, deleted “use” and added (see) – now reads as: Determine if the quit or reduction in hours was for good cause (see SNAP 3411).
 - iii. Deleted hyperlink for SNAP 3420
 - j. Added “with the General Work Requirement”
 - k. Deleted “The sanction will apply only to the individual or individuals who failed or refused to comply. Only if all individuals are sanctioned will the worker close the household’s SNAP case. The worker will only close the household’s SNAP case if all individuals are sanctioned. To sanction an individual household member, the worker must recalculate the household’s budget as instructed in SNAP 1623.2” and replaced with “The sanction will apply not only to the individual or individuals who failed or refused to comply with the General Work Requirement. The SNAP case will close if all individuals are sanctioned. The household’s budget must be recalculated when a sanction is applied to an individual household member.”
9. 3414
- a. Deleted “DWS” in title and replaced with “Arkansas Workforce Connections (AWC)”
 - i. Deleted “DWS” in NOTE section and replaced with “AWC”
 - b. Deleted “checks has” and replaced with “benefits have”
 - c. Deleted all instances “TEA cash assistance” or “TEA” and replaced with “Transitional Employment Assistance”
 - d. Step 1 – added “four” and placed 4 in parentheses
 - i. Added “years of age” after (4)
 - ii. Deleted “work registration requirements” and added “General Work Requirements”
 - e. Step 2 deleted “registrant” and replaced with “individual”
 - i. Added “with the General Work Requirement”
 - ii. deleted hyperlink off “SNAP 3411”
 - f. Step 3 – deleted hyperlink off “SNAP 1623.2”
10. 3420
- a. 1st paragraph updates:
 - i. Added “or denied” after “application is approved”
 - ii. Deleted “Notice of adverse action” and replaced with “Notice of Action (DCO-0001)”
 - iii. Added “at least ten (10) days”
 - iv. Removed hyperlink for “See SNAP 3430”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- v. Added “, giving the household adequate notice of an adverse action.”
- vi. Deleted “Notice of adverse action” and replaced with “ten (10) day notice period”
- vii. Deleted “expired” and replaced with “expires”
- b. Updated grammar in EXAMPLE from “for” to “from”
 - i. Added “th” on the end of “16”
 - ii. Added “rd” on the end of “23”
 - iii. Added “takes action to apply the sanction by determining the reduced benefit amount and sending the advanced ten (10) day notice to the household. The notice expires on September 2nd.”
 - iv. Deleted “issues a ten-day advance Notice of Adverse Action expiring on”
 - v. Deleted “system will begin”
 - vi. Deleted “, November and December”
 - vii. Added “nd” after “2”
 - viii. Added “The system will begin”
 - ix. Deleted “will be”
 - x. Deleted “,November and December”
 - xi. Added “, as October is the month following the month in which the ten (10) day notice expired.”
- c. Deleted 3rd paragraph talking about semi-annual reporting because we no longer have semi-annual reporting.
- d. In 4th paragraph removed “recertification” and changed to “renewal” twice in this section
- e. Deleted “for” and replaced with “beginning”
- f. In EXAMPLE under 4th paragraph changed wording from “recertification” to “renewal”
 - i. Deleted “manually issued”
 - ii. Added “000” to the Notice of Action form number
- g. Deleted “A notice must be issued to the household within ten (10) days of establishing that any participating household member did not comply with the requirements for Employment and Training (E&T)” and replaced with “A Notice of Action (DCO-0001) must be sent when the agency becomes aware of the noncompliance with SNAP work requirements, even if the disqualification begins after the certification period has ended and the household has not renewed their benefits.”

11. 3430

- a. Retitled from “Notices” to “Notices for General Work Requirement Non-Compliance”
- b. Added “ten” and placed 10 in parentheses
- c. Added “General,” capitalized “Work” and “Requirement” and deleted “registration” to read as General Work Requirement
- d. Added “(10)” after ten in 2nd paragraph
- e. Deleted “recertification” and replaced with “renewal” twice in 3rd paragraph

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- f. Added “, a Notice of Action (DCO-0001) must be issued to the household at least ten (10) days prior to the imposition of a sanction, giving the household adequate notice of an adverse action.” and deleted “a ten-day notice of Adverse Action must be sent.”
 - g. Deleted “recertification” and replaced with “renewal”
 - h. Deleted “manually” and replaced with “will be”
 - i. Deleted “application” and replaced with “renewal”
 - j. Added “Notice of Action” and added “000” to read as “Notice of Action (DCO-0001)”
 - k. Bullet#1 added “and the household’s case is being closed”
 - l. Bullet #4 deleted “and”
 - m. Bullet #5 added “; and”
 - 1. Deleted hyperlink from “(See SNAP 3411)”
 - n. Bullet #6 added “; and”
 - o. Added Bullet #7 “The right to a fair hearing.”
12. 3440
- a. Added “General”
 - i. Capitalized “Work”
 - ii. Deleted “registration”
 - iii. Capitalized “Requirement”
 - b. Deleted “A list of actions that cause disqualification is shown below. Also shown is the action which the individual may take to avoid the disqualification.” because it was calling out to a table, but there is no table listed in the document.
13. 3441
- a. Deleted “SNAP 3520” and replaced with “SNAP 3410”
 - b. Removed “a work registration violation” and replaced with “failure to comply with General Work Requirements”
 - c. Deleted “he or she joins” and replaced with “they join”
 - d. Deleted “he or she will remain” and replaced with “they will continue to be”
 - e. Deleted hyperlink on “SNAP 1622.2” and updated the policy to “SNAP 1623.2”
14. 3442
- a. In 1st paragraph added “for a one (1) person household”
 - i. added “with a new application”
 - ii. Added “By reporting a change with an open SNAP case, “
 - 1. Deleted “A” and replaced with “a”
 - iii. Added “General” and capitalized “work” and “Requirement” to read as “General Work Requirement”
 - b. Deleted 2nd paragraph “At the beginning of the last month of the sanction, the worker will issue a DCO-1 to the household. The household will be advised to contact the worker to clarify the sanctioned member’s current status and/or to be work registered before the member can be re-added. If the requested information is not provided by the

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

last day of the month of the sanctioned period, the member will not be re-added. The worker will shorten the household's certification period as instructed in SNAP 11430."

15. 3500

- a. In 1st paragraph of this section
 - i. Added "SNAP participants who do not meet an exemption to the General Work Requirements are considered to be subject to the SNAP Requirement to Work (RTW) and are coined as Able-Bodied Adults Without Dependents (ABAWDs). ABAWDs must meet all the general SNAP work and eligibility requirements as well as additional requirements to continue receiving SNAP benefits beyond a three (3) month time limit."
- b. Added the following "  NOTE : The Requirement to Work is additional work requirement that is separate from the General Work Requirements, which include the following: registering for work, participating in SNAP E&T to the extent assigned, accepting suitable offers of employment, and avoiding voluntarily quitting a job or reducing work hours below thirty (30) hours per week without good cause. See SNAP 3412 for applying sanctions if a SNAP participant fails to comply with these requirements. However, no SNAP participant who is exempt from the General Work Requirements as listed in SNAP 3100 will be subject to the Requirement to Work."
- c. In 3rd paragraph of this section:
 - i. Added "Unless exempt from RTW, discussed in SNAP 3502,"
 - ii. Corrected grammar from "3 year" to "three-year"
 - iii. Added "(3)" after "three"
 - iv. Corrected grammar from "consecutive" to "consecutively"
- d. Bullet #1 added "twenty" and placed 20 in parentheses, added "eighty" and placed 80 in parentheses
 - i. Added "Work can be for pay, for goods or services (for something other than money), unpaid, or as a volunteer; or"
- e. Bullet #3 added "; or"
- f. Added 4th bullet point "Participate in an Employment and Training program for Veterans that is operated by Department of Labor or Department of Veterans Affairs; or"
- g. Deleted EXAMPLE as this calls out State Minimum Wage and these amounts change. Deleting so we don't have to constantly update the manual with new amounts.
- h. 5th paragraph after EXAMPLE deleted "actually works" and replaced with "works"
 - i. Added "eighty" and put 80 in parentheses in the sentence under EXAMPLE.
 - ii. Deleted hyperlink for SNAP 5516
 - iii. Deleted "he or she is" and replaced with "they are"
 - iv. Deleted "his or her" and replaced with "their"
 - v. Added "These verifications could include collateral contact, Odd Job Income/Expense Record (DCO-96) or Schedule C."

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- i. Updated wording before bulleted list from “in order to” to “to”
 - i. Bullets 1 and 2 deleted “or” at the end of each bullet
 - ii. Bullet 3 added “or” and deleted “verified under the standards established by the State agency and or”
 - iii. Deleted “An individual who is employed by a company or another individual must be compensated although there is no minimum wage amount the individual must earn.”
 - iv. In the EXAMPLE in same section added “twenty” and put 20 in parentheses
 - v. Added “eighty” and placed 80 in parentheses
 - vi. Deleted “annually”
 - vii. Deleted “This includes people whose work is seasonal, those who cannot work due to extended periods of bad weather and school employees who do not work in the summer or other periods of school vacation.”
 - j. Added “For individuals subject to the time limit who are fulfilling the work requirement by working, by combining work and participation in a work program, or by participating in a work program, that is not operated or supervised by the State, the individual’s work hours must be verified. The eligibility worker must also verify the number of countable months that were used in another state if there is evidence that the individual participated in SNAP in the other state. The State Agency may use information received from the other state as verified information.”
16. 3501
- a. Capitalized “State”
 - b. Added “U.S.” before Department of Agriculture
 - c. Deleted “the” before “states to waive”
 - d. Added “ten” deleted “10”
 - i. Added “(10%)”
17. 3502.1—Renumbered to SNAP 3502 as 3502 was blank section
- a. Bullet #1 changed age for sentence to read “Anyone seventeen (17) years of age or younger” Due to required by the Big Beautiful Bill- PL 119-21.
 - b. Bullet #2
 - i. Replaced “sixty (60) years of age with “Anyone sixty-five (65) years of age or older” due to PL 119-21- Big Beautiful Bill.
 - c. Bullet #3 Updated grammar to add “for” in the sentence “A statement that does not provide the anticipated duration”
 - i. Updated four (4) months to six (6) months.
 - ii. Added “The incapacitation may be obvious and would not require verification or certification.”
 - d. Bullet #4 added “responsibility for”
 - i. Deleted “eighteen (18)” and replaced with “fourteen (14) years of”
 - ii. Deleted “residing” and replaced with “who resides”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- iii. Deleted "If there is a dependent child under eighteen (18) years of age residing in the SNAP household with the able-bodied adult, the" and replaced with "The able-bodied adult must be responsible for or have parental control of this dependent child to receive this exemption."
- iv. Deleted "all adults are exempt regardless of"
- e. Bullet #5 deleted "If the pregnancy is not obvious, verification may be requested from a medical professional such as a physician, a certified nurse midwife or an employee of the Health Department." Verification of pregnancy is not a required verification per FNS.
- f. Bullet #6 Deleted Homeless and added "An Indian or an Urban Indian (as per PL 119-21 signed into law July 4, 2025). Acceptable verifications include Tribal Enrollment/Membership card, Certificate of Degree of Indian Blood (CDIB), Letter from the US Department of Health and Human Services, Letter from Tribe, or other acceptable information.
- g. Added sub-bullets for #6 to add definition of Indian, Indian Tribe and Urban Indian and Urban Centers to read as:
 - i. Added "Indian is defined as any person who is a member of an Indian tribe."
 - 1. An Indian Tribe is defined as any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or group or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act, which is recognized as eligible for the special programs and services provided by the United States to Indian because of their status as Indians.
 - ii. Added "Urban Indian is defined as any individual who resides in an urban center, and who meets one (1) or more of these four (4) criteria:"
 - 1. Regardless of f they live on or near a reservation, is a member of a tribe, band, or other organized group of Indians, including those tribes, band or groups terminated since 1940 and those recognized now or in the future by the State in which they reside, or who is a descendant, in the first (1st) or second (2nd) degree of any such member; or
 - 2. Is an Eskimo or Aleut or other Alaska Native; or
 - 3. Is determined to be an Indian for any purpose under regulations promulgated by the Secretary of Interior; or
 - 4. Is determined to be an Indian under regulations promulgated by the Secretary of Health and Human Services"
- h. Bullet #7 added "is" Deleted "A Veteran" and Added "An California Indian (as per PL 119-21 signed into law July 4, 2025.)"

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- i. Added “A member of a federally recognized Indian Tribe
 - ii. Added “Are a descendant of an Indian who was residing in California on June 1, 1852, if such descendant –
 - 1. Is a member of the Indian community in which such descendant lives
 - 2. Are an Indian who holds trust interests in public domain, national forest, or reservation allotments in California; or
 - 3. Are an Indian of California who is listed on the plans for distribution of the assets of rancherias and reservations located within the State of California under the Act of August 18, 1958, and any descendant of such an Indian.”
 - i. Bullet #8
 - i. Deleted “work registration” and replaced with “General Work Requirements”
 - ii. Added “Individuals sixty (60) to sixty-four (64) years of age must qualify for an exemption that is not based on age to be exempt from the Requirement to Work.”
18. 3502.2—renumbered to SNAP 3502.1
- a. Deleted “eight percent (8%)” and changed to “a percentage”. This is something that may be updated but is not vital information in regard to casework. This was removed to not confuse case workers as there is no need for them to know the percentage, but only that a percentage is counted.
 - b. Deleted “The Division of County Operations (DCO) is required to track and report the number of discretionary exemptions used each quarter via the FNS-583 form. The report must include the total number of exemptions used and the name of the individual that was granted the exemption.” This is not something the field does, this is handled by the SNAP E&T Administrator or SNAP E&T Program Manager.
 - c. Deleted “Discretionary exemptions do not expire and any unused exemptions from the previous fiscal year can carry over year to year.” Per FNS guidance these do not carry over effective FY2026 [SNAP FY 2025 Discretionary Exemptions for ABAWDs - Not Adjusted for Carryover | Food and Nutrition Service](#)
 - d. Added the following as merged SNAP 3502.3 into this section: “Discretionary exemptions allow certain individuals an opportunity to establish or to re-establish themselves into the community, and may be assigned to the following groups:
 - Individuals who are currently in Foster Care
 - Individuals who are in Domestic Violence Shelters.Individuals who are currently in Foster Care or Domestic Violence Shelters may be exempt from the RTW until they exit Foster Care or the Domestic Violence Shelter.”
 - e.

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

19. 3502.3—entire section deleted and merged into SNAP 3502.1

- a. Discretionary exemptions allow certain individuals an opportunity to establish or to re-establish themselves into the community, and may be assigned to the following groups:

- Individuals who are currently in Foster Care
- Individuals who are in Domestic Violence Shelters.

Individuals who are currently in Foster Care or Domestic Violence Shelters may be exempt from the RTW until they exit Foster Care or the Domestic Violence Shelter.

20. 3503—Section deleted in entirety and merged with SNAP 3500 (table deleted in its entirety)

- a. SNAP participants who are not specifically exempted by law are subject to work requirements as a condition of eligibility. Able-Bodied Adults Without Dependents (ABAWDs) are a subset of this population and must meet additional requirements to continue receiving SNAP benefits beyond the 3-month time limit. ABAWDs must meet all the general SNAP work requirements (such as registering for work, and not voluntarily quitting a job) as well as the additional requirements for ABAWDs. The table following compares general SNAP work requirements to the additional responsibilities placed only on ABAWD participants.

LIST OF REVISIONS

Rule 321: SNAP UPDATES FROM H.R.1

Rules SNAP Participants are subject to:	Requirement Exemptions:
The Work Registration Requirements nor the Requirement to Work apply to participants who are:	• Under sixteen (16) years of age or sixty (60) years of age or older • Physically or mentally disabled • Complying with other work requirements of another program (TANF or unemployment compensation) • Sixteen (16) years of age to seventeen (17) years of age, living at home and attending school/training program at least half-time • Responsible for a child under six (6) years of age • Receiving TEA Cash Assistance • Caring for an incapacitated individual • Receiving or having applied for Unemployment benefits • Already working more than thirty (30) hours per week; OR receiving weekly wages at least equal to the Federal minimum wage multiplied by thirty (30) hours • Participating in a drug or alcohol rehab program • Students enrolled at least half-time
SNAP participants who meet the following criteria are exempt from the Requirement to Work but are subject to Work Registration requirements:	• Exempt from General SNAP Work Requirements • Sixteen (16) years of age or younger or Sixty-six (66) years of age or older • Living in a household with a child fourteen (14) years of age or younger • Pregnant • Indians (as per PL 119-21) • Urban Indians (as per PL 119-21) • California Indians as these terms are defined by the Indian Health Care Improvement Act (as per PL 119-21)
SNAP participants that do not meet any exemptions listed above are subject to both Work Registration requirements and the Requirement to Work. When subject to the Requirement to Work, SNAP participants are subject to Time Limit Rules, meaning they can only receive three (3) months of SNAP benefits in a thirty-six (36) month period unless fulfilling the	• Working an average of twenty (20) hours per week or an average of eighty (80) hours per month • Participating in SNAP E&T for twenty (20) hours per week or an average of eighty (80) hours per month • Participating in a work program for twenty (20) hours per week or an average of eighty (80) hours per month

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

Requirement to Work by doing one or a combination of the following:	
---	--

b.



NOTE: Work registration requirements include the following: registering for work, participating in SNAP E&T to the extent assigned, accepting suitable offers of employment, and avoiding voluntarily quitting a job or reducing work hours below thirty (30) hours per week without good cause. See SNAP 3412 for applying sanctions if a SNAP participant fails to comply with these requirements.

21. 3510

- a. Deleted section and moved to SNAP 3511
- b. Changed title from “Establishing the 3 Year Compliance Period” to “Establishing the Three Year Compliance Period”

22. 3511

- a. Changed title from “3-Year Compliance Period” to “Three (3)-Year Compliance Period”
- b. Added “The three (3)-year compliance period runs continuously regardless of the whether the individual participates in the Supplemental Nutrition Assistance Program.”
- c. Deleted “3-year” and replaced with “three-year” multiple times in this section
- d. Added “three” and placed 3 in parentheses
- e. Updated years in Example 1
 - i. Updated “2016” to “2025”
 - ii. Updated “2018” to “2027”
 - iii. Updated “2019” to “2028”
- f. Updated years in Example 2
 - i. Updated “2016” to “2025”
 - ii. Updated “2018” to “2027”
 - iii. Updated “2019” to “2028”

23. 3512

- a. Updated first sentence in paragraph 1 to update the able-bodied adult terminology from “able bodied adult” to “Able-Bodied Adult Without Dependents (ABAWDs)”
- b. Deleted “3-” and replace with “three- (3)” in all instances
- c. Updated grammar from “able bodied” to “able-bodied”
- d. EXAMPLE: Deleted “3-” and replaced with “three-”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- i. Updated years from “2016” to “2025”
 - ii. Updated year “2018” to “2027”
 - iii. Deleted “3” and replaced with “three”
 - iv. Added “thirty-six (36)”
- e. Updated grammar to add “an” to sentence above first chart and made “Chart” lowercase with “chart”
 - i. Updated as “The following chart provides an explanation of John’s RTW Status:”
 - ii. Deleted “able-bodied adult is not” and added “ABAWD” in place of.
 - iii. Changed grammar of “meeting” to “meet”
 - 1. Updated to “I = Ineligible for SNAP because ABAWD does not meet work requirements and has used countable months.”
 - iv. Updated years in chart as follows
 - 1. Updated “2016” to “2025”
 - 2. Updated “2017” to “2026”
 - 3. Updated “2018” to “2027”
- f. EXAMPLE: added “three” and placed 3 in parentheses
 - i. Updated years from “2017” to “2025”
 - ii. Updated “2019” to “2028”
 - iii. Updated “2016” to “2025”
- g. Added “Verification of their”
- h. Deleted “will have to be verified” and replaced with “is required prior to”
- i. Deleted “is certified” and replaced with “individual’s certification”
- j. Deleted “This applies regardless of whether the individual received or did not receive SNAP benefits. It also applies to individuals who previously lived in Arkansas and had a 3-year period established during the previous Arkansas residency.”
- k. Changed wording in sentence below 2nd table in section from “I = Ineligible for SNAP because able-bodied adult is not meeting work requirements and has used countable months.” to “I = Ineligible for SNAP because ABAWD does not meet work requirements and has used countable months.”
 - i. Updated as follows: “In August 2017, she reports that she miscarried, and she is released to return to work on September 1, 2017.”
- l. Updated grammar in sentence below EXAMPLE and above chart to “The following chart provides an explanation of Sara’s RTW Status.”
- m. Updated abbreviation for able-bodied adult to ABAWD and changed “is not meeting” to “does not meet”.
- n. In Example 1
 - i. Updated years “2016” to “2025”
 - ii. added “has”
 - iii. added “three” and put 3 in parentheses
 - iv. Deleted “3” and replaced with “three-“
- o. In Example 2

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- i. Updated years “2016” to “2025”
 - ii. Updated “2017” to “2026”
 - iii. deleted “3-” and replaced with “three-” twice
 - iv. added “three” and put 3 in parentheses twice
 - v. Deleted “the requirement or an exemption or the compliance period ends” and replaced with “an RTW exemption, complies with RTW, or a new three-year compliance period begins.”
 - p. Paragraph after Example 2 deleted “have to check for” and replaced with “verify”
 - i. deleted “3-” and replaced with “three-”
 - ii. Made “Chart” lowercase to “chart” in the following sentence and added “three” and placed 3 in parentheses: “The chart below describes when to begin considering the three (3) countable months when an exemption changes or when an individual is added to an existing SNAP case.”
 - q. Changed “18” to “16” and “18th” to “16th” due to PL 119-21. And in row two, changed “18” to “14” due to PL 119-21
 - r. Deleted “regardless of whether” and replaced with “even if”
 - s. EXAMPLE updated dates “2017” to “2026”
 - i. Updated “2016” to “2025”
 - ii. Updated “2019” to “2028”
 - t. Updated grammar and punctuation in the EXAMPLE that is below the table listing “Situation” and “RTW Compliance Period”
 - i. Deleted “3-” and replaced with “three-”
 - ii. Updated as follows: “Her application is approved the same day, and she receives a prorated benefit amount for May. Therefore, May does not count toward her 3 months in 3 years count.”
 - iii. Added “three” and placed 3 in parentheses
 - iv. Added “(2)” after two
 - v. Deleted “will not be able” and replaced with “is not eligible”
24. 3520
- a. Updated “able-bodied adult” to “Able-Bodied Adults Without Dependents (ABAWDs)”
 - i. Added “in a way”
 - b. 1st bullet
 - i. Deleted “20hrs” and replaced with “twenty (20) hours”
 - ii. Added “eighty” and placed 80 in parentheses
 - iii. Added “a” before good cause – “but missed work for a good cause,”
 - iv. Deleted “shall” and replaced with “would”
 - c. 2nd bullet
 - i. Deleted “and or”
25. 3530

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- a. Deleted “at recertification or when processing a semi-annual report” and replaced with “renewal”
 - b. Deleted hyperlink on “SNAP 3502”
 - c. Added “(3)” after three
 - d. Deleted “3” and replaced with “three”
 - e. Deleted hyperlink on SNAP 1623.2 and deleted items 1-3,
 - f. Deleted “3” and replaced with “three”
 - g. Deleted hyperlink on SNAP 3520-3530
26. 3531
- a. Updated section title from “Evaluating Whether to Impose a Penalty” to “Evaluating RTW Status”
 - i. Updated 1st paragraph deleting “evaluate whether a penalty must be imposed against an individual for failure to comply” and replaced with “evaluate exemption from or complying”
 - b. Updated Step 1 as follows
 - i. Added “Without Dependents (ABAWD) to the Step 1 title
 - 1. Added “ABAWD” after RTW
 - 2. replaced “18-54” with “16-64”
 - 3. Added “eighteen” and placed 18 in parentheses
 - 4. Added “sixty-four” and placed 64 in parentheses
 - 5. changed “seventeen (17) to “sixteen (16)” due to PL 119-21.
 - 6. Changed to sixty-five (65) due to PL 119-21.
 - 7. Deleted “an no penalty should be imposed”
 - 8. Updated first check box to read as “General Work Requirements”
 - 9. Deleted “normal” and “Registration”
 - 10. Deleted “there a child in the SNAP household 17 years of age or under?” and replaced with “Is the able-bodied adult responsible for a dependent child under fourteen (14) years of age who resides in the SNAP household?”
 - 11. Added to 3rd checkbox deleted “ask for” and replaced with “request”
 - a. “This should only be requested if obvious.”
 - 12. Added “(self-attestation is acceptable)” after “Is this individual pregnant?”
 - 13. Deleted “is this individual experiencing homelessness” “is this individual a veteran” and “is this individual twenty-four (24) years of age or younger and aged out of foster care in any state at 18 on their (18th) birthday?” due to these groups are no longer exempt from RTW according to PL 119-21.

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- 14. Added “Does this individual belong to one of the following groups:
Indian, Urban Indian or California Indians (as these terms are defined by
the Indian Health Care Improvement Act)?”
- 15. Deleted this bullet as hit is not “exempt” from RTW, it is “meeting”
RTW: “The individual is also exempt if they are already meeting one of
the work requirements below.”
- ii. Updated “meeting” to “complying with the” to read as: “If the answer to any of
the questions below is “YES,” the individual is complying with the RTW.”
- iii. Deleted “he/she is” and replaced with “they are”
- iv. Deleted “meets the RTW, and no penalty should be imposed” and replaced with
“is complying with the RTW.”
- v. Checkbox 1 – added “twenty (20) hours per week (or an average of)
 - 1. Added “eighty” and placed 80 in parentheses
 - 2. Added “Work can be for pay, for goods or services (for something other
than money), unpaid, or as a volunteer?”
- vi. Added “eighty” and placed 80 in parentheses
- vii. Deleted “then the individual” and “he or she” and replaced with “the individual”
 - 1. Added “three” and placed 3 in parentheses
 - 2. Deleted “Go to” and replaced with “, go to”
- c. Updated Step 2 as follows
 - i. Deleted “Impose a Penalty and notify the household” and replaced with “Client
is not eligible until they comply with RTW and must be notified with a Notice of
Action.”

27. 3532

- a. Retitled from “Notices” to “Notices for Non-Compliance with the Requirement to Work”
- b. Added bullet #2 “When the disqualification will be imposed”
 - i. Added bullet #3 “Period of disqualification”
 - ii. Added to “Right to fair hearing”
- c. Deleted last paragraph of this section with bullets as this information was moved to the
above paragraph.

28. 3540

- a. Added “three” and placed 3 in parentheses
- b. 1st bullet – deleted “will meet” and replaced with “is meeting”
 - i. Added “work an average of eighty (80) hours per month”
 - ii. Added “or a qualifying Employment and Training component”
 - iii. Added “qualifying”
 - iv. Added “thirty” and placed 30 in parentheses
 - v. Deleted “subsequent to” and replaced with “after”
 - vi. Deleted “The client must verify that they will meet the requirement, or the 3-
year period ends.” and replaced with “The client must provide verification that

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

they are meeting the requirement or must wait until the three-year period ends to receive benefits.”

vii. Deleted “3” and replaced with “three”

1. Deleted “s” off “periods”

c. 2nd bullet

i. Added “(3)” after “SNAP eligibility may be regained for an additional three (3)”

1. Deleted “30” and replaced with “thirty” to read as “thirty-day”

2. Added “eighty” and 80 in parentheses

3. Deleted “30” and replaced with “thirty” to read as “thirty-day”

29. 3540.1

a. Added “three” and placed 3 in parentheses

b. Deleted hyperlink for SNAP 3200 and updated link to 3502

30. 3540.2

a. Added “three” and placed 3 in parentheses

b. Added “during the current thirty-six (36) month RTW compliance period”

c. Deleted “regain eligibility if during any 30 consecutive day period he or she worked 80 hours or more” and replaced with “be eligible for three (3) bonus months if they worked eighty (80) hours or more during any thirty (30) day consecutive day period.”

d. Deleted “in order to” and replaced with “to”

e. Bullet 1 deleted “Able-Bodied Adult” and replaced with “ABAWD”

f. Bullet 2 added “three” and placed 3 in parentheses and added “bonus”

i. Deleted “he or she is” and replaced with “they are”

g. Bullet 3 deleted “or workfare program”

i. Added “three” and placed 3 in parentheses and added “bonus”

ii. Deleted “Able-Bodied Adult” and replaced with “ABAWD”

iii. Added “three” and placed 3 in parentheses

h. Updated bullet #4 and deleted “Able-Bodied Adult” and replaced with “ABAWD”

i. Added “three” and placed 3 in parentheses and added “bonus”

ii. Deleted “3” and replaced with “three” to read as “three-year”

i. Updated last sentence to add “three” and place 3 in parentheses and added “bonus”

j. Updated “Example” to “EXAMPLE”

i. Updated “2016” to “2025”

ii. Added “to be” in first paragraph

k. 2nd paragraph Deleted “11/3/2016” and replaced with “November 3, 2025”

i. deleted “however;” and replaced with “; however,”

ii. Added “twenty” and placed 20 in parentheses

iii. Deleted “hr” and replaced with “hour”

l. 3rd paragraph deleted “2017” to “2026”

i. Deleted “closes” and replaced with “closed”

ii. Deleted “recertification” and replaced with “renewal”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- iii. Deleted “2017” and replaced with “2026”
- iv. Added “three” and placed 3 in parentheses
- v. Deleted “2017” and replaced with “2026”
- vi. Added “eighty” and placed 80 in parentheses
- vii. Added “thirty” and placed 30 in parentheses
- viii. Deleted “2018” and replaced with “2027”
- ix. Deleted “2019” and replaced with “2028”
- m. Updated wording in the sentence before the chart to make “Chart” lowercase “chart” and added “an” between provides and explanation.
- n. Updated years on the table as follows:
 - i. Deleted “2016” and replaced with “2025”
 - ii. Deleted “2017” and replaced with “2026”
 - iii. Deleted “2018” and replaced with “2027”
- o. Updated legend below chart to remove “able bodied adult is not” and replaced with “ABAWD does not”, updated “meeting” to “meet”

31. 3540.3

- a. Deleted “the county office” and replaced with “DHS”
- b. Added “ten” and placed 10 in parentheses in 1st paragraph
- c. Deleted “added back to the case.” and replaced with “eligible to participate.”
- d. Added “thirty”, placed 30 in parentheses and deleted “-“
- e. Updated 1st bullet to add “eighty” and placed 80 in parentheses
 - i. Deleted “or” at end of bullet
- f. Added 2nd bullet “Volunteered an average of twenty (20) hours per week, averaging monthly (eighty (80) hours per month). This can be verified with the Volunteer Agreement (DCO-0261)”
- g. Updated 3rd bullet to add “eighty” and placed 80 in parentheses
 - i. Deleted “or” at end of bullet
- h. Updated 4th bullet to delete “a SNAP” and replaced with “qualifying” and added “components”
- i. Deleted: “Participated in and complied with a Workfare Program”
- j. Updated 6th bullet to add “(ORR)”
- k. Deleted NOTE
- l. Updated EXAMPLE as follows:
 - i. Deleted “2016” and replaced with “2025”
 - ii. Updated grammar to remove “thru” to “through”
 - iii. Deleted “16” and replaced with “2025”
 - iv. Added “Judy’s case closed on September 1, 2025.”
 - v. Added “in SNAP from”
 - vi. Deleted “thru” and replaced with “through”
 - vii. Deleted “16” and replaced with “2025”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- viii. Added “(1)” after one and added “three” and placed 3 in parentheses
- ix. Added “eighty” and placed 80 in parentheses
- x. Added “thirty” and placed 30 in parentheses
- xi. Deleted “back”
- xii. Deleted “2016” and replaced with “2025”
- xiii. Deleted “so and replaced with “therefore”
- xiv. Added “three” and placed 3 in parentheses
- xv. Deleted “2017” and replaced with “2026”
- xvi. Deleted “2017” and replaced with “2026”
- xvii. Deleted “2019” and replaced with “2028”
- xviii. Deleted “DWS” and replaced with “Arkansas Workforce Connections”
- xix. Added “thirty” and placed 30 in parentheses
- xx. Added “an” on the sentence “The following chart provides an explanation of Judy’s RTW status.”
- m. Updated sentence above chart to include “an”
- n. Updated legend under chart to remove “able-bodied adult is not meeting” and replaced with “ABAWD does not meet”

32. 3600

- a. Section was merged as part of SNAP 3400 with the below changes made.
- b. 1st paragraph deleted “to assist eligible recipients in obtaining skills necessary in order to gain employment” and replaced with “to gain skills, training, work, or experience that will increase their ability to obtain regular employment and meet State or local workforce needs.”
- c. Added “the” in NOTE
- d. Added “twenty-four” and placed 24 in parentheses in NOTE
- e. Deleted hyperlink for “SNAP 3632”

33. 3610

- a. Deleted whole section as this is talked about in SNAP 3310.1

34. 3610.1

- a. Section deleted and merged into SNAP 3400 with below changes.
- b. Updated grammar in 1st sentence to delete “or not”
- c. Deleted last sentence in section “If there is not an appropriate and available opening in an E&T program, good cause for non-participation will be assigned.”

35. 3620

- a. Deleted the entire section and merged with SNAP 3400

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- i. The following text was deleted in its entirety: “All SNAP recipients who are subject to the Requirement to Work (RTW) will be referred to the E&T Program. This includes all able-bodied adults without dependents who are sixteen (16) to sixty-five (65) years of age who are not employed at least eighty (80) hours per month.

These individuals will be systematically referred to the E&T Program unless one of the following seven (7) conditions are met if they do not meet an RTW exemption:

1. The individual resides in the same SNAP household with a minor fourteen (14) years of age or younger;
2. The individual is a pregnant woman;
3. The able-bodied adult is working twenty (20) hours per week (or an average of eighty (80) hours per month);
4. The individual is otherwise exempt from the work registration requirements of SNAP 3200;
5. .

An individual may be otherwise exempt if they care for an incapacitated person of any age, receives or has applied for unemployment benefits, participates in a drug and alcohol treatment program, or attends a school or an institution of post-secondary education on at least a half-time basis.

See SNAP 3502.1, item 3 for the definition of an individual physically or mentally unfit for employment as applicable to the RTW.”

- ii. The following text was merged into SNAP 3400: “Referrals will be made at application (initial and renewal), reinstatement, and any reported change where a household member has become subject to the requirement to work (RTW).”

36. 3621

- a. Section deleted in its entirety. Some information merged with SNAP 3400, other is fully deleted.
 - i. Merged the following into SNAP 3400: “Eligibility staff must ensure that the proper characteristics are assigned to the individual when eligibility is determined and before authorization.”
 - ii. Deleted the following: “E&T referrals occur at certification, renewal, reinstatement, and reported changes. Household members with the work participation code “Mandatory – SNAP” are selected for automated referral. Eligibility staff must ensure that the proper characteristics are assigned to the individual when eligibility is determined and before authorization. The characteristics to be used are shown in the following chart:

<u>Work Participation Characteristic</u>	<u>Description</u>
--	--------------------

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

<u>Systematically Assigned</u>	
<u>Pregnant Woman</u> Indicates a work registrant who is exempt from the RTW.	Use this characteristic to exempt a woman from the RTW due to pregnancy (regardless of trimester).
<u>Work 20<30 Hours</u> Indicates a work registrant who is subject to the RTW but fulfilling due to employment.	Use this characteristic for a work-registrant who is working at least twenty (20) hours per week, but less than thirty (30) hours per week.
<u>SNAP E&T Participating</u> Indicates that an individual is participating and complying with an E&T Program.	This code is used to show that an individual is participating and complying with a SNAP E&T Program.
<u>Age 66 or older</u> Indicates a work registrant who is not subject to the RTW.	- They are not subject to RTW. They are not automatically referred to the E&T Provider. - Use this characteristic for work registrants who are at least sixty-six (66) years of age.
<u>SNAP Cares for Child</u> Indicates an individual who is subject to the RTW but is exempt because they live in a SNAP HH with a minor child fourteen (14) years of age or younger.	Use this characteristic for an able-bodied adult when they reside in the same SNAP HH with a minor child regardless of the child's dependency or relationship to the able-bodied adult.
<u>Discretionary Exemptions</u> Indicates a work registrant who is subject to the RTW but is granted an exemption.	Use this characteristic for able-bodied adult work registrants who are granted a Personal Exemption from the RTW.
<u>Mandatory SNAP</u> Indicates that an individual is subject to the RTW but not participating in an E&T Program.	- This code is used when an individual meets no work registration or RTW exemptions. - These individuals are automatically referred to the E&T Program.

37. 3621.1—deleted entire section and merged with SNAP 3400.

- a. The E&T Provider will not be reimbursed for costs incurred by an E&T Program participant who is no longer participating in the Supplemental Nutrition Assistance Program. Therefore, it is extremely important that the E&T Provider be notified when a SNAP case containing an E&T Program participant is closed because the household is ineligible. A closure task is generated in SNAP Works.

38. 3622

- a. Deleted “not appropriate or is ill-suited” and replaced with “is not a good fit”
- b. Deleted “ill-suited” and replaced with “not a good fit” multiple times throughout this section.

39. 3622.1

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- a. Changed section title from “County Office Responsibilities” to “Stage Agency Responsibilities”
- b. Added bullet #3 “Explain next steps that the agency will take as a result of the provider determination.”
- c. Bullet #5 added “with” to read as “Provide the individual with information about workforce partnerships.”
- d. Deleted “able-bodied adult without dependents” and replaced with “ABAWD”
- e. Deleted “the eligibility worker”

40. 3630

- a. Added “(for example mileage to and from the SNAP E&T service component site)”
- b. Deleted “e.g.” and replaced with “for example”
- c. Deleted “\$50 allowed per calendar month” and replaced with “nine hundred dollars (\$900) per fiscal year”
- d. Added “as examples” to the first sentence “Other expenses related to E&T Program participation such as uniforms, boots, tuition, as examples. These expenses may be reimbursed when necessary and reasonable for participation in the E&T program.” And deleted “when such reimbursements are requested by the local E&T Provider”
- e. Deleted “Payment must be authorized through the Wise system and paid directly to the vendor, unless verification is provided by the E&T Provider that this was indeed an out-of-pocket expense paid by the participant. The worker will utilize instructions contained in the Online Wise Help when authorizing reimbursement payments and generating checks for customers and providers for expenses other than transportation. See SNAP 3631 for instruction on authorizing transportation costs. If a provider is providing services for more than one participant, a separate entry for each person must be keyed to RSRP in order for a check to be generated.”
- f. Deleted “monthly” and replaced with “annual”
 - i. Deleted “50 per client per calendar month” and replaced with “nine hundred dollars (\$900) per fiscal year per participant”
 - ii. Deleted hyperlink for SNAP 5411 – updated as “(see SNAP 5411).”
- g. Updated last sentence in paragraph to remove “Supplemental Nutrition Assistance Program Manager” and replaced with “SNAP E&T Program Manager”

41. 3631

- a. In the 1st paragraph – deleted “and page one of the Billing and Routing Sheet (DHS-0187). It will not be necessary to complete page 2 of the DHS-0187.” The DHS-0187 is no longer active and is being combined with DCO-243.
 - i. Deleted “and DHS-0187”
- b. Deleted paragraph “When an E&T Program participant uses his or her own car for E&T related travel, sections A, B and C of the DHS-0187 must be completed by the participant. The DCO-243 will be attached as documentation of the travel. When an E&T

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

Program participant pays someone else to transport him or her, Sections A, B and C of the DHS-0187 must be completed and documentation of transportation cost must be attached.”

- c. Deleted paragraph starting with “The E&T Provider will not sign or date the DHS-0187.”
- d. Deleted NOTE section completely that talks about WISE

42. 3640

- a. Deleted the first 2 paragraphs in this section as it talks about voluntary E&T
- b. Updated paragraph 3 with the following
 - i. Deleted “the DHS county office via non-compliance task” and replaced with “the State Agency via an Employment/Income Change task from SNAP Works”
 - ii. Deleted “the DCO-205”
 - iii. Deleted “to the designee at the local DHS County office”
- c. Added “ten” and placed 10 in parentheses

43. 5411

- a. Bullet #5 added “or third-party energy assistance payments (for example, LIHEAP) do not count as income if the SNAP household contains an elderly or disabled member. If the household does not contain an elderly or disabled member, the third-party energy assistance payments will count as income for SNAP.
- b. Deleted “See SNAP 1622.3 for information about handling reimbursements received by students.”
- c. Deleted hyperlink for “SNAP 5714”
- d. The other sections deleted in this document are not actually being deleted, only being removed for markup purposes only pertaining to SNAP 5411.

1. 6600

- a. Added “The excess shelter deduction must be calculated after the household’s adjusted SNAP income has been determined.”
- b. Added “To apply the deduction, one-half (1/2) of the adjusted SNAP income must be calculated. Then, this figure is subtracted from the household’s total shelter costs. The results is the household’s excess shelter.”
- c. Deleted “aged”
 - i. Added “years of age”
- d. Deleted “Aged or Disabled” and replaced with “Age 60 or Older/Individuals with Disabilities”
- e. Deleted “aged”
 - i. Added “years of age”
 - ii. Deleted “its” and replaced with “their”

2. 6610

- a. Added “the household and the household makes a monetary payment for the service. Allowable shelter costs are I”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- b. Bullet #1
 - i. Deleted “.” at the end of bullet 1
 - ii. Added “occupied by the household”
 - iii. Deleted “on” and replaced with “costs for”
 - iv. Deleted “an”
 - v. Deleted “cost”
 - vi. Added “the cost of”
 - vii. Deleted “months” and replaced with “months”
 - viii. Deleted “as a shelter cost in” and replaced with “in”
- c. Bullet #2
 - i. Deleted “.” At the end of bullet 2
 - ii. Deleted “The” and replaced with “Property taxes and the”
 - iii. Deleted “and voluntary road or other improvement taxes”
 - iv. Deleted “a”
 - v. Added “Homeowners who claim a homestead tax credit receive credit on their real estate for the assessment year (see Appendix H).”
 - vi. Deleted “full cost incurred” and replaced with “amount due by the household for”
 - vii. Deleted “for”
 - viii. Added “after the application of the homestead tax credit”
 - ix. Deleted “Homeowners who claim a homestead tax credit receive a three hundred seventy-five dollar (\$375.00) credit on their real estate for the assessment year (See Appendix H refer to Arkansas Code 26-26-1118 for current amount).”
 - x. Added “, and”
 - xi. Added “if the household become qualified for the homestead tax credit during their certification period,”
 - xii. Deleted “county office” and replaced with “eligibility”
 - xiii. Deleted “bill” and replaced with “expense”
 - xiv. Deleted “recertification” and replaced with “renewal”
 - xv. Deleted “county office” and replaced with “eligibility”
 - xvi. Deleted “county office” and replaced with “eligibility”
 - xvii. Deleted “recertification” and replaced with “renewal”
- d. Bullet #3
 - i. Deleted “.” At the end of the bullet title
- e. Bullet #4
 - i. Deleted “.” At the end of the bullet title
 - ii. Deleted “;” at the end of each bullet
 - iii. Deleted “s” at the end of “Water and sewer costs” to make it “Water and sewer cost”
 - iv. Added “Telephone cost”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- f. Bullet #5
 - i. Deleted "In order to" and replaced with "To"
 - ii. Deleted "Verification:"
 - iii. Added "eligibility"
 - g. Bullet #6
 - i. Deleted "repair of" and replaced with "repairing"
3. 6620
- a. Added "For households receiving in-kind assistance, verification of the dollar value of that assistance is required."
 - b. Deleted "recertification" and replaced with "renewal"
 - i. Added "or"
 - ii. Deleted ", or at the time of the semi-annual report,"
 - iii. Deleted "as"
 - iv. Added "based on eligibility"
 - c. Deleted ")", if eligible;" twice
 - d. Deleted ", if eligible; or" and replaced with "; or"
 - e. Added "NOTE: Refer to Appendix D for the value for each standard listed above as this may change annually."
 - f. Added ", depending on eligibility for such allowances. For example, the household reports a change in eligibility for the SUA, but still has utility expenses, the standard must be changed to the Basic Utility Allowance or Telephone Standard."
 - g. Deleted "All unverified utility costs will be disallowed if the household fails to provide verification by the date shown on the Request for Information or Notice of Action. If the household wishes to claim expenses for an unoccupied home, the utility standard will be disallowed for an unoccupied home. See SNAP 4410."
4. 6620.1
- a. Deleted "Households must incur and be billed for, or expect to" and replaced with "Any household that incurs and is billed for, or expects to"
 - b. Deleted "actual"
 - c. Added "separate from their rent or mortgage"
 - d. Deleted "Households must incur heating and cooling expenses separate from their rent or mortgage."
 - e. Added "Households billed less than monthly for heating costs, such as butane or propane, are entitled to the Standard Utility Allowance between billing months."
 - f. Deleted "The" and replaced with "A"
 - i. Added "with at least one (1) elderly or disabled member"
 - ii. Added "for the SUA"
 - iii. Added "quantifiable"
 - iv. Deleted "during the next heating and cooling season,"

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- v. Added “or similar energy assistance programs in an amount of more than twenty dollars (\$20) in the current month or in the immediately preceding twelve (12) months.”
 - vi. Deleted “whether an actual heating or cooling cost is incurred.”
 - vii. Added “A similar energy assistance program is a program designed to provide heating and cooling assistance through a payment directly to or on behalf of low-income households. A quantifiable payment is one that the State agency quantifies in dollars. This includes measures set by LIHEAP to determine a household’s benefit amount for energy assistance. In-kind energy assistance, such as firewood or coal, may be considered another similar energy assistance program payment if such assistance can be quantified. The eligibility worker must document such was received or scheduled to be received in the current month and date received. If the payment is not received or scheduled to be received during the current month or in the immediately preceding twelve (12) months, the household will not meet the LIHEAP qualification for the SUA.”
 - g. Added to “NOTE:”
 - i. “A household that does not include at least one (1) elderly or disabled member is no”
 - ii. Deleted “Eligibility for LIHEAP implies out of pocket expenses, or the household must receive energy assistance of at least that exceeds twenty dollars (\$20.00) per year under federal law. Households billed less than monthly for heating costs, such as butane or propane, are entitled to the Standard Utility Allowance between billing months. If the household reports a change in eligibility for the SUA, but still has a utility expense, the standard must be changed to the Basic Utility Allowance or Telephone Standard.”
 - h. Added “A household is also eligible for the Standard Utility Allowance if they are living in a multi-unit dwelling or an individual unit and receiving a qualifying weatherization program payment. The household must verify the weatherization payment in order to receive the SUA.
 - i. Added “The standard utility allowance must not be prorated when households who share a dwelling share a utility cost. When households share a dwelling and utility costs, both SNAP households will be allowed to claim the full Standard Utility Allowance.”
5. 6620.2
- a. Added “expedited” in third paragraph
6. 6620.3
- a. This section was not pulled originally when marking up and some sections show they are new, but they are not.
 - b. Deleted “A household” and replaced with “Households must”
 - i. Deleted “in bathrooms”
 - ii. Deleted “that incurs” and replaced with “incur and be billed for”
 - iii. Deleted “the full cost for its” and replaced with “the cost of its”

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- iv. Deleted "is entitled to" and replaced with "in order to use"
 - v. Deleted "elect"
 - vi. Deleted "utility standard" and replaced with "Standard Utility Allowance"
 - vii. Added "also"
7. 6622
- a. Deleted "Households that are not eligible for the Standard Utility Allowance (SUA) may be eligible for the Basic Utility Allowance (BUA)."
 - b. Added "Household must verify two (2) utilities other than for heating or cooling."
 - i. Deleted "Household only responsible for sewage, trash fees, water, garbage, and other basic service fees, and taxes for one (1) telephone are eligible for the BUA."
 - c. Added "Households which have no heating/cooling expenses and are not eligible for the SUA but incur two (2) non-heating/cooling expenses such as sewage, trash fees, water, garbage, telephone are eligible for the BUA."
 - d. Added "The costs for a telephone are included in the Basic Utility Allowance (BUA) and may not be allowed as a standalone deduction if using the BUA."
8. 6624
- a. Added "and is meant to provide a standard expense amount for households who are considered homeless and have expenses that may include, but are not limited to, hotel and motel rooms, homeless shelters, payments to relatives or friends, or the cost of laundry."
 - b. Deleted "The homeless household must provide a statement declaring expenses."
 - c. Deleted "in order to" and replaced with "to"
 - d. Deleted "The Homeless Living Allowance (HLA) is for households that are considered homeless that have expenses that may include, but not limited to, hotel and motel rooms, homeless shelters, payments to relatives or friends, or the cost of laundry." This was moved further up in this section.
 - e. Deleted "that" and replaced with "who"
 - f. Added "The homeless household must provide a statement declaring expenses or provide proof of payment made for hotel and motel rooms, to friends or relative, to laundry mats, etc."
9. 6625
- a. Added "Telephone fees include but are not limited to basic services fees, wire maintenance fees, subscriber line charges, relay center surcharges, 911 fees, and taxes."
10. 6626
- a. Section deleted "See SNAP 5413, SNAP 5411, and SNAP 6700. The electricity bill runs about ninety dollars (\$90.00) per month. The household may choose to use the utility standard."
11. 6627
- a. Deleted "charges" and replaced with "expenses"
 - b. Added "incurred"

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

- c. Deleted “, property taxes, or insurance will be requested only when the costs are questionable.” And replaced with “(for example, rent/mortgage, property taxes or homeowner’s insurance) will be requested.”
 - d. Deleted “needs to be verified” and replaced with “will be verified”
 - e. Deleted “only”
 - f. Added “information is outdated”
 - g. Added “or”
 - h. Deleted “questionable” and “or”
12. 6628
- a. Section deleted “Expenses are only deductible fi the service provided by someone outside of the household and the household makes a monetary payment for the service. A household is eligible for the Standard Utility Allowance if living in a multi-unit dwelling or an individual unit and receiving a qualifying weatherization program payment. The household must verify the weatherization payment in order to receive the SUA.”

**QUESTIONNAIRE FOR FILING PROPOSED RULES WITH
THE ARKANSAS LEGISLATIVE COUNCIL**

DEPARTMENT Department of Human Services
BOARD/COMMISSION Division of County Operations
BOARD/COMMISSION DIRECTOR Mary Franklin
CONTACT PERSON Mac Golden
ADDRESS P. O. Box 1437, Slot S295 Little Rock, AR 72203-1437
PHONE NO. (501) 320-6383 EMAIL Mac.E.Golden@dhs.arkansas.gov
NAME OF PRESENTER(S) AT SUBCOMMITTEE MEETING
Mary Franklin
PRESENTER EMAIL(S) Mary.Franklin@dhs.arkansas.gov

INSTRUCTIONS

In order to file a proposed rule for legislative review and approval, please submit this Legislative Questionnaire and Financial Impact Statement, and attach (1) a summary of the rule, describing what the rule does, the rule changes being proposed, and the reason for those changes; (2) both a markup and clean copy of the rule; and (3) all documents required by the Questionnaire.

If the rule is being filed for permanent promulgation, please email these items to the attention of Rebecca Miller-Rice, miller-ricer@blr.arkansas.gov, for submission to the Administrative Rules Subcommittee.

If the rule is being filed for emergency promulgation, please email these items to the attention of Director Marty Garrity, garritym@blr.arkansas.gov, for submission to the Executive Subcommittee.

Please answer each question completely using layman terms.

1. What is the official title of this rule?
SNAP Updates from HR1
2. What is the subject of the proposed rule? 20 CAR 501
3. Is this rule being filed under the emergency provisions of the Arkansas Administrative Procedure Act? Yes ☒ No ☐

If yes, please attach the statement required by Ark. Code Ann. § 25-15-204(c)(1).

If yes, will this emergency rule be promulgated under the permanent provisions of the Arkansas Administrative Procedure Act? Yes ☒ No ☐

4. Is this rule being filed for permanent promulgation? Yes ☒ No ☐

If yes, was this rule previously reviewed and approved under the emergency provisions of the Arkansas Administrative Procedure Act? Yes ☐ No ☐

If yes, what was the effective date of the emergency rule? _____

On what date does the emergency rule expire? _____

5. Is this rule required to comply with a *federal* statute, rule, or regulation? Yes ☒ No ☐

If yes, please provide the federal statute, rule, and/or regulation citation.

Public Law 119-21 (see www.fns.usda.gov/snap/obbb-implementation and www.congress.gov/crs-product/R48552)

6. Is this rule required to comply with a *state* statute or rule? Yes ☐ No ☒

If yes, please provide the state statute and/or rule citation.

7. Are two (2) rules being repealed in accord with Executive Order 23-02? Yes ☐ No ☒

If yes, please list the rules being repealed.

If no, please explain.

Exception from the Governor

8. Is this a new rule? Yes ☐ No ☒

Does this repeal an existing rule? Yes ☐ No ☒

If yes, the proposed repeal should be designated by strikethrough. If it is being replaced with a new rule, please attach both the proposed rule to be repealed and the replacement rule.

Is this an amendment to an existing rule? Yes ☒ No ☐

If yes, all changes should be indicated by strikethrough and underline. In addition, please be sure to label the markup copy clearly as the markup.

9. What is the state law that grants the agency its rulemaking authority for the proposed rule, outside of the Arkansas Administrative Procedure Act? Please provide the specific Arkansas Code citation(s), including subsection(s).

Arkansas Code §§20-76-201, 20 77-107, and 25-10-129

10. Is the proposed rule the result of any recent legislation by the Arkansas General Assembly?
Yes ☐ No ☒

If yes, please provide the year of the act(s) and act number(s).

11. What is the reason for this proposed rule? Why is it necessary?

To comply with Public Law 119-21. The law contains several provisions that affect the Supplemental Nutrition Assistance Program (SNAP). These include changes to SNAP eligibility, benefits, and program administration.

12. Please provide the web address by which the proposed rule can be accessed by the public as provided in Ark. Code Ann. § 25-19-108(b)(1).

<https://humanservices.arkansas.gov/do-business-with-dhs/proposed-rules/>

13. Will a public hearing be held on this proposed rule? Yes ☐ No ☒

If yes, please complete the following:

Date: _____

Time: _____

Place: _____

Please be sure to advise Bureau Staff if this information changes for any reason.

14. On what date does the public comment period expire for the permanent promulgation of the rule? Please provide the specific date. _____

15. What is the proposed effective date for this rule? 11/1/2025

16. Please attach (1) a copy of the notice required under Ark. Code Ann. § 25-15-204(a)(1) and (2) proof of the publication of that notice.

17. Please attach proof of filing the rule with the Secretary of State, as required by Ark. Code Ann. § 25-15-204(e)(1)(A).

18. Please give the names of persons, groups, or organizations that you anticipate will comment on these rules. Please also provide their position (for or against), if known.

19. Is the rule expected to be controversial? Yes ☐ No ☒

If yes, please explain.

FINANCIAL IMPACT STATEMENT

PLEASE ANSWER ALL QUESTIONS COMPLETELY.

DEPARTMENT Department of Human Services

BOARD/COMMISSION Division of County Operations

PERSON COMPLETING THIS STATEMENT Lisa Woodall

TELEPHONE NO. (501) 682-8376 **EMAIL** Lisa.Woodall@dhs.arkansas.gov

To comply with Ark. Code Ann. § 25-15-204(e), please complete the Financial Impact Statement and email it with the questionnaire, summary, markup and clean copy of the rule, and other documents. Please attach additional pages, if necessary.

TITLE OF THIS RULE SNAP Updates from HR1

1. Does this proposed, amended, or repealed rule have a financial impact?
Yes ☒ No ☐
2. Is the rule based on the best reasonably obtainable scientific, technical, economic, or other evidence and information available concerning the need for, consequences of, and alternatives to the rule?
Yes ☒ No ☐
3. In consideration of the alternatives to this rule, was this rule determined by the agency to be the least costly rule considered? Yes ☒ No ☐

If no, please explain:

(a) how the additional benefits of the more costly rule justify its additional cost;

(b) the reason for adoption of the more costly rule;

(c) whether the reason for adoption of the more costly rule is based on the interests of public health, safety, or welfare, and if so, how; and

(d) whether the reason for adoption of the more costly rule is within the scope of the agency's statutory authority, and if so, how.

4. If the purpose of this rule is to implement a *federal* rule or regulation, please state the following:
 - (a) What is the cost to implement the federal rule or regulation?

Current Fiscal Year

General Revenue 42,532.84
 Federal Funds 100,377.16
 Cash Funds _____
 Special Revenue _____
 Other (Identify) _____

Total \$ 142,910.00

Next Fiscal Year

General Revenue _____
 Federal Funds _____
 Cash Funds _____
 Special Revenue _____
 Other (Identify) _____

Total \$ 0.00

(b) What is the additional cost of the state rule?

Current Fiscal Year

General Revenue _____
 Federal Funds _____
 Cash Funds _____
 Special Revenue _____
 Other (Identify) _____

Total \$ 0.00

Next Fiscal Year

General Revenue _____
 Federal Funds _____
 Cash Funds _____
 Special Revenue _____
 Other (Identify) _____

Total \$ 0.00

5. What is the total estimated cost by fiscal year to any private individual, private entity, or private business subject to the proposed, amended, or repealed rule? Please identify those subject to the rule, and explain how they are affected.

Current Fiscal Year

\$ 0.00

Next Fiscal Year

\$ 0.00

6. What is the total estimated cost by fiscal year to a state, county, or municipal government to implement this rule? Is this the cost of the program or grant? Please explain how the government is affected.

Current Fiscal Year

\$ 42,532.84

Next Fiscal Year

\$ 0.00

7. With respect to the agency's answers to Questions #5 and #6 above, is there a new or increased cost or obligation of at least one hundred thousand dollars (\$100,000) per year to a private individual, private entity, private business, state government, county government, municipal government, or to two (2) or more of those entities combined?

Yes ☐ No ☒

If yes, the agency is required by Ark. Code Ann. § 25-15-204(e)(4) to file written findings at the time of filing the financial impact statement. The written findings shall be filed simultaneously with the financial impact statement and shall include, without limitation, the following:

- (1) a statement of the rule's basis and purpose;
- (2) the problem the agency seeks to address with the proposed rule, including a statement of whether a rule is required by statute;
- (3) a description of the factual evidence that:
 - (a) justifies the agency's need for the proposed rule; and
 - (b) describes how the benefits of the rule meet the relevant statutory objectives and justify the rule's costs;
- (4) a list of less costly alternatives to the proposed rule and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (5) a list of alternatives to the proposed rule that were suggested as a result of public comment and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (6) a statement of whether existing rules have created or contributed to the problem the agency seeks to address with the proposed rule and, if existing rules have created or contributed to the problem, an explanation of why amendment or repeal of the rule creating or contributing to the problem is not a sufficient response; and
- (7) an agency plan for review of the rule no less than every ten (10) years to determine whether, based upon the evidence, there remains a need for the rule including, without limitation, whether:
 - (a) the rule is achieving the statutory objectives;
 - (b) the benefits of the rule continue to justify its costs; and
 - (c) the rule can be amended or repealed to reduce costs while continuing to achieve the statutory objectives.

SNAP CERTIFICATION MANUAL –SECTION 3000

OB3100 Work Registration Requirements – Summary

Voluntary Quit Work Registration

3100 Work Registration Requirements – Summary **General Work Registration Requirements**

SNAP Manual_01/01/2024 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

SNAP applicants who do not meet an exemption from the General Work Registration Requirements (listed below) will be registered for work at initial application and at each renewal when the SNAP application form is signed. Registration must also occur at the time of a reported change when a member of an active case loses an exemption OR when an eligible, nonexempt individual enters a household currently certified to participate in SNAP. Household members subject to the work registration requirement will be notified via a Notification of SNAP Work Requirements (DCO-0260).

Requirement to Work (RTW) General Work Registration Requirements

Individuals sixteen (ageged 16) — fifty-ninesixty-four (59) years of age and able to work will generally need to meet the General Wwork Rrequirement in order to receive get SNAP benefits. The general requirements include the following:

1. Registering to work upon application and each renewal every 12 months after initial registration (this occurs automatically when an individual signs the application for SNAP).
2. Participating in SNAP Employment and Training (E&T) to the extent required by the agency.
—
— or Participating in workfare if assigned by DHS the agency..
3. Accepting a bona fide offer of suitable employment at a wage not less than the higher of the applicable state or federal minimum wage. Taking a suitable job
4. Not voluntarily quitting a job or reducing work hours below thirty (30) hours per week or one hundred twenty (120) hours per month without good cause..
5. Responding to any request from an eligibility worker for information regarding employment status or availability for work.

Individuals Excused from Registering to work:

SNAP CERTIFICATION MANUAL –SECTION 3000

OB3100 Work Registration Requirements – Summary

Voluntary Quit Work Registration

Already working at least 30 hours per week (or earning wages at least equal to the federal minimum wage multiplied by 30 hours);

Meeting the work requirement from such program as TEA or Unemployment;

Taking care of a child under age 6 or an incapacitated individual;

Able Bodied Adult Without Dependents (ABAWD) is limited to any three (3) months in a three

(3) year period of receiving benefits. Any individual subject to the Requirement to Work (RTW) will be ineligible to receive Supplemental Nutrition Assistance Program (SNAP) benefits if, during a three (3) year period, he or she received SNAP benefits for at least three (3) months while he or she did not work at least an average of eighty (80) hours per month or participate in and comply with a specified work program or was otherwise exempt. See SNAP 3500.

The three (3) month time limit does not apply to individuals who are:

- 1) Seventeen (17) or younger;
- 2) Fifty two (52) or older; (See age increases below)
- 3) Medically certified as physically or mentally incapacitated for employment;
- 4) Responsible for a dependent child or residing in a SNAP household where a household member is age seventeen (17) or younger;
- 5) Pregnant or
- 6) Otherwise exempt from the work registration requirements;
- 7) Homeless
- 8) A Veteran
- 9) Individuals who are twenty four (24) years of age or younger and who aged out of foster care at eighteen (18) under the responsibility of a state.

The *Fiscal Responsibility Act of 2023 (FRA)* gradually increases the age of those subject to the able-bodied adults without dependents who are exempted from the ABAWD time limit. The groups include:

- **Effective September 1, 2023**, the ABAWD time limit increases to age fifty (50).
- **Effective October 1, 2023**, the ABAWD time limit increases to age fifty two (52).
- **Effective October 1, 2024**, the ABAWD time limit increases to age fifty four (54).
- **Effective October 1, 2025**, the ABAWD time limit increases to age fifty five (55).

SNAP CERTIFICATION MANUAL –SECTION 3000

OB3100 Work Registration Requirements – Summary

~~Voluntary Quit~~Work Registration

Voluntary Quit

Any individual who is not otherwise exempt from the work registration requirements will be subject to sanction if he or she voluntarily quits a job without good cause or voluntarily reduces his or her work effort to less than 30 hours per week. See [SNAP 3401.1](#).

Requirement to Work (RTW)

Able Bodied Adult without Dependents or Able-Bodied Adult eligibility is limited to any 3 months in a 3-year period of receiving benefits. Any individual subject to the Requirement to Workk

(RTW) will be ineligible to receive SNAP benefits if, during a 3-year period, he or she received SNAP benefits for at least three months while he or she did not work at least an average of 80 hours per month or participate in and comply with a specified work program or was otherwise exempt. See SNAP 3500.

The 3-month time limit does not apply to individuals who are: 1) 17 or younger; 2) 54 or older; 3) medically certified as physically or mentally incapacitated for employment; 4) responsible for a dependent child or residing in a SNAP household where a household member is age 17 or younger; 5) pregnant or 6) otherwise exempt from the work registration requirements.

Employment & Training Program

In certain locations the SNAP E&T Program is available to household members subject to the Requirement to Work. See SNAP 3600.

Workfare Program

Certain non-exempt work registrants may perform public service activities as a condition of receiving SNAP benefits. See SNAP 3700.

SNAP CERTIFICATION MANUAL –SECTION 3000

OB3100 Work Registration Requirements – Summary

Voluntary Quit Work Registration

The 3-month time limit does not apply to individuals who are: 1) 17 or younger; 2) 50 or older; 3) medically certified as physically or mentally incapacitated for employment; 4) responsible for a dependent child or residing in a SNAP household where a household member is age 17 or younger; 5) pregnant or 6) otherwise exempt from the work registration requirements.

SNAP CERTIFICATION MANUAL – SECTION 3000

3100 General Work Requirements

3100 General Work Requirements Under 18 or 60 or Older

Employment & Training Program

In certain locations the SNAP E&T Program is available to household members subject to the Requirement to Work. See [SNAP 3600](#).

Workfare Program

Certain non-exempt work registrants may perform public service activities as a condition of receiving SNAP benefits. See [SNAP 3700](#).

SNAP 3110 Mandatory E&T

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Participants not otherwise exempt from the general work requirements and the requirement to work, also known as Able-Bodied Adults Without Dependents (ABAWDS) are subject to the Employment and Training (E&T) program participation requirements. The agency must refer ABAWDs to E&T and explain how to access the E&T program as well as what will be expected for compliance.

How can someone comply with Mandatory E&T?

1. Work with a SNAP E&T provider at orientation to find appropriate employment, education, or training activity opportunities.
2. Complete the activities every month

Does every ABAWD have to comply with Mandatory E&T?

_____ No, a participant will not have to comply with Mandatory E&T if they are:

- Temporarily laid off from employment
- Lives more than 35 miles from a job search or training center

Is a domestic violence survivor

SNAP CERTIFICATION MANUAL – SECTION 3000

3100 General Work Requirements

3100 General Work Requirements Under 16 or 60 or Older

~~If there is not an appropriate and available opening in an E&T program, the agency must determine whether the participant has a good cause reason for failing to comply with the mandatory E&T requirement.~~

~~Mandatory participants are required to comply with SNAP E&T, or they face disqualification. DHS must provide good cause for mandatory E&T participants if there is not an available and appropriate E&T opening. This form of good cause is only for mandatory E&T and will not prevent a time-limited participant from accruing a countable month if they did not participate in another qualifying activity. Good cause information can be found in SNAP 3411.~~

3200 ~~Who is~~ Individuals Exempt from General Work Registration Requirements

SNAP Manual 01/01/2024 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Eligible household members are exempt from ~~General Work registration Requirements~~ if the household member is:

1. ~~Under age-sixteen (16) years of age or age sixty (60-60606) years of age or older-~~
2. ~~Age-sixteen (16) years of age or seventeen (17) years of age and living with a parent or attending a school or training program on at least a half-time basis-~~
- 2.3. ~~Individuals living with a disability~~
3. ~~Receiving Transitional Employment Assistance (TEA) Cash Assistance-~~
4. ~~Caring for a dependent child under age-six (6) years of age or an incapacitated person-~~
4. ~~Receiving Transitional Employment Assistance (TEA)-cash assistance~~
5.
- 5.6. ~~Receiving Receiving -or having applied for unemployment for unemployment benefits-~~
7. ~~Currently participating in a treatment program for alcoholism or drug addiction drug and/ or alcohol treatment program~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3100 General Work Requirements

3100 General Work Requirements Under 18 or 60 or Older

6. ~~—~~

7. ~~—~~ Employed or self-employed on a full-time basis (thirty (30) hours or more weekly OR one hundred twenty (120) hours monthly) OR ~~—~~ earning wages at least equal to the federal minimum wage multiplied by thirty (30) ~~30~~ hours

8. ~~—~~

8. ~~—~~ A student enrolled at least half-time in any recognized school, training program, or institution of

SNAP CERTIFICATION MANUAL – SECTION 3000

3100 General Work Requirements

3100 General Work Requirements ~~Under 16 or 60 or Older~~

—higher education (See SNAP 1622).

9. —

—

—~~Being physically or mentally unfit for employment:~~

—~~Receiving services from Arkansas Rehabilitation; or~~

—~~Having a medical condition verified by a medical professional; or~~

—~~Receiving temporary or permanent disability benefits issued by governmental or private sources such as workman's compensation; or~~

1. ~~Proof of receipt of or application for SSA/SSI; or~~

2. ~~Veterans who are rated as disabled.~~

9. —

An exemption from general work registration means certain individuals are not required to fulfil the work requirements. Other recipients are exempt from work registration because the work requirement is being met. A full explanation of each exemption appears below in SNAP 3210-3290.

3210 ~~Under 16~~ Years of Age ~~or 60-66~~ 00 Years of Age ~~or Older~~

SNAP Manual ~~SNAP Manual 1/01/99~~ Effective upon approval by Arkansas Legislative Council Executive Subcommittee

 — Household members younger than sixteen (16) years of age or sixty (60) years of age or older are exempt from the general work registration requirements.

—  **NOTE:** If a child reaches his their sixteenth (16th) birthday within a certification period, ~~he/she~~ they will be registered for work at the next scheduled renewal ~~recertification~~ unless ~~he or she~~ they qualify ~~ies~~ for another exemption.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3210 Under 16 Years of Age or ~~6605~~ Years of Age or Older



3220 Certain Household Members Aged 16 or 17 Years of Age

SNAP Manual ~~11/01/02~~ Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A household member who is ~~age sixteen (16) or seventeen (17) years of age~~ is exempt from the general work registration requirements if any of the following apply:

- Is living with a parent or a person who is acting as a parent;
- Is attending ~~school a high school or a school of higher education;~~
- Is enrolled in an employment training program on at least a half-time basis as determined by the school or training program;



NOTE: If a child who is exempt from the general work registration requirement solely because they are living with a parent or person who is acting as a parent reaches their eighteenth (18th) birthday within a certification period, they will be registered for work the month following their eighteenth (18th) birthday unless they qualify for another exemption.

~~Is otherwise exempt – e.g. – individual living with a disability, or cares for a dependent child under age six, etc.~~

~~**Note:** If a child who is exempt from the work registration requirement solely because he/she is living with a parent or a person who is acting as a parent reaches their 18th birthday within a certification period, he/she will be registered for work the month following their 18th birthday unless he/she qualifies for another exemption.~~

3230 Individuals Aged ~~60 or older~~ and/or Living with a Disability Unfit for Employment

SNAP Manual ~~01/01/17~~ Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members who are unable to work because ~~of they are being~~ physically or mentally unfit for employment ~~or mental incapacitation~~ are exempt from the general work registration requirements.

See the Glossary definition of “an Individual Aged ~~60 or Older~~/Individuals with Disabilities ~~older and/or~~ Individual Living”

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3210 Under 16 Years of Age or ~~6605~~ Years of Age or Older

~~with a Disability.~~ In addition to the individuals who meet the definition of an Individual Living with a Disability found in the Glossary, the following individuals may be considered individuals Living with a Disability:

- ~~• Individuals receiving services through Arkansas Rehabilitation Services (ARS).~~
- ~~• Individuals receiving Worker's Compensation or other "sick pay" type benefits.~~
- Individuals receiving services through Arkansas Rehabilitation Services (ARS)
- Individuals receiving Worker's Compensation or other "sick pay" benefits
- Individuals living with a medical condition that causes them to be physically or mentally unfit for employment as verified by a medical provider
- Individuals receiving temporary or permanent disability benefits issued by governmental or private sources such as workman's compensation
- Individuals with proof they receive or have a pending application for SSA/SSI of receipt or application for SSA/SSI
- Veterans who are rated as disabled

When a member is not receiving disability benefits, the worker will determine if the member's disability is obvious or if verification is required.

An obvious disability is one where the worker can easily determine that the individual is incapable of gainful employment.~~An obvious disability is one where the easily identifiable for the worker can easily to determine that the individual is incapable of gainful employment.~~ Individuals with obvious disabilities include, but are not limited to, individuals who are:

1. ~~R~~Recovering from major surgery within the last six (6) weeks; or

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3240 Household Member Caring for Dependent Child Under 6 Years of Age or Incapacitated Person

Housebound or wheelchair bound-

2.

When the disability is not obvious or an obvious disability is questionable, the household will be asked to furnish verification.

Acceptable verification includes, but is not limited to:

1. A statement from a medical professional indicating the cause of disability and, if known, how long the disability is expected to last;
2. A decision by the Medical Review Team that the individual is currently living with a disability; or
3. Collateral evidence (written or oral) that the individual receives services through Arkansas Rehabilitation Services.

Documentation should appear in the case record regarding:

- a. The nature of any disability which results in an exemption; and
- b. The anticipated length of the disability; and
- c. The type of verification obtained if the exemption was verified.

NOTE: Services for an Individual Living with a Disability are available through Arkansas Rehabilitation Services (ARS). If appropriate, the worker may refer the Individual Living with a Disability to ARS through normal office procedures.

3240 Household Member Caring for Dependent Child Under 6 Years of Age or Incapacitated Person

SNAP Manual 1/01/99 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

An adult household member who is responsible for the care of a dependent child under the age of six (6) years of age or is responsible for the care of an incapacitated person of any age is exempt from the general work registration requirements. Exemptions for the care of an incapacitated person should be fully documented. Documentation-Verification from a medical professional must include the name of the person providing care and a description of the incapacitating condition.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3240 Household Member Caring for Dependent Child Under 6 Years of Age or Incapacitated Person

If a child reaches his ~~his~~ their sixth (6th) birthday within a certification period, the household member responsible for the care of the child will be registered for work ~~work registered~~ during the next scheduled renewal ~~recertification~~ or case action unless the member qualifies for another exemption.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3250 Receiving TEA Cash Assistance

3250 Receiving TEA Cash Assistance~~Transitional Employment Assistance (TEA)~~

SNAP Manual ~~01/01/99~~ Effective upon approval by Arkansas Legislative Council Executive Subcommittee

All able-bodied adults (age eighteen (18) years of age or older) who receive Transitional Employment Assistance ~~TEA~~ ~~Cash Assistance~~ are required to work or participate in TEA Program work activities designed to lead to work. These individuals will be exempt from the SNAP general work registration requirements due to compliance with TEA work requirements.

3260 Receiving or Having Applied for Unemployment

SNAP Manual ~~01/01/17~~ Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members who are currently receiving unemployment insurance benefits are exempt from the general work registration requirements. A household member who has applied for, but not yet begun to receive, unemployment insurance benefits is also exempt if ~~they were~~ ~~he or she was~~ required to register for work with the state's workforce agency, Arkansas Workforce Connections (AWC) ~~Department of Workforce Services (DWS)~~, as a part of the unemployment insurance application process.

An applicant for unemployment would not be required by AWC ~~DWS~~ to register for work when:

- They are ~~He or she is~~ job attached and laid off for less than eight (8) weeks; or
- They are ~~He or she is~~ a member of a trade union that assists members in finding employment.

 **NOTE:** Verification of whether the individual was registered through AWC ~~DWS~~ may be obtained ~~from Arkansas Workforce Connections~~ ~~Department of Workforce Services~~. The worker will not contact AWC ~~DWS~~ to determine if a household member is registered for work through AWC ~~DWS~~. This determination will be based upon correspondence (letters, forms, system interfaces ~~WESD through ARFind~~, etc.) from AWC ~~DWS~~ that is provided to the household member, or any other information available. In situations where there is no available information, the registrant's statement will be used. The case record will be documented accordingly.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3250 Receiving TEA Cash Assistance

If an individual who is exempt from general work registration requirements solely due to receipt of unemployment benefits fails or refuses to comply with AWC DWS work requirements, a sanction may be imposed (see SNAP 3414). ~~See SNAP 3414.~~

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3250 Receiving Transitional Employment Assistance (TEA)

3270 Addicts and Alcoholics Participating in a Drug and/or Alcohol Treatment Program

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members who are currently participating in a drug and/or -alcohol ~~drug addiction or alcoholism~~ treatment and rehabilitation program on an in-patient or out-patient basis are exempt from the general work ~~registration~~ requirements.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3250 Receiving Transitional Employment Assistance (TEA)

3280 Employed Persons and Self-Employed Persons

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members who are employed and either working a minimum of thirty (30) hours weekly (one hundred twenty (120) hours monthly) or receiving weekly earnings at least equal to the ~~state or federal~~ minimum wage, ~~whichever is greater~~, multiplied by thirty (30) are exempt from general work registration requirements.

This exemption includes any migrant or seasonal farm worker who is under a contract or similar agreement with an employer or crew chief to begin employment within thirty (30) days. A migrant or seasonal farm worker who does not have such an agreement and is not otherwise exempt will be registered for work.

The number of hours of employment may be verified ~~from~~ via:

1. ~~Wage Pay stubs; stubs;~~
2. ~~Employer statements;~~ or
2.
3. The current amount of verified income divided by thirty (30).

A household member solely engaged in a hobby, volunteer work or another activity for which little or no payment is received is not considered gainfully employed regardless of the length of time spent in such activity.

A self-employed household member who works a minimum of thirty (30) hours per week (one hundred twenty (120) hours monthly) or who receives weekly earnings at least equal to the federal minimum wage, multiplied by thirty (30) hours is exempt from the general work registration requirements. This exemption may be established through verification of the amount of earnings if the earnings are at least equal to the federal minimum wage, multiplied by thirty (30) hours per week.

If the income is not sufficient to conclude full-time employment, the household must cooperate with the worker in verifying hours worked. ~~establishing that:~~

1. ~~The gross income reported is at least sufficient to be considered gainful employment; or~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3270 Persons with Substance Abuse and/or Alcohol Disorder

The volume of work performed by the household member justifies the self-employment enterprise as a full-time job. For example, some farmers work more than forty (40) hours per week yet make no profit.

3290 Students

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A student ~~aged eighteen (18) years of age~~ or older who is enrolled at least half-time as defined by the school in a high school or in a GED program is exempt from the general work registration requirements. If a student is enrolled in an institution of post-secondary education at least half-time as defined by the school in SNAP 1622 ~~SNAP 1622.1~~ and the student is eligible to participate as per 1622.3 ~~SNAP 1622.3~~, the student is exempt from the general work registration requirements. The exemption continues to apply through periods of school recess but is lost when the student graduates, drops out, is expelled, or otherwise terminates enrollment.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3280 Employed Persons and Self-Employed Persons

3300 Individuals to be Registered for Work

SNAP Manual_

Section deleted

Effective upon approval by Arkansas Legislative Council Executive Subcommittee

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3280 Employed Persons and Self-Employed Persons

All eligible household members who are not exempt for work registration will be registered for work.

3310 Work Registration at Case Actions

SNAP Manual

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

3310.1 Work Registration at Initial and/or Recertification Applications

SNAP Manual

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

~~All eligible, nonexempt household members are automatically registered when the SNAP application form is signed. A household must be notified which members are subject to the work registration requirements. A Notification of Work Registration (DCO-260) must be issued to let the household know which members are subject to the work registration requirements.~~

~~The eligibility worker must work register household members for work when:~~

- ~~1.—An eligible, nonexempt individual enters a household currently certified to participate in SNAP; or~~
- ~~2.—An eligible household member in a participating household loses an exemption due to a change that must be reported as specified in SNAP 11200.~~

3310.2 General Work Registration at Reported Change

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At the time of a reported change or semi-annual report, general work registration must be completed for all nonexempt members who enter the household or for members who loses an exemption as a result of a reported change which is required to be reported per SNAP 11200 ~~SNAP 11200~~.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3280 Employed Persons and Self-Employed Persons

A Notification of SNAP Work Requirements ~~Notification of General Work Registration~~ (DCO-0260) must be sent when:

1. A nonexempt member enters the household; ~~or; or~~
2. An eligible household member loses an exemption due to a reported change; ~~or on the semi-annual report; or~~
3. A nonexempt member turned sixteen (16) years of age since the last case action.

If the worker cannot determine based solely on information available on the change report or in the case record that the member must be work registered, the household will be contacted.

SNAP CERTIFICATION MANUAL – SECTION 3000

3300 Individuals to be Registered for Work

3310.2 General Work Registration at Reported Change

If the needed information cannot be obtained by telephone, the household will be issued a request for contact using a *Notice of Action* Request for Contact (DCO-0191C) following Unclear Information policy SNAP 12400.-.

The request for contact will advise the household that if the information needed to complete the work registration is not provided, the non-compliant household member will be disqualified as per SNAP 3412. See SNAP 12400 for instructions on issuing a request for contact.

3310.3 Work Registration at Periodic Report and Annual Review

SNAP Manual 01/01/17

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A. Semi-Annual Report

If the worker cannot determine if a member should be work registered based on the information on semi-annual report, the worker should attempt to contact the household by telephone to avoid a delay in form processing. If the needed information cannot be obtained by telephone, a *Notice of Required Verification* (DCO-218) will be issued to the household. The household must have at least 10 days to respond to the request for information. Therefore, the DCO-218 must be returned before the end of the report month or within 10 days, whichever is later. The eligibility worker must work register household members for work and a *Notification of Work Registration* (DCO-260) must be completed when:

1. An eligible, nonexempt individual enters a household currently certified to participate in the SNAP; or
2. An eligible household member in a participating household loses an exemption due to a change that must be reported as specified in SNAP 11200.

If the household does not return the information requested on the DCO-218 within the specified time frames, the member will be disqualified per SNAP 3412. An adequate notice will be issued to the household to advise the household of the effects of the disqualification.

SNAP CERTIFICATION MANUAL – SECTION 3000

3300 Individuals to be Registered for Work

3310.2 General Work Registration at Reported Change

Once work registration status has been determined, the worker will issue a DCO-260 to the household to advise who will be work registered.

B. Annual Review

A household composed entirely of members aged 60 or older and/or individuals living with disabilities with minor dependent children age 15 or younger may also be assigned a 36-month certification period if no household member has earnings or a child support deduction.

SNAP CERTIFICATION MANUAL – SECTION 3000

3300 Individuals to be Registered for Work

3320 General Work Requirement Exemption Priority

Note: If an individual who should be work registered is included in a household certified for 36 months then the certification period must be shortened per SNAP11660. A Notification of Work Registration (DCO-260) must be completed and issued to the household.

3320 General Work Registration Requirement Exemption Priority

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

General wWork registration exemptions will be assigned in the following order:

1. Age-
2. Physically or mentally unfit for employmentincapacitated-
3. Care of a dependent child under age six (6) years of age or an incapacitated person-
4. RIn receiving or applied for eipt of unemployment compensation-
5. Participating in a drug addiction or alcoholic treatment program-
6. Employed or self-employed full-timefull-time (thirty (30) hours or more weekly, (one hundred twenty (120) hours monthly) or earning the federal minimum wage multiplied by thirty (30) hours) per week-
7. A student enrolled at least half-time in any recognized school, training program, or institution of higher education. (The student applicant must meet the student definition per eligibility requirements. (see SNAP 3290).

Receiving Transitional Employment Assistance (TEA).TEA cCash aAssistancee-

8.

~~THIS SECTION SHOULD BE RESEARCHED FOR ANY UPDATES TO PRIORITIES~~

EXAMPLE: A household member is age sixty-twosixy-two (62626) years of age and/or living with a dDisability. The general work registration requirement exemption assigned is for age.

EXAMPLE: —A household member who receives is receiving Transitional Employment

SNAP CERTIFICATION MANUAL – SECTION 3000

3300 Individuals to be Registered for Work

3320 General Work Requirement Exemption Priority

Assistance ~~TEA cash assistance~~ has a dependent child age two (2) years of age. The general work registration requirement exemption assigned is for dependent care.

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Mandatory Employment & Training (E&T)

3400 Mandatory Employment & Training (E&T)

3400 Compliance with ~~Work Registration~~ General Work Requirements

SNAP Manual ~~11/01/02~~ Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Individuals subject to General Work Requirements (~~Work registrants~~ individuals) must:

1. Respond to any request from an eligibility worker for information regarding employment status or availability for work;
2. Accept a bona fide offer of suitable employment at a wage not less than the higher of the applicable state or federal minimum wage.
3. Continue employment at a suitable job.
4. Avoid voluntarily reducing ~~one's~~ their work effort to less than thirty (30) hours per week (one hundred twenty (120) hours per month).

An individual who is exempt from the General Work Requirement ~~work~~ registration solely due to application for or receipt of unemployment benefits (see SNAP 3260 ~~SNAP 3260~~) and who fails to comply with comparable Arkansas Workforce Connections (AWC) Department of Workforce Services (DWS) ~~work~~ registration requirements will be subject to sanction in the Supplemental Nutrition Assistance Program.

3401 ~~Work Registration Violation~~ Failure to Comply with General Work Requirements

SNAP Manual ~~11/01/02~~ Effective upon approval by Arkansas Legislative Council Executive Subcommittee

~~A work registration violation~~ Failure to comply with General Work Requirements ~~are~~ include is:

- Refusal, without good cause, to accept an offer of employment at a site or plant that is not subject to a strike or lockout at the time of the refusal at a wage not less than the applicable federal or state minimum wage; ~~or~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Mandatory Employment & Training (E&T)

3400 Mandatory Employment & Training (E&T)

- Refusal, without good cause, to provide sufficient information to allow a determination of employment status or job availability; ~~or program or~~
- Voluntarily and without good cause, reducing one's work effort to less than thirty (30) hours per week (OR one hundred twenty (120) hours per month); ~~or~~
- Voluntarily quitting a job without good cause within thirty (30) days prior to the date of application or at any time while the individual who quit was participating in the Supplemental Nutrition Assistance Program.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Mandatory Employment & Training (E&T)

3400 Mandatory Employment & Training (E&T)

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401 Failure to Comply with General Work Requirements

3401.1 Special Instructions for Voluntary Quits

SNAP Manual 11/01/02 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A voluntary quit is defined as the intentional departure of an employee from a suitable job without good cause. The voluntary quit provisions do not apply to changes in employment resulting from:

- ~~Reducing hours of employment while working for the same employer;~~
- ~~Resignations recognized by the employer as retirement;~~
 - Resignations recognized by the employer as retirement; or
 - Termination of a self-employment enterprise; or
 - Resigning at the demand of the employer

~~Resigning at the demand of the employer~~

3401.2 Verification of Voluntary Quit

SNAP Manual 11/01/02 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

When a loss of earned income is reported, the eligibility worker must verify the last date of employment and the last ~~date of pay~~ month's pay. Information provided by the household about the reasons for leaving employment must be verified if questionable.

The household has the primary responsibility for providing verification. However, in situations where it is difficult or impossible for the household to obtain the needed verification in a timely manner, the worker will ~~provide assistance to help~~ provide assistance to help the household. Acceptable sources of verification include the previous employer, employee associations, union representatives, grievance committees, or other organizations that represent

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401 Failure to Comply with General Work Requirements

employees who are aggrieved.

The worker may substitute collateral contacts as described in the Glossary under “Collateral Contacts” when documentary evidence cannot be obtained.

The household will not be denied access to the Program when the requested verification cannot be obtained due to the circumstances surrounding the quit. Examples of such situations are:

1. Resignation from employment ~~as a result of~~ because of discriminatory practices or sexual harassment; ~~or~~
2. Resignation due to unreasonable demands by an employer; or
3. Being unable to locate the employer.

The case record will be thoroughly documented to reflect all efforts by the household and the ~~county-office~~ eligibility worker to obtain the needed verification.

SNAP 3405 Mandatory Employment and Training (E&T)

SNAP Manual ??/??/????

Participants not otherwise exempt from the General Work Requirements and the Requirement to Work, also known as Able-Bodied Adults Without Dependents (ABAWDs) are subject to the Employment and Training (E&T) program participation requirements. The agency must refer ABAWDs to E&T and explain how to access the E&T program as well as what will be expected for compliance.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401 Failure to Comply with General Work Requirements

~~How can someone comply with Mandatory E&T?~~

~~— Work with a SNAP E&T provider at orientation to find appropriate employment, education, or training activity opportunities.~~

~~1. Complete the activities every month.~~

~~Does every ABAWD have to comply with Mandatory E&T?~~

~~No, a participant will not have to comply with Mandatory E&T if they are:~~

- ~~• Temporarily laid off from employment (6 months or less)~~
- ~~• Lives more than thirty-five (35) miles from a job search or training center (this includes DHS county offices when virtual services are available)~~
- ~~• A domestic violence survivor~~

~~Mandatory participants are required to comply with SNAP E&T, or they face disqualification. DHS must provide good cause for mandatory E&T participants if there is not an available and appropriate E&T opening. This form of good cause is only for mandatory E&T and will not prevent a time-limited participant from accruing a countable month if they did not participate in another qualifying activity. Good cause information can be found in SNAP 3411.~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Mandatory Employment & Training (E&T)

3401.2 Verification of Voluntary Quit

Voluntary Quit Special Instructions for Mandatory E&T Non-

34015.314005. (See SNAP 3622 for more information).

3410 Sanctions

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The following sanctions will apply to ~~all work registration violations~~ individuals who fail to comply with General Work Requirements including voluntary quits and intentional work reductions:

First Violation: The individual who failed to comply without good cause will be disqualified from receiving SNAP benefits for one (1) month or until ~~they he or she~~ becomes exempt from the General Wwork registration Rrequirements.

Second Violation: The individual who failed to comply without good cause will be disqualified for six (6) months or until ~~he or she~~ they becomes exempt from the General Wwork registration Rrequirements.

Third Violation: The individual who failed to comply without good cause will be disqualified for twelve (12) months or until ~~he or she~~ they becomes exempt from the General Wwork registration Rrequirements.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401.2 Verification of Voluntary Quit

Voluntary Quit Special Instructions for Mandatory E&T Non-

The household's benefits may not increase as the result of a disqualification for failure to comply with General Work Requirements. ~~a work registration violation.~~ See SNAP 1623.2 SNAP 1623.2 for instructions on calculating a budget when there is a

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401.2 Verification of Voluntary Quit

Voluntary Quit Special Instructions for Mandatory E&T Non-

disqualified member. If all members are disqualified or if after sanctions are applied the household's income exceeds the maximum allowed for the eligible household members, the case will close.

Mark-UP

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401.2 Verification of Voluntary Quit

Voluntary Quit Special Instructions for Mandatory E&T Non-

3411 Good Cause

SNAP Manual 11/01/02 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

It is not possible to enumerate each individual situation that should or should not be considered good cause for failure to comply with General Work Requirements ~~a work registration violation~~. For this reason, the eligibility worker should consider all facts and circumstances including information provided by both the household and the employer when determining good cause. All facts and circumstances, including information submitted by the individual ~~registrant~~ involved and the employer, will be considered in determining good cause.

Good cause includes circumstances beyond the household member's control. Examples of good cause include but are not limited to:

- A household emergency (this could include house fire, disaster or hospitalization of a household member that requires the individual to care for them. These are only examples and not an exhaustive list.)
- Illness
-
- Lack The unavailability of transportation
- Lack of adequate childcare for children between six (6) years of age and twelve (12) years of age
- When agency determines that there is not an appropriate and available opening with the E&T program to accommodate the individual

• n,

• Lack of adequate child care ~~childcare~~ for children between six years of age and twelve years of age, or

~~Unsuitable employment.~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401.2 Verification of Voluntary Quit

Voluntary Quit Special Instructions for Mandatory E&T Non-

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3411 Good Cause

Under no circumstances will ~~an individual subject to the General Work Requirement~~ ~~work registrant~~ be required to accept or be penalized for failure to accept or continue employment that is determined unsuitable. The case record must contain documentation of the reason the employment was determined unsuitable.

Employment will be considered unsuitable if:

~~2.1.~~ The wages are less than the highest of:

- ~~-•~~ The applicable Federal minimum wage; or
- ~~-•~~ The applicable State minimum wage; or
- ~~-•~~ Eighty percent (80%) of the Federal minimum wage if neither the Federal nor State minimum wage is applicable.

~~1.2.~~ The employment offered is on a piece-rate basis and the hourly yield the employee can reasonably be expected to earn is less than the applicable hourly wages specified above.

~~2.~~ The ~~individual~~ ~~registrant~~, either to be hired or to continue employment, is required to join, resign from, or refrain from joining any legitimate labor organization.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3411 Good Cause

3. This applies to situations where the prospective employer specifically prohibits membership, and also to situations where the individual~~the registrant~~ will not be able to retain his union membership if a nonunion job is accepted. A union member can be required to accept full-time, nonunion employment if ~~he or she~~they will not be dropped from the union rolls as a result or if ~~he or she~~they voluntarily drop their ~~his or her~~ union membership.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3411 Good Cause

4. The employment offer is located at a site subject to a strike or a lockout at the time of the offer. This does not apply when the strike has been enjoined under S208 of the Labor Management Relations Act (29 U.S.C. 78, commonly known as the Taft Hartly Act), or when an injunction has been issued under Section 10 of the Railway Labor Act (45 U.S.C. 160).

Any other employment offered to a particular registrant will be considered suitable unless an individual - registrant can demonstrate, or the local office otherwise becomes aware that:

- The degree of risk to health and safety is unreasonable;
- The individual registrant is physically or mentally incapacitated (as established by documentary medical evidence or other documented and reliable information) to perform the employment;
- Employment offered within the first thirty (30) days of registration is not in the individual's registrant's major field of experience employment;
-
- The working hours or nature of employment interferes with the member's religious observances, convictions, or beliefs — for example e.g. a Sabbatarian could refuse to work on the Sabbath; or
-

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3411 Good Cause

Voluntary Quit Applying Sanctions

- The distance between the individual's registrant's residence and the place of employment is unreasonable considering the expected wage and the time and cost of commuting. In any case, employment will not be considered suitable if daily commuting time exceeds two hours per day not including the transportation of a child to and from a childcare facility. Employment is also considered unsuitable if the distance from the individual's registrant's residence is not within reasonable walking distance and neither public nor private transportation is available.

When evaluating a voluntary quit, good cause may also be:

1. Acceptance of any bona fide offer of employment that subsequently fails to materialize-
2. Resignation of a household member when another household member accepts an offer of employment resulting in a need for the household to relocate-
3. Enrollment at least halftime in any recognized school, training program, or institution of higher education-
4. Any resignation recognized by the employer as retirement-
- 5.—Discrimination by the employer based on age, race, sex, color, handicap, religious beliefs, national origin, or political beliefs-
5. —
- 6.—Work demands or conditions that render continued employment unreasonable such as, but not limited to, working without being paid on schedule-
6. —
- 6.—Employment that becomes unsuitable, as defined above, after the acceptance of such employment-

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3411 Good Cause

Voluntary Quit Applying Sanctions

7.

—Leaving a job in connection with a pattern of employment where a worker frequently moves from one employer to another — for example e.g., migrant farm labor or construction work.

8.

6.

There will be situations not specifically mentioned where the worker feels that there was good cause for a voluntary quit. In such situations the county office will seek a policy interpretation through the normal chain of command. All such situations will be documented in the case record.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3411 Good Cause

Voluntary Qui Applying Sanctionst

3412 Applying Sanctions

SNAP Manual 1/01/99 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

As soon as the agency learns of an individual's non-compliance, steps must be taken to determine whether the individual is still subject to General Work Requirements and whether good cause exists for the non-compliance. See SNAP 3411 for more information on good cause. If good cause exists, document the good cause in the case record and take no additional action.

If it is determined that the non-compliance was without good cause, follow instructions in SNAP 3420 AND 3430.

When an eligible household member fails to comply with a work registration requirement while the household was participating in SNAP, the eligibility worker will complete the following steps.

~~**Step 1:** Determine if the household member is still subject to the work registration requirements. Use SNAP 3200 – 3300. If no, document in the case record.~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3412 Applying Sanctions

Voluntary Quit Applying Sanctions

Document any verification obtained if verification of the exemption is necessary. Take no additional action. No sanction will be applied. If yes, go to Step 2.

Step 2: Determine if the member had good cause for failure to comply. If yes, document the good cause in the case record. Take no additional action. No sanction will be applied. If no, then good cause exists. See SNAP 1623.2.

3413 Applying Sanctions at Voluntary Quit or Reduction of Work Hours

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Whenever a loss of earned income is reported at initial application, renewal ~~reapplication~~, or as on a reported change, ~~or on a semi-annual report the~~ the worker must determine if sanctions are to be applied. Sanctions may be applicable when a household member voluntarily quits a job within thirty (30) days of the date of application or at any time while the individual is participating in the program.



NOTE: A federal, state or local government employee dismissed from a job as the result of a strike is considered to have voluntarily quit the job without good cause. Sanctions may be applicable when a household member voluntarily reduces ~~his or her~~ their work effort to less than thirty (30) hours per week or one hundred twenty hours (120) hours per month.

Sanctions are also applicable when a voluntary quit or voluntary reduction in work hours occurs but is not reported in a timely fashion. This includes, but is not limited to the following instances:

- A voluntary quit or reduction in work hours occurs thirty (30) days or less before the date of application, is not reported at application and is discovered after application approval.
- A voluntary quit or reduction in work hours occurs after the date of the initial application interview and is reported after the approval notice is issued.
- A voluntary quit or reduction in work hours occurs while the household is participating but is not reported ~~in a timely fashion.~~

The following steps must be completed to determine if a voluntary quit has occurred ~~and if whether~~ a sanction should be applied.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3412 Applying Sanctions

Voluntary Qui Applying Sanctions

Step 1: Determine if the employment involved thirty (30) hours or more per week (one hundred twenty hours (120) hours per month) or provided weekly earnings equivalent to the Federal minimum wage multiplied by thirty (30) hours. If yes, go to step 2. If no, the household will not be sanctioned.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3412 Applying Sanctions

Step 2: Determine if the member who quits is between sixteen (16) years of age and sixty (60) ~~sixty-four-six (6406)~~ years of age. If this member is less than sixteen (16) years of age or sixty (60) ~~sixty-five-six (6506)~~ years of

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3412 Applying Sanctions

age or older, a sanction will not be applied. If this member is between sixteen ~~(16)~~ years of age and fifty-nine ~~(59)~~ years of age sixty-four-six ~~(6406)~~ years of age, go to step 3.

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3412 Applying Sanctions

Step 3: Determine if the member who quit or reduced work hours is subject to the General Work Requirements~~work registration requirements (see SNAP 3200-3290)~~SNAP 3200-3290. If this member was exempt from the requirements at the time the quit occurred (excluding the exemption for employment) or is presently exempt, no sanction will be applied. If the member who ~~quit~~quits is subject to ~~work registration~~the General Work Requirements, go to step 4.

Step 4: Determine if the quit or reduction in hours was for good cause (see SNAP 3411)~~Use SNAP 3411~~. If yes, the member will not be sanctioned. If no, the member will be sanctioned. See SNAP 3420~~SNAP 3420~~ for the applicable sanction.

The sanction will apply only to the individual or individuals who failed or refused to comply with the General Work Requirement. The SNAP case will close if all individuals are sanctioned. The household's budget must be recalculated when a sanction is applied to an individual household member.

~~**The sanction will apply only to the individual or individuals who failed or refused to comply. Only if all individuals are sanctioned will the worker close the household's SNAP case. The worker will only close the household's SNAP case if all individuals are sanctioned. To sanction an individual household member, the worker must recalculate the household's budget as instructed in SNAP 1623.2.**~~

3414 Applying Sanctions for Failure to Comply with Arkansas Workforce Connections (AWC) DWS

SNAP Manual 06/01/05 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

 **NOTE:** This policy will not apply in situations where AWC DWS benefits are denied or suspended ~~and~~ because a household member's employment was terminated by the employer. This policy will apply when a household member has failed or refused to meet an AWC DWS requirement such as, but not limited to, failure to complete the mandatory job search.

When a worker becomes aware that entitlement to unemployment ~~checks~~benefits ~~hasve~~ been denied or terminated or that Transitional Employment Assistance ~~TEA cash assistance~~ has been reduced or terminated, the following steps will be taken:

Step 1: Determine if the member was exempt solely due to receipt of unemployment benefits or ~~TEA cash assistance~~Transitional Employment Assistance. If the member is otherwise exempt from the ~~work registration requirements~~General Work Requirements, no action will be taken. (For example, a member responsible for the care of a dependent child ~~and four~~ (4) years of age fails to comply with a ~~TEA~~Transitional Employment Assistance work requirement. Since the member is exempt under the dependent care provisions, no sanction will be applied to the SNAP household.) If not, go to step 2.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3414 Voluntary Quit

Voluntary Quit Applying Sanctions for Failure to Comply with DWSt

Step 2: If the member was exempt solely due to receipt of unemployment benefits or TEA cash assistance ~~Transitional Employment Assistance~~, determine if the registrant had good cause for failure to comply with the General Work Requirement. (See SNAP 3411 ~~SNAP 3411~~ for an explanation of good cause.) If the member had good cause for failure to comply, no action will be taken. If not, go to Step 3.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3414 Applying Sanctions for Failure to Comply with AWC

Voluntary Qui Applying Sanctions for Failure to Comply with DWSt

Step 3: If the member did not have good cause, sanction the member. See SNAP 1623.2. ~~SNAP 1623.2.~~

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3414 Applying Sanctions for Failure to Comply with AWC

Voluntary Qui Applying Sanctions for Failure to Comply with DWSt

3420 When to Impose a Sanction

SNAP Manual 10/01/03 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At application, the sanction will be imposed effective with the month of application regardless of whether the application is approved or denied. For a participating household, a Notice of Adverse Action Notice of Action (DCO-0001) must be _

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3414 Applying Sanctions for Failure to Comply with AWC

Voluntary Qui Applying Sanctions for Failure to Comply with DWSt

issued to the household at least ten (10) days prior to the imposition of a sanction (see SNAP 3430), giving the household adequate notice of an adverse action. -- See SNAP 3430. Unless the household is in the last month of certification

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3414 Applying Sanctions for Failure to Comply with AWC

Voluntary Quit Applying Sanctions for Failure to Comply with DWSt

and has not been recertified, the sanction will be imposed beginning the month following the month in which the ~~Notice of Adverse Action~~ ten (10) day notice period expires.

EXAMPLE: ~~EXAMPLE: A~~ — A household is certified ~~for~~ from July through December. On August 16th, the eligibility worker becomes aware of a voluntary quit. On August 23rd, the worker takes action to apply the sanction by determining the reduced benefit amount and sending the advanced ten (10) day notice to the household. The notice expires on September 2nd. ~~authorizes a budget with a sanction for the household member who violated the General Work Requirement. Ten (10) days from this authorization date is issues a ten-day advance~~ Notice of Adverse Action expiring on September 2nd. ~~The system will begin~~ The disqualification period will begin in will be October, November and December, as October is the month following the month in which the ten (10) day notice period expired.

If a household is subject to semi-annual reporting (SR), and is in the sixth month of the certification period, the sanction will be imposed beginning the following month if possible. If the semi-annual report has been received but not processed when the worker learns of the noncompliance, the semi-annual report will not be processed until the ten-day period has lapsed. If the semi-annual report has already been processed, an advance notice of adverse action must be issued. The sanction will be imposed beginning the month following the month in which the notice of adverse action expired.

If the household is in the last month of certification and an application for renewal ~~recertification~~ has not been approved, the sanction will be imposed ~~for beginning~~ the first month of the certification period. This is true even when the household has not submitted an application for ~~recertification~~ renewal.

EXAMPLE:

EXAMPLE: — A household is certified for July and August. On August 28th, the worker becomes aware of a voluntary quit. On August 31st, the worker approves the household's application for ~~recertification~~ renewal, but ~~renewal but~~ disqualifies the noncompliant member ~~for the months of September, October and November~~ starting in September. A manually issued Notice of Action (DCO-0001) is ~~used~~ sent so the household may be advised of the disqualification.

A notice must be issued to the household within ten (10) days of establishing that any participating household member did not comply with the requirements for Employment and Training (E&T). A Notice of Action (DCO-0001) must be sent when the agency becomes aware of the noncompliance with SNAP work requirements, even if the disqualification begins after the certification period has ended and the household has not renewed their benefits.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3414 Applying Sanctions for Failure to Comply with AWC

Voluntary Qui Applying Sanctions for Failure to Comply with DWSt

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3420 When to Impose a Sanction

Voluntary Quit Avoiding or Ending a Sanction

3430 Notices for General Work Requirement Non-Compliance

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A notice must be issued to the household within ten (10) days of establishing that any participating household member failed or refused to comply with a General Work registration Requirement without good cause.

The notice must be sent at least ten (10) days before the effective date of the imposition of the sanction unless the household is in the last month of certification. If the household is in the last month of certification, the timing of the notice will depend on the case's status.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3430 Notices for General Work Requirement Non-Compliance

Voluntary Quit Avoiding or Ending a Sanction

If the household has submitted an application for renewal ~~recertification~~ that has already been approved, a Notice of Action (DCO-0001) must be issued to the household at least ten (10) days prior to the imposition of a sanction, giving the household adequate notice of an adverse action. ~~a ten-day advance Notice of Adverse Action must be sent.~~ If the household has submitted an application for ~~recertification~~ renewal that has not yet been approved, the sanction will be imposed before action is taken on the ~~application~~ renewal and a Notice of Action (DCO-0001) ~~manually will be~~ issued to explain the effects of the sanction.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3430 Notices for General Work Requirement Non-Compliance

Voluntary Quit Avoiding or Ending a Sanction

Even if no application renewal has been submitted, a Notice of Action (DCO-0001) must be issued to the household to explain the sanction period and the effects of the sanction-

If the household is composed entirely of noncompliant members, the notice will specify:

1. That the entire household is being sanctioned and the household's case is being closed;
2. Why the household is being sanctioned

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3430 Notices for General Work Requirement Non-Compliance

Voluntary Quit Avoiding or Ending a Sanction

~~2.;~~

~~3. When the sanction will be imposed;~~

~~3.~~

~~4. The months to be included in the sanction; and~~

~~5. Any action which the household may take to avoid the sanction (See SNAP 3411); and (See SNAP 3441.)~~

~~5.6. The right to a fair hearing.~~

If only the individual who failed to comply is to be sanctioned, the notice will specify:

1. That only one member is being sanctioned;

2. Why this member is being sanctioned;

~~4.3. How this sanction will affect the household's SNAP benefit amount (See SNAP 1623.2 SNAP 1623.2);~~

~~5.4. When the sanction will be imposed;~~

~~6. The months to be included in the sanction; and~~

~~5.~~

~~6. Any actions which the member may take to avoid the sanction; and~~

~~7. The right to a fair hearing.~~

3440 Avoiding or Ending a Sanction

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A disqualification due to failure to comply with a General Work registration Requirement may be avoided or ended if the individual becomes exempt from work registration. ~~A list of actions that cause~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3430 Notices for General Work Requirement Non-Compliance

Voluntary Quit Avoiding or Ending a Sanction

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3430 Notices for General Work Requirement Non-Compliance

Voluntary Quit Avoiding or Ending a Sanction

~~disqualification is shown below. Also shown is the action which the individual may take to avoid the disqualification.~~

3441 Ending a Sanction When Household Composition Changes

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

See SNAP 3410 SNAP 3520 for an explanation of the sanctions imposed for failure to comply with General Work Requirements ~~a work registration violation.~~

If a sanctioned member leaves a household, the member's income and/or resources will be dropped from the original household's SNAP budget. The member who refused or failed to comply continues to be sanctioned. If ~~he or she joins~~ they join another household, ~~they he or she will remain~~ continue to be sanctioned for any months remaining in the original sanction period. See SNAP 16223.22 SNAP 1622.2 for instructions on handling the income and resources of ineligible household members.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3430 Notices for General Work Requirement Non-Compliance

Voluntary Quit Avoiding or Ending a Sanction

3442 Reestablishing Eligibility

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

After the sanction has ended, eligibility for a one (1) person household may be re-established with a new

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3440 Avoiding or Ending a Sanction

Voluntary QuitAvoiding or Ending a Sanction

application. By reporting a change with an open SNAP case, Aa sanctioned household member may be permitted to resume participation effective the month following the last month of the sanction if otherwise eligible. A sanctioned individual may be permitted to resume participation during the sanctioned period (if otherwise eligible) by becoming exempt from the General Wwork Rrequirements.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3440 Avoiding or Ending a Sanction

Voluntary Quit Avoiding or Ending a Sanction

At the beginning of the last month of the sanction, the worker will issue a DCO-1 to the household. The household will be advised to contact the worker to clarify the sanctioned member's current status and/or to be work registered before the member can be re-added. If the requested information is not provided by the last day of the last month of the sanctioned period, the member will not be re-added. The worker will shorten the household's certification period as instructed in SNAP 11430. SNAP 11341.

3500 The SNAP Requirement to Work (RTW)

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

SNAP participants who do not meet an exemption to the General Work Requirements are considered to be subject to the SNAP Requirement to Work (RTW) and are referred to as Able-Bodied Adults Without Dependents (ABAWDs). ABAWDs must meet all the general SNAP work and eligibility requirements as well as additional requirements to continue receiving SNAP benefits beyond a three (3) month time limit.

 **NOTE:** The Requirement to Work is an **additional** work requirement that is separate from the General Work Requirements, which include the following: registering for work, participating in SNAP E&T to the extent assigned, accepting suitable offers of employment, and avoiding voluntarily quitting a job or reducing work hours below thirty (30) hours per week (or one hundred twenty hours (120) per month) without good cause. See SNAP 3412 for applying sanctions if a SNAP participant fails to comply with these requirements. However, no SNAP participant who is exempt from the General Work Requirements as listed in SNAP 3100 will be subject to the Requirement to Work.

Unless exempt from the RTW, discussed in SNAP 3502, Able Bodied Adults Without Dependents (ABAWDs), or able-bodied adults, are ineligible to receive SNAP benefits if, during a designated three-year period, they received SNAP benefits for at least three (3) months (consecutively or otherwise) while they did not:

- Work at least twenty (20) hours per week (or an average of eighty (80) hours a month). Work can be for pay, for goods or services (for something other than money), unpaid, or as a volunteer; or
 - This can be verified with the Volunteer Agreement Form (DCO-0261).
- Participate in and comply with a Workforce Innovation and Opportunities Act (WIOA) Program (see Note 1 below); or-
- Participate in a SNAP Employment and Training (E&T) Program twenty (20) hours per week (or an average of eighty (80) hours a month unless the individual is assigned to Work Experience (see Note 2 below); Participate in an Employment and Training Program for Veterans that is operated by Department of Labor or Department of Veterans Affairs; or
- Participate in an Employment and Training Program, other than a job search or job search training program, operated or supervised by the State or political subdivision of the State that meets standards approved by the Governor. The program may contain job search or job search training as a subsidiary component as long as such component is less than half the requirement; or

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3500 The SNAP Requirement to Work (RTW)

- Participate in and comply with a Workfare Program (see Note 2 below); or
- Participate at least half-time (as defined by the program) in a recognized refugee training program approved, funded, or operated by the Office of Refugee Resettlement (ORR) under

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3500 The SNAP Requirement to Work (RTW)

- sSection 236 of the Trade Adjustment Act of 1974.

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3500 The SNAP Requirement to Work (RTW)

NOTE 1: WIOA is a qualifying component for an Able-Bodied Adult, therefore if the individual is participating in any WIOA component, they are considered to meet the RTW.

NOTE 2: For E&T Work Experience and Workfare Programs, the household's obligation of work hours required to meet the RTW will be calculated by dividing the household's authorized monthly SNAP benefit amount (before recoupment) by the current state or federal minimum wage, whichever is greater. Fractions are rounded down.

An individual who is self-employed and works at this enterprise for an average of eighty (80) hours per month or more, meets the RTW. There is no requirement that the self-employment enterprise show a profit. The decision of whether an individual is self-employed will be made on a case-by-case basis. See SNAP 5600 for general explanation of what a self-employment enterprise is. When an individual declares that they are self-employed but maintains no records of their income and expense, the eligibility worker may ask for some type of collateral verification. These verifications could include collateral contact, *Odd Job Income Expense Record* (DCO-0096) or Schedule C. For example, if an individual claims to be self-employed collecting and selling cans, the household may be asked to furnish a collateral contact from the company or person who buys the cans.

The definition for working to meet RTW means:

- Work in exchange for money
- _____
- Work in exchange for foods or services
- Unpaid work; or
- Any combination of the above.

An individual who receives in-kind benefits for work is considered to be compensated.

EXAMPLE:—An individual works twenty (20) hours each week in a coin laundry. In return, the e-individual is allowed to live in an apartment above the laundry free of charge. This person meets RTW.

Anyone who is currently employed by a company or an individual and who works at least eighty (80) hours per month has complied with RTW. For individuals subject to the time limit who are fulfilling the work requirement by working, by combining work and participation in a work program, or by participating in a work program that is not operated or supervised by the State, the individual's work hours must be verified. The eligibility worker must also verify the number of countable months that were used in another state if there is evidence that the individual participated in SNAP in the other state. The State Agency may use information received from the other state as verified information.

~~Unless exempt, Able Bodied Adults Without Dependents, or able bodied adults, are ineligible to receive SNAP benefits if, during a designated 3 year three period, they received SNAP benefits for at least three (3) months (consecutive or otherwise) while they did not:~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3500 The SNAP Requirement to Work (RTW)

- ~~Work at least twenty (20) hours per week (or an average of eighty (80) hours a month); or~~
- ~~Participate in and comply with a Workforce Investment Innovation and Opportunities Act (WIOA) Program (see Note 1 below); or~~
- ~~Participate in a SNAP Employment and Training (E&T) Program twenty (20) hours per week (or an average of eighty (80) hours a month unless the individual is assigned to Work Experience (see Note 2 below); or~~
- ~~Participate in an Employment and Training Program for Veterans that is operated by Department of Labor or Department of Veterans Affairs. Participate in an Employment and Training Program, other than a job search or job search training program, operated or supervised by the State or political subdivision of the State that meets standards approved by the Governor. The program may contain job search or job search training as a subsidiary component as long as such component is less than half the requirement; or~~
- ~~Participate in and comply with a Workfare Program (see Note 2 below); or~~
- ~~—~~
- ~~Participate at least half time (as defined by the program) in a recognized refugee training program approved, funded, or operated by the Office of Refugee Resettlement (ORR) under section 236 of the Trade Adjustment Act of 1974.~~

• ~~—~~

~~1~~ **NOTE 1:** WIOA is a qualifying component for an Able-Bodied Adult, therefore if the individual is participating in any WIOA component, he or she is considered to meet the RTW.

~~1~~ **NOTE 2:** For E&T Work Experience and Workfare Programs, the household's obligation of work hours required to meet the RTW will be calculated by dividing the household's authorized monthly SNAP benefit amount (before recoupment) by the current state or federal minimum wage, whichever is greater. Fractions are rounded down.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3500 The SNAP Requirement to Work (RTW)

EXAMPLE: The household receives \$194 monthly SNAP benefits.

$$194 \div \$8.50(\text{2017 State Minimum Wage}) = 22.82$$

The individual needs 23 hours ~~per month~~ to meet the RTW rather than 80.

An individual who is self-employed and actually works at this enterprise for an average of eighty (80) hours per month or more, meets the RTW. There is no requirement that the self-employment

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3501 Waivers

enterprise show a profit. The decision of whether an individual is self-employed will be made on a case-by-case basis. See SNAP 5516 for general explanation of what a self-employment enterprise is. When an individual declares that they are he or she is self-employed but maintains no records of their his or her income and expense, the eligibility worker may ask for some type of collateral verification. These verifications could include collateral contact, Odd Job Income/Expense Record (DCO 96) or Schedule C. For example, if an individual claims to be self-employed collecting and selling cans, the household may be asked to furnish a collateral contact from the company or person who buys the cans.

The definition for working in order to meet RTW means:

- Work in exchange for money or
- Work in exchange for foods or services or
- Unpaid work or, verified under the standards established by the State agency and or
- Any combination of the above.

An individual who is employed by a company or another individual must be compensated although there is no minimum wage amount the individual must earn. An individual who receives in-kind benefits for work is considered to be compensated.

EXAMPLE: An individual works twenty (20) hours each week in a coin laundry. In return, the individual is allowed to live in an apartment above the laundry free of charge. This person meets RTW. An individual works 20 hours each week in a coin laundry. In return, the individual is allowed to live in an apartment above the laundry free of charge. This person meets the RTW.

Anyone who is currently employed by a company or an individual and who annually works at least eighty (80) hours per month has complied with RTW. This includes people whose work is seasonal, those who cannot work due to extended periods of bad weather and school employees who do not work in the summer or other periods of school vacation.

For individuals subject to the time limit who are fulfilling the work requirement by working, by combining work and participation in a work program, or by participating in a work program, that is not operated or supervised by the State, the individual's work hours must be verified. The eligibility worker must also verify the number of countable months that were used in another sState if there is evidence that the individual participated in SNAP in the other state. The State Agency may use information received from the other state as verified information.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3501 Waivers

3501 Waivers

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The State of Arkansas is currently not under a waiver and RTW applies as of January 1, 2016. The U.S. Department of Agriculture, Food and Nutrition Service, may grant permission for ~~the~~ states to waive the SNAP (RTW) in certain areas where the current unemployment rate is higher than ~~ten~~ 10 percent (10%).

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3501 Waivers

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3501 Waivers

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502 RTW Exemptions

3502 RTW Exemptions

SNAP Manual

01/01/2024

3502.1 Exemptions from RTW

SNAP Manual

The following individuals are exempt from the RTW:

1. Anyone ~~seventeen (16)~~sixteen (17) years of age or younger.
2. Anyone ~~fifty-six (52)~~sixty-five (65) years of age or older.
3. Anyone Medically certified as physically or mentally ~~incapacitated~~unfit for employment. This includes any individual who:
 - ~~Meets the definition of an individual living with a disability; or~~
 - ~~Receives services through Arkansas Rehabilitative Services; or~~
 - ~~Receives Worker's Compensation or sick pay benefits; or~~
 - ~~Found to be disabled through a decision of the Medical Review Team (MRT); or~~
 - Provides a statement from a physician, licensed psychologist or other licensed healthcare provider indicating the cause of the disability and anticipated duration of the disability. A statement that does not provide the anticipated duration of disability may be accepted but will be valid for no longer than ~~four~~ six (6) months.
 - The incapacitation may be obvious and would not require verification or certification.
4. An individual has responsibility for a dependent child under ~~eighteen (18)~~ fourteen (14) years of age who resides ~~residing in the SNAP household. If there is a dependent child under eighteen (18) fourteen (14) years of age residing in the SNAP household with the able-bodied adult,~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502 RTW Exemptions

~~the~~The able-bodied adult must be responsible for or have parental control of this dependent child to receive this exception ~~n-all adults are exempt regardless of .~~ ~~Prelationship.~~

5. Anyone who is pregnant. This exemption covers all trimesters of pregnancy. ~~If the pregnancy is not obvious, verification may be requested from a medical professional such as a physician, a certified nurse midwife or an employee of the Health Department.~~

- ~~Homeless Individuals.~~ ~~An Indian or an Urban Indian (as per PL 119-21 signed into law July law July 4, 2025).~~ Acceptable verifications include Tribal Enrollment/Membership card, Certificate of Degree of Indian Blood (CDIB), Letter from the US Department of Health and Human Services, Letter from Tribe, or other acceptable information. }

6.

- ~~Indian is defined as any person who is a member of an Indian tribe.~~ ~~Per the Indian Health Care Improvement Act – 25 US Code Chapter 18 – Indian is defined as “any person who is a member of an Indian tribe. Such terms shall mean any individual who, irrespective of whether they live on or near a reservation, is a member of a tribe, band, or other organized group of Indians, including those tribes, bands, or groups terminated since 1940 and those recognized now or in the future by the State in which they reside, or who is a descendant, in the first or second degree, of any such member, or is an Eskimo or Aleut or other Alaska Native, or is considered by the Secretary of the Interior to be an Indian for any purpose, or is determined to be an Indian under regulations promulgated by the Secretary.”~~
 - ~~An Indian Tribe is defined as “any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or group or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688) [43 U.S.C. 1601 et seq.], which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.”~~
- ~~Urban Indian is defined as “any individual who resides in an urban center, which is any~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502 RTW Exemptions

- community which has a sufficient urban Indian population with unmet health needs to warrant assistance under Subchapter IV, as determined by the Secretary, and who meets one (1) or more of these four (4) criteria:
 - IrrespectiveRegardless of whether they live on or near a reservation, is a member of a tribe, band, or other organized group of Indians, including those tribes, bands or groups -

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502 RTW Exemptions

- terminated since 1940 and those recognized now or in the future by the State in which they reside, or who is a descendant, in the first (1st) or second (2nd) degree, of any such member; or
- Is an Eskimo or Aleut or other Alaska Native; or
- Is ~~considered~~ determined to be an Indian for any purpose under regulations promulgated by the Secretary of the Interior; or ~~by the Secretary of the Interior to be an Indian for any purpose; or~~
- Is determined to be an Indian under regulations promulgated by the Secretary of Health and Human Services

6.—

7.—

—

8. ~~A Veteran is— an individual who served in any branch of the military for any length of time with any type of discharge status. A California Indian is an individual who is (as per PL 119-21 signed into law July 4, 2025.) described in section 809 (a) of the Indian Health Care Improvement Act.~~

7.—

- A member of a federally recognized Indian Tribe
- Are a descendant of an Indian who was residing in California on June 1, 1852, if such descendant; “California Indian” is defined by the Indian Health Care Improvement Act as any Indian who is a member of a federally recognized Indian Tribe, any descendant of an Indian who was residing in California on June 1, 1852 if such descendant is a member of the Indian community served by a local program of the Service and is regarded as an Indian by which the descendant lives, any Indian who holds trust interests in public domain, national forests, or reservation allotments in California, and any Indian of California who is listed on the plans for distribution of assets of rancherias and reservation located within the State of California under the Act of August 18, 1958 (72 Stat. 619), and any descendant of such an Indian.
 - Is a member of the Indian community served by a local program of the Indian Health Service; and
 - Is regarded as an Indian by the community in which such descendant lives
 - Are an Indian who holds trust interest in public domain, national forest, or reservation allotments in California; or
 - Are an Indian of California who is listed on the plans for distribution of the assets of rancherias and reservations located within the State of California under the Act of Augst 18, 1958, and any descendant of such an Indian.

9.—

10. ~~Individuals who are twenty-four (24) years of age or younger and who aged out of foster care or younger and were in foster care in any state on their eighteenth (18th) birthday under the responsibility of a state.~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502 RTW Exemptions

8. Is otherwise exempt from work registration as outlined at SNAP 3200. Individuals sixty (60) to sixty-four (64) years of age must qualify for an exemption that is not based on age to be exempt from the Requirement to Work.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.1 Discretionary Exemptions

3502.12 Discretionary Exemptions

SNAP Manual 01/01/2024 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

FNS provides for each State Agency an allotted number of discretionary exemptions equal to a percentage eight percent (8%) of the State's SNAP participation caseload. The State Agency may use these exemptions to extend SNAP eligibility to individuals who are no longer eligible to participate in SNAP due to the three (3) month Able-Bodied Adult RTW time limit. Discretionary exemptions are granted to one able-bodied adult for one (1) month. The decision to exempt an individual from RTW must be documented in the case record. Discretionary exemptions allow certain individuals an opportunity to establish or to re-establish themselves into the community, and may be assigned to the following groups:

- Individuals who are currently in Foster Care
- Individuals who are in Domestic Violence Shelters.

Individuals who are currently in Foster Care or Domestic Violence Shelters may be exempt from the RTW until they exit Foster Care or the Domestic Violence Shelter.

Discretionary exemptions are granted to one able-bodied adult for one (1) month. The decision to exempt an individual from RTW must be documented in the case record.

The Division of County Operations (DCO) is required to track and report the number of discretionary exemptions used each quarter via the FNS-583 form. The report must include the total number of exemptions used and the name of the individual that was granted the exemption. Discretionary exemptions do not expire and any unused exemptions from the previous fiscal year can carry over from year to year.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.1 Discretionary Exemptions

3502.3 Assignment of Discretionary Exemptions

SNAP Manual 01/01/2024

Section deleted and merged with SNAP 3502.1. Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.1 Discretionary Exemptions

Discretionary exemptions allow certain individuals an opportunity to establish or to re- establish themselves into the community, Discretionary Exemptions and may be assigned to the following groups:

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.1 Discretionary Exemptions

- Individuals who are currently in Foster Care
- Individuals who are in Domestic Violence Shelters.

Individuals who are currently in Foster Care or Domestic Violence Shelters may be exempt from the RTW until they exit Foster Care or the Domestic Violence Shelter.

3503 ~~Able-Bodied Adult Work Requirements~~ and SNAP Work Requirement

SNAP Manual 01/01/17

~~SECTION DELETED AND MERGED WITH SNAP 3500~~Section deleted and merged with SNAP 3500Effective upon approval by Arkansas Legislative Council Executive Subcommittee

~~SNAP participants who are not specifically exempted by law are subject to work requirements as a condition of eligibility. Able Bbodied AadultsWD are a subset of this population and must meet additional requirements in order to continue receiving SNAP benefits beyond the 3-month time limit. Able bodied adults must meet all the general SNAP work requirements (such aslike registering for workM and not voluntarily quitting a job) as well as the additional requirements for able bodied adults. The table following compares general SNAP work requirements to the additional responsibilities placed only on able bodied adult participants.~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.1 Discretionary Exemptions

Rules SNAP Participants are subject to:	Requirement Exemptions:
<u>The Work Registration Requirements nor the Requirement to Work apply to participants who are:</u>	Under sixteen (16) years of age or sixty (60) years of age or older Physically or mentally disabled Complying with other work requirements of another program (TANF or unemployment compensation) Sixteen (16) years of age to seventeen (17) years of age, and living at home and attending school/training program at least half time Responsible for a child under six (6) years of age Receiving TEA Cash Assistance Caring for an incapacitated individual Receiving or having applied for Unemployment benefits Already working more than thirty (30) hours per week; OR receiving weekly wages at least equal to the Federal minimum wage multiplied by thirty (30) hours Participating in a drug or alcohol rehab program Students enrolled at least half time
<u>SNAP participants who meet the following criteria are exempt from the Requirement to Work but are subject to Work Registration requirements:</u>	Exempt from General SNAP Work Requirements Seventeen (17) Sixteen (16) years of age or younger or fifty five (55) Sixty six (66) years of age or older Living in a household with a child seventeen (17) fourteen (14) years of age or younger Pregnant Homeless Veteran Twenty four (24) years of age or younger and were in foster care in any state on their eighteenth (18th) birthday Indians (as per PL 119-21) Urban Indians (as per PL 119-21) California Indians as these terms are defined by the Indian Health Care Improvement Act (as per PL 119-21)

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.1 Discretionary Exemptions

<u>SNAP participants that do not meet any exemptions listed above are subject to both Work Registration requirements and the Requirement to Work. When subject to the Requirement to Work, SNAP participants are subject to Time Limit Rules, meaning they can only receive three (3) months of SNAP benefits in a thirty-six (36) month period unless fulfilling the Requirement to Work by doing one or a combination of the following:</u>	<u>Working an average of twenty (20) hours per week or an average of eighty (80) hours per month</u>
	<u>Participating in SNAP E&T for twenty (20) hours per week or an average of eighty (80) hours per month</u>
	<u>Participating in a work program for twenty (20) hours per week or an average of eighty (80) hours per month</u>

~~NOTE: Work registration requirements include the following: registering for work, participating in SNAP E&T to the extent assigned, accepting suitable offers of employment, and avoiding voluntarily quitting a job or reducing work hours below thirty (30) hours per week without good cause. See SNAP 3412 for applying sanctions if a SNAP participant fails to comply with these requirements.~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.1 Discretionary Exemptions

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3503 Able-Bodied Adult Work Requirements – Voluntary Quit

<u>Neither the Work Registration requirement nor the RTW applies to SNAP participants who are:</u>	<u>Under the age of 16 or over</u> <u>the age of 60;</u> <u>Physically or mentally disabled;</u>	<u>Exempt from general SNAP work requirements;</u> <u>Age 17 or younger or age 55 or over;</u>
<u>Activities that meet the requirements are:</u>	<u>Complying with the work requirements of another program;</u> <u>Responsible for a child under the age of six;</u> <u>Already working more than 30 hours per week;</u> <u>Participating in a drug or alcohol rehab program;</u> <u>Students enrolled at least half time</u> <u>Register for work;</u> <u>Participate in a SNAP E & I program to the extent required (up to 120 hours);</u> <u>Participate in workfare if assigned;</u>	<u>Living in a household with a child aged 17 or younger;</u> <u>Physically or mentally incapacitated for employment;</u> <u>Pregnant; Veteran;</u> <u>Experiencing homelessness; Age 24 or younger and in foster care on their 18th birthday</u> <u>Working an average of 20 hrs./week (or an average of 80 hours per month);</u> <u>Participating in a work program for 20 hrs./week (or an average of 80 hours per month);</u>
	<u>Accept suitable employment if offered; and</u>	<u>Combination of working and</u>
	<u>Do not voluntarily quit a job of 30 or more hours a week or</u> <u>reduce work effort to less than 30 hours per week</u>	<u>participating in a work program for 20 hrs./week (or an average of 80 hours per month); or</u> <u>Participating in a workfare program</u>
<u>The penalty for failure to comply with the</u>	<u>Ineligible for SNAP benefits</u> <u>anywhere from one month to</u>	<u>Ineligible for SNAP for the remainder of a 36-month</u>

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3503 Able-Bodied Adult Work Requirements – Voluntary Quit

<u>requirements is:</u>	<u>12 months depending on the number of occurrences (see SNAP 3410)</u>	<u>period after exhausting the 3-months of time-limited eligibility. Unless an exemption or work requirement is met.</u>
	General SNAP-Work-Requirements	Additional Able-Bodied Adult-Work-Requirements
The Work-Registration requirement or the RTW does not apply to SNAP participants who are:	Under the age of 16 or over the age of 60; Physically or mentally disabled; Complying with the work requirements of another program; Responsible for a child under the age of six; Already working more than 30 hours per week; Participating in a drug or alcohol rehab program; Students enrolled at least half time	Exempt from general SNAP work-requirements; Age 17 or younger or age-50 or over; Living in a household with a child aged 17 or younger; Physically or mentally incapacitated for employment; Pregnant
Activities that meet the requirements are:	Register for work; Participate in a SNAP E & T program to the extent required (up to 120 hours);	Working an average of 20 hrs./week (or an average of 80 hours per month); Participating in a work

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3503 Able-Bodied Adult Work Requirements – Voluntary Quit

Participate in workfare if assigned;	program for 20 hrs./week (or an average of 80 hours per month);
Accept suitable employment if offered; and	Combination of working and participating in a work
Do not voluntarily quit a job of 30 or more hours a week or reduce work effort to less than 30 hours per week	program for 20 hrs./week (or an average of 80 hours per month); or
	Participating in a workfare program
The penalty for failure to comply with the requirements is:	Ineligible for SNAP benefits anywhere from one month to 12 months depending on the number of occurrences (see SNAP 3410)
	Ineligible for SNAP for the remainder of a 36-month period after exhausting the 3-months of time-limited
	eligibility. Unless an exemption or work requirement is met.

3510 Establishing the RTW Three (3) Year Compliance Period

SNAP Manual 01/01/16

Section deleted and moved to SNAP 3511 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

NOTE: It is possible for an ABAWD to be completing Mandatory E&T to satisfy the general work requirements, and for that ABAWD to still be considered out of compliance with the Requirement to Work, thus using one of their countable 3 in 36 months. This could happen

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3503 Able-Bodied Adult Work Requirements – Voluntary Quit

for the following reasons:

The hours required to satisfy the general work requirement are less than 80 hours per month.

The ABAWD participated in non-qualifying components (job search training/ supervised job search) to satisfy the general work requirements.

==

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.3 Assignment of Discretionary Exemptions

The 3-year RTW compliance period must be established for each SNAP recipient unless the individual is exempt (see SNAP 3502). Once established, the 3-year RTW compliance period runs continuously regardless of whether the individual participates in the Supplemental Nutrition Assistance Program.

3511 Three (3)3 -Year Compliance Period

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

(3)-year RTW compliance period runs cContinuously regardless of whether the individual participates in the Supplemental Nutrition Assistance Program.

The state has elected to use a fixed time period of three (3)3 years. The three (3)3 year period started will start on January 1, 2016, and runs continuously for three (3)3 years even if there are breaks in the individual's SNAP participation. At the end of the three (3)3 year period, the count is reset, and a new compliance period will begin.

EXAMPLE 1: An individual applies for SNAP on January 4, 2025.16. TheirHis three (3)3-year compliance period began on January 1, 2025.16, and runs continuously through December 31, 2027.18 (three3 years). A new three (3)3-year compliance period will begin on January 1, 2028.2019.

EXAMPLE 2: An individual applies for SNAP on May 18, 2025.18. HerTheir three (3)3-year compliance period began on January 1, 2025.16, and runs continuously through December 31, 2027.18 (three3 years). A new three (3)3-year compliance period will begin on January 1, 2028.19.

3512 Countable Months

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A countable month is any month in which an able-bodied adult Able-Bodied Adult Wwithout Dependents (ABAWDs) receives a full month of SNAP benefits. Any months that a household received partial month's benefits, including prorated and retroactive benefits, unless the retroactive months are not prorated, are not included in the three (3)3-month requirement. State Agencies must track countable months over the three (3)3-year period even if there are breaks in an able-bodied able-bodied adult's participation.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.3 Assignment of Discretionary Exemptions

EXAMPLE: —John applies for SNAP on January 2, 2025~~16~~. He received SNAP benefits for January. Since January was a partial month, it will not be counted as a participating month for RTW purposes. The three (3)~~3~~-month count for John begins February 2025~~16~~ and ends April 2025~~16~~.

Beginning May 2025~~16~~, John is no longer eligible for SNAP benefits since he has received three~~3~~ (3) full _

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.3 Assignment of Discretionary Exemptions

months of benefits without meeting an exemption. He will

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3510 Establishing the RTW Three (3) Year Compliance Period

remain ineligible until December 31, 2027~~18~~, unless he later meets an exemption or can reestablish eligibility by meeting the RTW.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3510 Establishing the RTW Three (3) Year Compliance Period

The following cChart provides an explanation of John's RTW Status:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025 16	P	M1	M2	M3	I	I	I	I	I	I	I	I
2026 17	I	I	I	I	I	I	I	I	I	I	I	I
2027 18	I	I	I	I	I	I	I	I	I	I	I	I

W = Working at least 20 hours; **ET** = Participating in qualifying work activity; **B1, B2, B3** = Bonus months; **M1, M2, M3** = Countable month; **N** = Not participating in SNAP; **I** = Ineligible for SNAP because ~~ABAWD able-bodied adult is not~~ does not meeting work requirements and has used countable months. **P**=Partial month of benefits. **EX** = Exemptions.

EXAMPLE: —It's now July ~~2025~~~~17~~ and John reapplies for SNAP benefits. We discover that he has a temporary disability due to a surgery he had earlier this month. His doctor provided a statement that he will be able to return to work on October 1, ~~2025~~~~17~~.

Since John now meets an exemption due to a disability, he ~~can~~~~will be able to~~ receive SNAP benefits for July-August-September-October ~~2025~~~~17~~ (he will become ineligible the month after it has been established that the disability has ended). John will not be eligible for SNAP benefits again until January ~~2028~~~~19~~ because he has already exhausted his three (3) months out of thirty-six (36) months based on the date established back in January ~~2012~~~~56~~. He ~~can~~~~could~~ only be eligible before January ~~2028~~~~19~~ if he meets another RTW exemption or complies with the RTW.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025 16	P	M1	M2	M3	I	I	I	I	I	I	I	I
2026 17	I	I	I	I	I	I	EX	EX	EX	EX	I	I
2027 18	I	I	I	I	I	I	I	I	I	I	I	I

W = Working at least 20 hours; **ET** = Participating in qualifying work activity; **B1, B2, B3** = Bonus months; **M1, M2, M3** = Countable month; **N** = Not participating in SNAP; **I** = Ineligible for SNAP

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3500 The SNAP Requirement to Work (RTW)

because ABAWD ~~able bodied adult is not meeting~~does not meet work requirements and has used countable months.

P=Partial month of benefits. **EX** = Exemptions.

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3500 The SNAP Requirement to Work (RTW)

For individuals who have been living in another state, the RTW compliance period will be the same as if they were residing in the State of Arkansas. Verification of their participation in SNAP in the state in which they resided is required prior to~~will have to be verified before the individual's certification is certified to receive SNAP benefits in Arkansas. This applies regardless of whether the individual received or did not receive SNAP benefits. It also applies to individuals who previously lived in Arkansas and had a 3-year period established during the previous Arkansas residency.~~

EXAMPLE 1: ——— Sally lived in Hawaii until June 13, 2025~~16~~, then she moved to Arkansas and applied for SNAP. She received SNAP benefits in Hawaii for the months of January, February and March 2025~~16~~ and was subject to the RTW in Hawaii and met no exemptions. Since Sally has already received three (3) months of benefits from another state while not meeting an exemption, she is not eligible for SNAP in Arkansas until she meets an RTW exemption, complies with RTW, or a new three (3)-year compliance period begins.

EXAMPLE 2: Bob lived in Arkansas January through June 2025~~16~~ and received SNAP benefits. He was subject to the RTW and had a three (3)-year compliance period established beginning January 1, 2025~~16~~. He received three (3) countable months for January through March 2025~~16~~. Bob moved out of the state and returned in July 2026~~17~~. He applied for SNAP benefits and does not meet the RTW or any exemption. Since Bob has already received three (3) months in the three (3)-year compliance period, he will not be eligible until he does meet an RTW exemption, complies with RTW, or a new three (3) -year compliance period begins. ~~the requirement or an exemption or the compliance period ends.~~

For individuals added to existing SNAP cases, the eligibility caseworker will verify ~~have to check for~~ any previously countable months within the current three (3)-year compliance period before the individual may be added to the existing SNAP case. If an individual moves from one household to another, any countable months within the current compliance period will move with the individual.

The cChart below describes when to begin considering the three (3) countable months when an exemption changes or when an individual is added to an existing SNAP case.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3500 The SNAP Requirement to Work (RTW)

Situation	RTW Compliance Period
Individual turns 18 <u>16</u> 8.	The month after the 18th 18th <u>18th</u> birthday.
Individual's dependent turns 18 <u>14</u> 5 or all dependent children leave the home.	The month after the child turns 18 <u>14</u> 5 or leaves the home.
Individual no longer disabled.	The month after it has been established that the disability has ended.
Woman no longer pregnant but there is not a dependent child in the home.	The month after the woman becomes able to work.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3512 Countable Months

Any period of participation in SNAP while an individual is exempt from the RTW will not count toward the individual's three (3)-month participation limit. However, once a thirty-six (36) 36-month compliance period has been established it runs continuously ~~regardless of whether~~ even if the individual later becomes exempt from the RTW and then loses that exemption.

EXAMPLE: ~~On May 25, 2026~~17, Sara applies for SNAP. Sara's three (3) 3-year compliance period ~~began~~ begins on January 1, 2025~~16~~. Her application is approved the same day, and she receives a prorated benefit amount for May. ~~Therefore,~~ May does not count toward her three (3) months in three (3) years count. In July 2026~~17~~, she reports that she is pregnant, ~~therefore~~ and she meets an exemption. In August 2026~~17~~, she reports that she miscarried, and she is released to return to work ~~for~~ on September 1, 2026~~17~~. Sara no longer meets an exemption, and she is not meeting the RTW. Sara used 1 month in June 2026~~17~~. She was exempt for July and August and used two (2) months in September and October. Unless Sara becomes eligible by meeting an exemption or complying with the RTW she ~~will not be able to~~ is not eligible to participate in SNAP again until January 1, 2028~~19~~.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3512 Countable Months

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3512 Countable Months

The following chart provides an explanation of Sara's RTW Status.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
202516	N	N	N	N	N	N	N	N	N	N	N	N
202617	N	N	N	N	P	M1	EX	EX	M2	M3	N	I
202718	I	I	I	I	I	I	I	I	I	I	I	I

W = Working at least 20 hours; **ET** = Participating in qualifying work activity; B1, B2, B3 = Bonus months; **M1, M2, M3** = Countable month; **N** = Not participating in SNAP; **I** = Ineligible for SNAP because ~~able-bodied adult~~ ABAWD is not meeting does not meet work requirements and has used countable months.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3520 Establishing Good Cause

P=Partial month of benefits. EX = EExemptions.

3520 Establishing Good Cause

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

If an Able-Bodied Adult -Without Dependents (ABAWD)'s circumstances change in a way that potentially causes them to lose their eligibility, good cause must be determined. The eligibility worker should consider all facts and circumstances including information provided by both the household and/or the employer when determining good cause.

- If the individual would have worked twenty (20) hours20hrs/week (or an average of eighty (80) hours per month) but missed work for a good cause, the individual would ~~shall~~ be considered to have met the work requirement if the absence from work is temporary and they intend to return to work.

•
—

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3520 Establishing Good Cause

Good cause includes circumstances beyond the household member's control, such as, but not limited to illness, household member illness requiring the presence of the member, ~~and~~ or household emergency, or the unavailability of transportation.

- The individual is considered to have met the work requirement if the circumstance is temporary and they intend to return to work, including lack of transportation.

Good cause will be determined on a case-by-case basis.

3530 Disqualifying Individuals Who Fail to Comply

SNAP Manual ~~01/01/17~~ Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At application, ~~at recertification renewal, or when processing a semi-annual report~~ or reported change, the eligibility worker must evaluate the Requirement to Work (RTW) status of all nonexempt household members. See SNAP 3502 ~~SNAP 3502~~ for an explanation of RTW exemptions. Any nonexempt member who has participated in the Supplemental Nutrition Assistance Program for three (3) months, consecutive or not, since the beginning of ~~three (3)~~ 3 year RTW compliance period without meeting the RTW will be ineligible to participate in the Supplemental Nutrition Assistance Program.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3520 Establishing Good Cause

If the individual who is disqualified due to failure to comply with the Requirement to Work (RTW) is the only household member, the SNAP case will be closed. If other household members remain eligible, the instructions in SNAP 1623.2 ~~SNAP 1623.2~~, items ~~1-3~~, will be used to determine the household's monthly SNAP benefit amount. The _

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3520 Establishing Good Cause

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3520 Establishing Good Cause

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3520 Establishing Good Cause

disqualification will continue until the end of the designated three (3)3 year period or until the member regains eligibility (y. sSee .SNAP 3520-3530)SNAP 3520 – 3530.

3531 Evaluating Whether to Impose a Penalty RTW Status

SNAP Manual 01/01/17Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The following checklist may be used to evaluate if client is exemptexemption from or complying evaluate whether a penalty must be imposed against an individual for failure to comply with the Requirement to Work (RTW).

Step 1: Identify RTW/Able-Bodied Adult Without Dependents (ABAWD) Individuals:

Use the checklist below to help determine RTW/ABAWDAble-Bodied Adult sStatus for each household member between and including the ages of eighteen (18) to sixty-four (64)4. Members seventeen (17)sixteenseventeen (176) years of age or younger or fifty-five 550sixty-five (-six (65)6 } years of age or older are not subject to RTW or the time limit or any penalty:

If a “YES” is answered to any of the questions below, that individual is exempt from the RTW,and no penalty should be imposed.

- ☐ Is this individual exempt from normal General Work Registration Requirements and not between sixty (60) to sixty-four (64) years of age? (See SNAP 3200)
- ☐ Is there a child in the SNAP household 17fourteen (14) years of age the able-bodied adult responsible for a dependent child under fourteen (14) years of age who resides in the SNAP household or under?
- ☐ Is this individual mentally or physically unable to work? (If so, requestask for a statement from a healthcare provider. This should only be requested if it is not obvious.)
- ☐ Is this individual pregnant? (self-attestation acceptable)
- ~~— Is this individual experiencing homelessness?~~
- ~~— Is this individual a veteran?~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3531 Evaluating RTW Status

☐ -

☐ ~~Is this individual twenty four (24) years of age or younger and aged out were in of f foster care in any state at age 18 on their eighteenth (18th) birthday?~~

☐ ~~Does this individual belong to one of the following groups:- Indian, Urban Indian or California Indians (as these terms are defined by the Indian Health Care Improvement Act)?~~

~~—The individual is also exempt if he/she is already meeting one of the work requirements below.~~

If the answer to any of the questions below is “YES,” the individual ~~meets the RTW, and no penalty should be imposed~~ is meeting complying with the RTW.

☐ ~~Is this individual already working at least twenty (20) hours per week (or an average of (80) hours per month)? Work can be for pay, for goods or services (for something other than money), unpaid, or as a volunteer.?~~

☐ ~~Is this individual participating in a work program for at least eighty (80) hours per month?~~

☐

~~Is this individual doing a combination of work, Employment and Training, and/or a work program at least twenty (20) hours per week (or an average of eighty (80) hours/month)?~~

☐

~~If none of the above are checked, then the individual and he or she the individual has already received the three (3) countable months, g-Go to go to Step 2:~~

~~Step 2: Impose the Penalty and notify the household~~ Client is not eligible until they comply with RTW and must be notified with a Notice of Action.

SNAP CERTIFICATION MANUAL – SECTION

3500 The SNAP Requirement to Work (RTW)

3531 Evaluating RTW Status

Training component, a qualifying combination of the first two (2), or will meet an exemption within the thirty (30) days subsequent to after application. The client must provide verification that they are meeting the requirement or must wait until the three (3) year period ends to receive benefits. The client must verify that they will meet the requirement, or the 3-year periods ends.

•

SNAP_eligibility may be regained for an additional three (3) countable Bonus months (months must be consecutive) if during a thirty30-day period the individual has eighty (80) hours of work within a thirty (30)30-day period.

3540.1 Meeting an Exemption

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Individuals who have used their three (3) countable months may regain eligibility at any time by meeting an exemption from the RTW. See SNAP 3502200 SNAP 3200 for a list of individuals who are exempt from RTW.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3532 Notices for Non-Compliance with the Requirement to Work

3540.2 Three Consecutive Bonus Months

SNAP Manual **Effective upon approval by Arkansas Legislative Council Executive Subcommittee**

Individuals who have already received three (3) countable months during the current thirty-six (36) month RTW compliance period may be eligible for three (3) bonus months if they worked eighty (80) hours or more during any thirty (30) day consecutive day period. ~~regain eligibility if during any 30 consecutive day period they he or she worked 80 hours or more.~~ The individual must meet the following criteria in order to receive bonus months:

- The ~~ABAWD~~ Able-Bodied Adult must have gained eligibility but is no longer fulfilling the work requirement.
- If the individual was working, the consecutive three (3) bonus months must start when the _

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3532 Notices for Non-Compliance with the Requirement to Work

- participant notifies the State agency that they ~~he or she~~ is no longer meeting the Requirement to Work.
- If the individual was participating in a work program ~~or workfare program~~, the consecutive three (3) bonus months must start when the State determines the ABAWD ~~Able-Bodied Adult~~ is no longer in compliance.
- The ABAWD ~~Able-Bodied Adult~~ must not have received an additional three (3) consecutive bonus months more than once in the same three (3) year period.

The three (3) additional bonus months must be used consecutively.

~~EXAMPLE:~~ EXAMPLE: Bill applied for SNAP on October 10, 2025~~16~~, and is determined to be ~~meet~~ requirements for expedited SNAP benefits. October is _

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3532 Notices for Non-Compliance with the Requirement to Work

not a countable month since he only received a partial benefit amount.

On ~~November 3, 2025~~^{11/3/2016} Bill is recertified; ~~however;~~^{however,} he reports he is now working twenty (20) hours/week making minimum wage/hour^{hr.} Since he meets RTW then he will be eligible to participate in SNAP.

In February 202~~6~~¹⁷, Bill's case ~~closes~~^{closed} because he failed to complete his renewal^{recertification}. He reapplies for SNAP on July 2, 202~~6~~¹⁷, and reports that he is no longer working and meets no other exemption. Bill receives a partial month of benefits in July and full benefits for August-September-October. He has received his three (3) countable months as of October 202~~6~~¹⁷. However, he's eligible for three (3) consecutive bonus months of November, December and January because he had eighty (80) hours of work for thirty (30) consecutive days within the compliance period.

His case will close effective February 202~~7~~¹⁸, and he will be ineligible until January 202~~8~~¹⁹ unless he complies with the RTW or meets an exemption.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3532 Notices for Non-Compliance with the Requirement to Work

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3540.3 Qualifying Work Activity

The following chart provides an explanation of Bill's RTW Status:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016202 5	N	N	N	N	N	N	N	N	N	P	W	W
2017202 6	W	W	N	N	N	N	P	M1	M2	M3	B	B
2018202 7	B	I	I	I	I	I	I	I	I	I	I	I

W = Working at least 20 hours; ET = Participating in qualifying work activity; B1, B2, B3 = Bonus months; M1, M2, M3 = Countable month; N = Not participating in SNAP; I = Ineligible for SNAP because ABAWD does not meet work requirements and has used countable months. P=Partial month of benefits. EX = Exemption; B=3 Consecutive Months Bonus

3540.3 Qualifying Work Activity

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The household must notify DHS the county office when a disqualified individual goes to work or otherwise meets RTW. The household is the primary source of information about any member meeting RTW. The worker must determine compliance within ten (10) days from the date of the reported change. If the individual has complied with the RTW or has met an exemption, then the individual will be added back to the case-eligible to participate.

If during a thirty (30)-day period, the individual has:

- Worked at least eighty (80) hours per month; or
- Participated in and complied with a Workforce Investment Opportunity Act (WIOA) Program eighty (80) hours per month; or

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3540.3 Qualifying Work Activity

- Participated in a qualifying SNAP-Employment and Training (E&T) Program components-
- _____
- Participated in and complied with a Workfare Programm; or
- _____
- Participated and complied with a program under section 236 of the Trade Adjustment Act of 1974
- Participated and complied with a program under section 236 of the Trade Adjustment Act of 1974 _at least half-time (as defined by the program) in a recognized refugee training program approved, funded, or operated by the Office of Refugee Resettlement (ORR)-

NOTE: If an individual is participating in a Workforce Investment Opportunity Act Program (WIOA), then ~~they are~~ he/she is considered to be meeting the RTW ~~regardless of the number of hours he/she is~~ they are completing.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3540.3 Qualifying Work Activity

EXAMPLE: Judy applied January 3, 2025~~16~~, and received SNAP for January. She participated in a qualifying RTW activity for February, March and April and reported she went to work in May and worked ~~thru~~through August 2025~~16~~. ~~Her case closed on ???????~~Judy's case closed on September 1, 2025. She did not participate in SNAP from September through December 2025~~16~~. She reapplied on January 15, 2026~~17~~, and received a partial month of benefits for January. January did not count as one (1) of her three (3) months. She received February, March and April which counted as her M1, M2 & M3. We verified that she had eighty (80) hours of work within thirty (30) days ~~back~~ in May through August 2025~~16~~, ~~therefore~~so she is eligible for three (3) consecutive Bonus Months for May-July 2026~~17~~. She is ineligible effective September 2026~~17~~ until January 1, 2028~~19~~, unless she meets an exemption, or she participates in RTW.

She reapplies on November 4, 2026~~17~~, and she verifies that she has participated with a WIOA (Workforce Innovation and Opportunity Act) program through Arkansas Workforce Connections DWS for the past thirty (30) days. Judy becomes eligible at application and may participate as long as she complies with RTW.

The following chart provides an explanation of Judy's RTW status.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Year 1	P	WIOA	WIOA	WIOA	W	W	W	W	N	N	N	N
Year 2	P	M1	M2	M3	B1	B2	B3	I	I	I	WIOA	WIOA
Year 3	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA

W = Working at least 20 hours; **ET** = Participating in qualifying work activity; **M1, M2, M3** = Countable month; **B1, B2, B3** = Bonus months; **N** = Not participating in SNAP; **I** = Ineligible for SNAP because ABAWD does not meet able-bodied adult is not meeting work requirements and has used countable months; **P**=Partial month of benefits. **EX** = Exemptions.

WIOA=Workforce Innovation and Opportunity Act

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3600 SNAP E&T Programs

3600 SNAP E&T Programs

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The Food and Nutrition Act of 2008 requires all states to operate an Employment and Training (E&T) Program to gain skills, training, work, or experience that will increase their ability to obtain regular employment and meet State or local workforce needs to assist eligible recipients in obtaining skills necessary in order to gain employment. In Arkansas, SNAP recipients who are subject to the requirement may participate in a SNAP Employment and Training (E&T) Program operated by various E&T Providers throughout the State. Participation in the SNAP E&T Program is voluntary. No individual will be penalized for failure or refusal to participate in the SNAP E&T Program.

All SNAP recipients who are subject to the Time Limit Rules will be referred to the E&T Program. This includes all able-bodied adults without dependents who are not employed at least eighty (80) hours per month. Specifically, able-bodied adults, eighteen (18) years of age to sixty-four (64) years of age.

These individuals will be systematically referred to the E&T Program unless one of the following conditions are met if they do not meet an RTW exemption:-

- The able-bodied adult has responsibility for a dependent child under fourteen (14) years of age residing in the SNAP household;
- The able-bodied adult individual is a pregnant woman;
- The able-bodied adult is working twenty (20) hours per week (or an average of eighty (80) hours per month); or
- The able-bodied adult individual is otherwise exempt from the general work requirements of SNAP-3100.

The State agency is responsible for screening each able-bodied adult to determine whether it is appropriate to refer the individual to the E&T program. If the State agency determines the individual is fit to participate in an E&T program, the State agency must provide the participant with the written notice and the comprehensive oral explanation. The State agency must refer participants to E&T and all participants must receive both case management services and at least one (1) E&T component while participating in the program. The State

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3600 SNAP E&T Programs

~~agency must determine the order in which the participant will receive the elements of an E&T program. The State agency must explain to the participant's next steps for accessing the E&T program. If there is not an appropriate and available opening in an E&T program, good cause for non-participation will be assigned.~~

Clients who are referred to the E&T Program may participate in one (1) or more of the following components:

~~**3610** Clients who are referred to the E&T Program may participate in one or more of the following components: Establishing if E&T is Appropriate~~

~~**3620** E&T Program Referral~~

~~**3621** Automated Referral~~

~~**3621.1** State Agency Responsibilities~~

Independent Job Search – Participants make a pre-determined number of inquiries to prospective employers over a specified period.

Job Search Training – Participants undergo a job skills assessment. Resume development, interview coaching and job leads may be provided. Skills testing may be conducted.

Participants may be provided employment counseling, motivational techniques, and effective job search methods and instructions in a group setting. Participants may be assigned an employment counselor or case manager who works with the participant on a one-to-one basis.

  **NOTE:** Placement in Independent Job Search and Job Search Training are not qualifying components on their own and must not be combined to meet the total hours needed to meet the E&T requirement. Each can only account for less than half the total hours needed to meet

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3600 SNAP E&T Programs

the requirement for ~~ABAWDs~~ able bodied adults.

Education – Participants may be enrolled in education programs or activities designed to help the participant improve basic skills including reading and math, acquire a high school diploma or GED, learn the English language, or gain occupational skills including but not limited to work keys and self-guided computer-assisted learning programs. Participants may also be enrolled in programs such as, but not limited to, certified nursing assistant training or post-secondary vocational training.

 **NOTE:** Placement in a post-secondary component is limited to twenty-four (24) months.

Work Experience– Participants participate in unpaid or subsidized work experience or on-the- job training to prepare them for unsubsidized employment.

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610 Registration

On the Job Training—Participants receive training that provides knowledge or skills pertaining to a specific job. Under OJT, participants can be hired by a private or public employer and will be paid at the same rate as other employees performing the same or similar jobs.

Job- Retention—Participants who find employment, which makes them ineligible for the E&T program, will be placed in the Job Retention Component for a period of ninety days commencing when employment is verified and be eligible for the services outlined in.

~~SNAP 3632.~~

3610 Registration

SNAP Manual

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610 Registration

~~SNAP Manual 10/01/03~~

~~Work registration of SNAP recipients is completed at initial certification and at each recertification when the SNAP application form is signed. Registration must also occur at the time of a reported change, semi-annual report, or recertification when a member of an active case loses an exemption. Household members subject to the work registration requirement will be notified via a *Notification of Work Registration* (DCO-260).~~

3610.1 Establishing If E&T Is Appropriate

~~SNAP Manual 01/01/2024~~

~~**Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee**~~

~~The State agency is responsible for screening each work registrant to determine whether or not it is appropriate to refer the individual to the E&T program. If the State agency determines the individual is required to participate in an E&T program, the State agency must provide the participant with the written notice and the comprehensive oral explanation. The State agency must refer participants to E&T and all participants must receive both case management services and at least one (1) E&T component while~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 ~~Voluntary Quit~~ Establishing If E&T Is Appropriate

participating in the program. The State agency must determine the order in which the participant will receive the elements of an E&T program. The State agency must explain to the participant's next steps for accessing the E&T program. If there is not an appropriate and available opening in an E&T program, good cause for non-participation will be assigned.

3620 ~~E&T Program Referral~~

SNAP Manual 01/01/24

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

All SNAP recipients who are subject to the Requirement to Work (RTW) will be referred to the E&T Program. This includes all able-bodied adults without dependents who are years of age sixteen (16) to sixty five (65) years of age not employed at least eighty (80) hours per month.

- ~~Specifically, able-bodied adults, age eighteen (18) years of age to sixty four (64) years of age, forty-nine (49)~~
- ~~Age eighteen (18) – fifty (50) effective 09/01/2023~~
- ~~Age eighteen (18) – fifty two (52) effective 10/01/2023~~
- ~~Age eighteen (18) – fifty four (54) effective 10/01/2024~~
- ~~Age eighteen (18) – fifty five (55) effective 10/01/2025~~

These individuals will be systematically referred to the E&T Program unless one of the following ~~seven (7)~~ conditions are met if they do not meet an RTW exemption:

- ~~The able-bodied adult resides in the same SNAP household with a minor ~~seventeen~~fourteen (17)(14) years of age or younger; or has responsibility for a dependent child under fourteen (14) years of age residing in the SNAP household;~~
- ~~The able-bodied adult individual is a pregnant woman; or~~
- ~~The able-bodied adult is working twenty (20) hours hrs. per week (or an average of eighty (80) hours per month); or~~
- ~~The able-bodied adult individual is otherwise exempt from the general work registration requirements of SNAP 3100; or~~
- ~~Homeless Individuals; or~~
- ~~A Veteran an individual who served in any branch of the military for any length of time with any type of~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 Voluntary Quit Establishing If E&T Is Appropriate

discharge status; or

- Individuals who are twenty-four (24) years of age or younger and who aged out of foster care under the responsibility of a state.

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 ~~Voluntary Quit~~ Establishing If E&T Is Appropriate

~~An ABAWD individual may be otherwise exempt if he or she cares for an incapacitated person of any age, receives unemployment benefits, participates in a drug and alcohol treatment substance abuse treatment and rehabilitation program, or attends a school or an institution of post-secondary education on at least a half-time basis. See SNAP 3502.13500, item 3 for a definition of an individual with disabilities physically or mentally unfit for employment as applicable to the RTW.~~

~~Volunteers: Any other household member who is subject to the Supplemental Nutrition Assistance Program work-registration requirements of SNAP 3100 may be referred to the E&T Program as a volunteer unless he or she receives TEA or Unemployment benefits.~~

~~Referrals will be made at application (initial and recertification) and reported change. Referrals will also be made at reported change if a household member has become subject to the requirement to work (RTW).~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 Voluntary Quit Establishing If E&T Is Appropriate

~~A *Notification of General Work Registration (DCO-260)* will be sent~~ given to the household to serve as the registrant's written explanation and to explain the E&T Program to the registrant. The written explanation does not relieve the agency of the requirement to provide an oral explanation at interview.

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 Voluntary Quit Establishing If E&T Is Appropriate

3621 Automated Referrals

SNAP Manual 01/01/19

DHS provides the E&T Provider a system-generated list of able-bodied adults who are subject to the requirement to work (RTW) each week. E&T referrals occur at certification, recertification and and reported changes reinstatement of SR cases. Household members with the work participation code “Mandatory – SNAP” are selected for automated referral, if none of the following General Client Characteristics were selected:

- Felony Drug Conviction, Fleeing Felon, Fraud IPV Conviction, Ineligible Student, Parole Violator, or Probation Violator;
- The member status code is “Active”;
- No disability indicator has been selected for the member;
- The member is at least age 18 but no older than age 49; and
- There are no household members aged 17 or younger.

Eligibility staff must ensure that the proper characteristics are assigned to the individual when eligibility is determined and before authorization. DCO county office workers must use the proper characteristic for work registrants who are

not

<u>Work Participation Characteristic Systematically Assigned</u>	<u>Description</u>
<u>Pregnant Woman</u> <u>Indicates a work registrant who is exempt from the RTW.</u>	<u>Use this characteristic to exempt a woman from the RTW due to pregnancy (regardless of trimester).</u>
<u>Work 20-30 Hours</u> <u>Indicates a work registrant who is subject to the RTW but fulfilling due to employment.</u>	<u>Use this characteristic for a work registrant who is working at least twenty (20) hours per week, but less than thirty (30) hours per week.</u>
<u>SNAP E&T Participating</u> <u>Indicates that an individual is participating and complying with an E&T Program.</u>	<u>This code is used to show that an individual is participating and complying with a SNAP E&T Program.</u>
<u>Age 55-6066 or older</u> <u>Indicates a work registrant who is not subject to the RTW.</u>	<u>They are not subject to RTW. They are not automatically referred to the E&T Provider. Use this characteristic for work registrants who are at least fifty five (55)sixty six (66) years of age, but no older than age fifty nine (59) years of age.</u>
<u>SNAP Cares for Child</u> <u>Indicates an individual who is subject to the RTW but is exempt because they live in a SNAP HH with a minor child fourteen (14) years of age or younger.</u>	<u>Use this characteristic for an able-bodied adult when they reside in the same SNAP HH with a minor child regardless of the child’s dependency or relationship to the able-bodied adult.</u>
<u>Discretionary Exemptions</u> <u>Indicates a work registrant who is subject to the RTW but is granted an exemption.</u>	<u>Use this characteristic for able-bodied adult work registrants who are granted a Personal Exemption from the RTW.</u>
<u>Mandatory SNAP</u> <u>Indicates that an individual is subject to the RTW but not participating in an E&T Program.</u>	<u>This code is used when an individual meets no work registration or RTW exemptions. These individuals are automatically referred to the E&T Program.</u>

subject to the RTW. The characteristics to be used are shown in following chart:

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 Voluntary Quit Establishing If E&T Is Appropriate

<u>RTW 55-60 yrs old</u> Indicates a mandatory work registrant who is not subject to the RTW.	- Use this characteristic in all counties. - Use this characteristic for work registrants who are at least age 55 but no older than age 59. - They are not subject to the RTW. They are not automatically referred to the E&T Provider
<u>RTW 815% Exemption</u> Indicates a mandatory work registrant who is subject to the RTW but is granted an exemption.	- Use this characteristic for able-bodied adult work registrants who are granted a 815% Personal Exemption from the RTW. 815% Personal Exemptions are assigned by priority and on a case-by-case basis
<u>RTW Pregnant Woman</u> Indicates a mandatory work registrant who is exempt from the RTW	Use this characteristic to exempt a woman from the RTW due to pregnancy (regardless of trimester).
<u>SNAP/RTW Work 20 nto 30 hrs</u> Indicates a mandatory work registrant who is subject to the RTW but exempt due to employment.	- Use this characteristic in all counties. - Use this characteristic for a work registrant who is working at least 20 hours per week but less than 30 hours per week.
<u>RTW – Minor Child in the SNAP HH</u> Indicates an able-bodied adult who is	This characteristic is to be used to exempt an able-bodied adult when he or she resides in the same SNAP

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3621 ~~Voluntary Quit~~ Automated Referrals

subject to the RTW but is exempt because he or she lives in a SNAP HH with a minor child regardless of dependency of the minor on the individual.	household with a minor child regardless of the child's dependency or relationship to the able-bodied adult.
<u>Mandatory SNAP</u> Indicates that an individual is subject to the RTW but not participating in an E&T Program.	• This code should be used when an individual meets no Work Registration or RTW exemptions. • These individuals are automatically referred to the E&T Program in E&T counties.
<u>RTW/Workfare</u>	• This code is to be used when an individual is assigned to Formal Workfare or is participating in an Comparable Workfare position.

The E&T Provider will be provided a list of referrals containing the following information about each household member selected as a Mandatory – SNAP referral:

Member Name

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3621 ~~Voluntary Quit~~ Automated Referrals

- ~~Member SSN~~
- ~~Case head Name~~
- ~~Case head SSN~~
- ~~Address~~
- ~~Telephone Number (If available)~~
- ~~Beginning month in certification period~~
- ~~Ending month in certification period~~
- ~~Total by county~~

~~Each County Office will be provided a list of the Mandatory – SNAP~~

~~A list of individuals who are no longer Mandatory – SNAP referrals will be provided to each E&T Provider. This list will be compiled by comparing the list of current SNAP recipients to the current file of E&T referrals. If a member who was a mandatory referral no longer appears on the list of current SNAP recipients OR a member no longer meets the criteria to be a mandatory referral, that member will be listed as an “E&T Closure” on the list of closures. This information will appear on the list of closures:~~

- ~~Member SSN~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3600 SNAP E&T Programs

- ~~Case head Name~~
- ~~Case head SSN~~
- ~~Beginning month in certification period~~
- ~~Ending month in certification period~~
- ~~Total by county~~

~~The report will be provided to the Supplemental Nutrition Assistance Program Section and to the DHS County Office.~~

~~3621.1 County Office Responsibilities~~

~~SNAP Manual 8/1/05??/??/????~~

~~3621.1 State Agency Responsibilities~~

~~SNAP Manual ??/??/????~~

~~The E&T Provider will not be reimbursed for costs incurred by an E&T Program participant who is no longer participating in the Supplemental Nutrition Assistance Program. Therefore, it is extremely important that the E&T Provider be notified when a SNAP case containing an E&T Program participant is closed because the household is ineligible. A closure task is generated in SNAP Works, because the semi-annual report was not processed, or for any other reason. A list of closures is provided to the E&T Provider as described in SNAP 3621. The following changes must be reported to the E&T Provider:~~

- ~~Address changes must be reported if a household member is participating in the E&T Program and the household reports the address change during the household's certification period. (This includes address changes reported on the semi-annual report.)~~

- ~~Changes in household composition must be reported if an E&T Program participant, either a mandatory referral or a volunteer, is dropped from an active case during a certification period. (This includes individuals whose status is changed from an eligible to an ineligible member due to disqualification, etc.)~~

~~The DHS eligibility worker will use the Employment and Training Program Routing Form (DCO-205) to notify the E&T Provider within 10 days of these changes.~~

~~DHS eligibility workers must continue to manually refer the following individuals to the E&T Provider:~~

- ~~Able-bodied adults added to a SNAP case as the result of a reported change including those changes reported on the Semi-Annual Report.~~
- ~~E&T participants Able-bodied adults who live in a household that contains a minor household member if the individual chooses to volunteer. During the automated referral selection process,~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610 Registration

~~these members are bypassed and will not be automatically referred to the E&T Program. The worker must do this manually.~~

~~Any SNAP recipient who is work registered but not classified as an able-bodied adult may participate in the E&T Program as a volunteer. For example, a parent of a minor child could be referred to the E&T Program if he or she is work registered and wishes to volunteer. A child aged 16 or 17 who is not in school and who is work registered could be referred to the E&T Program if he or she wishes to volunteer. Volunteers who are work registered may be reimbursed for any expenses related to E&T participation. The reimbursement is rate for work-registered volunteers is the same as the reimbursement rate for able-bodied adults who participate in the program: a maximum of \$900 per fiscal year per participant 50.00 per calendar month for all reimbursements. County offices must continue to manually refer work registrants other than able-bodied adults to the E&T Program if the individual wishes to volunteer.~~

336622 Provider Determination

SNAP Manual 01/01/2024 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A provider determination is when an E&T provider determines that an E&T participant is not a good fit ~~not appropriate or is ill-suited~~ for a particular E&T component. Only the E&T provider has the authority to determine if an individual is ill-suited ~~not a good fit~~ for the E&T component at any point between ~~from~~ the time an individual is referred to an E&T component until completion of the component.

The State agency is responsible for ensuring all E&T providers are informed of their authority and responsibility to determine if an individual is not a good fit ~~ill-suited~~ for a particular E&T component. -

Such determinations shall be referred to as provider determinations. The E&T provider must notify the State agency of the provider determination within ten (10) days of the date the determination is made. This notification must include the reason for the provider determination. If an E&T provider finds an individual is not a good fit ~~ill-suited~~ for one (1) component offered by the E&T provider, the provider may switch the individual to

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610 Registration

another component and inform the agency of the new component without need for the agency to act further on the determination.

The E&T provider may also provide input on the most appropriate next step for the individual with a provider determination. If the State agency is unable to obtain the reason for the provider determination from the E&T provider, the agency must continue to act on the provider determination.

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3622 Provider Determinations

3622.1 State Agency/County Office Response to Provider Determinations/Responsibilities

SNAP Manual 01/01/2024 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

When the agency receives notification that an individual has received a provider determination, and the individual is not exempt from the work requirement, the agency must:

- Notify the E&T participant, within ten (10) days of receiving notification from the E&T provider, of the provider determination. This notification will:

○

- Explain what provider determination is-

- ⊖▪ Explain next steps that the agency will take as a result of the provider determination

- ⊖▪ Explain that the individual is not being sanctioned as a result of the provider determination-

- ⊖—Re-screen the individual for participation in the SNAP E&T program-

○

- Provide the individual with information about workforce partnerships.

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 Establishing If E&T Is Appropriate

- —
- — Reassess the individual for any mental or physical impairments

○ —

● —

- If the individual is found to be physically or mentally unfit, the individual will be exempt from the work requirement.

If the participant is an ABAWD ~~able-bodied adult without dependents~~ and has received a provider determination, the individual must be notified that they will accrue countable months toward their three (3) month participation time limit. The months will begin to accrue the next full benefit month after the month during which the participant has been notified of the provider determination, unless the individual fulfills the work requirements, has good cause, or is

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 Establishing If E&T Is Appropriate

otherwise exempt.

The participant may be notified verbally or in writing, and ~~the eligibility worker~~ the eligibility worker ty worker it must document when the notification occurs in the participant's case file.

3630 Reimbursement/Payments

SNAP Manual 01/01/19 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Each E&T participant will be eligible to receive reimbursement for transportation necessary to enable the individual to comply with required component activities. Reimbursement for

transportation will be based on actual expenses (for example mileage to and from the SNAP E&T service component site) of the current allowable state mileage reimbursement rate or the actual costs (for example e.g., for bus service or transportation provider) whichever is greater but not to exceed the maximum of nine hundred dollars (\$900) per fiscal year ~~50 allowed per calendar month~~ per participant.

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 Establishing If E&T Is Appropriate

E&T reimbursements for transportation may include transportation costs such as:

- Bus tokens
- Gas vouchers
- Prepaid gas cards
- Automobile repairs
- Carpools

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3630 Reimbursement/Payments

- Mileage reimbursements
- Taxicab services
- Contracts with private entities, such as transit providers who provide shuttle services
- Purchase of tires or automobile batteries
- Driver license fees (including renewals)

Other expenses related to E&T Program participation ~~such as uniforms, boots, tuition as examples and, these expenses may be reimbursed when necessary, and reasonable for participation in the E&T program when such reimbursements are requested by the local E&T Provider.~~ These requests must be handled on a case-by-case basis and may include:

- ~~GED test payments, uniforms, personal safety items, or other necessary equipment, and books or training manuals;~~
- ~~_____~~
- ~~Suitable clothing for job interviews;~~
- ~~_____~~
- ~~Licensing and bonding, or background check fees for a work experience placement;~~
- ~~_____~~
- Vision needs (such as eyeglasses and eye exams)

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3630 Reimbursement/Payments

~~Vision needs (such as eyeglasses and eye exams).~~

~~Payment must be authorized through the Wise system and paid directly to the vendor, unless verification is provided by the E&T Provider that this was indeed an out-of-pocket expense paid by the participant. The worker will utilize instructions contained in the Online Wise Help when authorizing reimbursement payments and generating checks for customers and providers for expenses other than transportation. See SNAP 3631 for instructions on authorizing transportation costs. If a provider is providing services for more than one participant, a separate entry for each person must be keyed to RSRP in order for a check to be generated.~~

~~Total ~~monthly~~ annual E&T reimbursement may not exceed nine hundred dollars (\$900) per fiscal year per participant50 per client per calendar month. This includes both transportation costs and other costs. This reimbursement will not be counted as income in the SNAP budget (see SNAP 5411).~~ See SNAP 5411.

~~Questionable claims for reimbursement should be referred to the Supplemental Nutrition AssistanceSNAP E&T Program Manager for resolution.~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3630 Reimbursement/Payments

3631 Transportation Reimbursement Payments

SNAP Manual_01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Each month that an E&T Program participant incurs a transportation expense, the E&T Program participant must complete and submit a *Travel Reimbursement Documentation* (DCO-0243) form, and page one of the Billing and Routing Sheet (DHS-0187). It will not be necessary to complete page 2 of the

DHS-0187. The DCO-243 and DHS-0187 may be completed in the E&T Provider's office when the client goes there for E&T Program services.

When an E&T Program participant uses his or her own car for E&T related travel, sections A, B, and C of the DHS-0187 must be completed by the participant. The DCO-243 will be attached as

documentation of the travel. When an E&T Program participant pays someone else to transport him or her, Sections A, B and C of the DHS-0187 must be completed and documentation of transportation cost must be attached. If public transportation is used, a copy of the bus ticket or a receipt should be attached. If the participant pays another individual to furnish transportation, that individual must provide a signed statement indicating the dates on which transportation was provided and the amount paid for the transportation.

~~The E&T Provider will not sign or date the DHS-0187. Instead, the form will be forwarded to the DHS county office. The DCO eligibility worker will sign the form in the area entitled "DHS Authorized Signature" and will authorize the payment via the Wise system. Instructions may be accessed via Online Wise Help.~~

~~☐ NOTE: Each time a reimbursement is to be authorized, the worker must check the client's mailing address displayed on WISE to be sure it is the current/correct one. The Wise mailing address needs to be corrected before a reimbursement check is authorized.~~

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3631 Transportation Reimbursement Payments

3640 Information Supplied to DHS by the Provider

SNAP Manual 01/01/17 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

~~Participation in the SNAP E&T Program is voluntary. No individual will be penalized for failure or refusal to participate in the SNAP E&T Program even if the E&T Provider furnished this information to the DHS county office.~~

~~The only adverse action that may be taken is when an able-bodied adult has received the maximum months of eligibility within the current three-year compliance period.~~

When an E&T Provider becomes aware that an E&T Program participant has gone to work, the provider worker will notify the State Agency via an *Employment/Income Change* task from SNAP Works ~~the DHS county office via non-compliance task, the DCO-205.~~ The E&T

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3631 Transportation Reimbursement Payments

Provider will transmit this information to the designee at the local DHS County office within ten (10) days of the reported change. This information will be processed according to the household's reporting requirements; and work registration status.

3650

SNAP Manual 06/01/2005

Section deleted 06/01/2005 DELETED EFFECTIVE 06/01/05 EFFECTIVE UPON APPROVAL BY ARKANSAS LEGISLATIVE COUNCIL EXECUTIVE SUBCOMMITTEE

SNAP CERTIFICATION MANUAL – SECTION 3000

~~3700 Workfare~~ 3600 SNAP E&T

3631 Transportation Reimbursement Payments

Mark-Up

SNAP CERTIFICATION MANUAL – SECTION 5000

5100 Income - Summary

5411 Reimbursements

5411 Reimbursements

5411 Reimbursements

SNAP Manual 01/01/00 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Payments which cover past or future expenses are excluded as income if the payment does not exceed the actual expense and does not represent a gain or benefit. This does not apply to reimbursements for normal living expenses such as rent, utilities, personal clothing, etc.

 **NOTE:** No portion of a TEA cash assistance payment will be excluded as a reimbursement for past or future expenses.

To be excluded, the payment must be for a specifically identified expense and used for the purpose intended. Any portion of the payment that exceeds the actual incurred expense or covers normal living expenses is considered income. A payment is not considered excessive unless the provider or the household indicates the amount is excessive. When a payment covers several expenses, each expense does not have to be separately identified provided the payment covers only normal living expenses.

SNAP CERTIFICATION MANUAL – SECTION 53000

5100 Income - Summary

5411 Reimbursements

5412 Third Party Beneficiary

Some, but not all, excludable reimbursements are listed below.

1. Reimbursements or flat allowances for job related expenses such as travel, per diem, uniforms, or transportation to and from a job or a training site.
2. Reimbursements for out-of-pocket expenses incurred by volunteers during the course of volunteer work.
3. Medical or dependent care reimbursements.
3. _____
4. Reimbursements received by households to pay for services provided by Title XX of the Social Security Act.
4. _____
5. Utility reimbursements made by the Department of Housing and Urban Development (HUD) or third-party energy assistance payments (for example, LIHEAP) do not count as income if the SNAP household contains an aged or disabled member and the Farmers Home Administration (FmHA). If the household does not contain an aged or disabled member, the third-party energy assistance payments will count as income for SNAP.

See SNAP 1622.3 for information about handling reimbursements received by students. See SNAP 5714 SNAP 5714 for information about handling reimbursements for normal living expenses.

6600 Shelter Deductions

~~6600 The Excess Shelter Deduction~~ 6610 Allowable Shelter Costs

6600 The Excess Shelter Deduction

SNAP Manual 01/01/2021 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The excess shelter deduction is the amount of the household's allowable shelter costs in excess of fifty percent (50%) of the household's adjusted SNAP income. The excess shelter deduction must be calculated after the household's adjusted SNAP income has been determined. The household's adjusted SNAP income is their income after all other allowable deductions, such as earned income, standard, dependent care, child support, and medical. To apply the deduction, one-half (1/2) of the adjusted SNAP income must be calculated. Then, this figure is subtracted from the household's total shelter costs. The result is the household's excess shelter.

Unless the household contains a person ~~aged sixty (600) years of age~~ or older or individuals living with a disability, the shelter deduction cannot exceed a maximum allowable figure. See the Standards Appendix (Appendix D) for this figure. See the Glossary definition of "Age 600 or Older/Individuals with Disabilities." ~~Aged or Disabled~~ ". Households with a person ~~aged sixty (600) years of age~~ or older or individuals living with a disability may deduct all shelter costs in excess of fifty percent (50%) of ~~its~~ their adjusted SNAP income.

6610 Allowable Shelter Costs

SNAP Manual 01/01/2021 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A shelter is defined as a household's principal place of residence. Shelter costs are only deductible if the service is provided by someone outside of the household and the household makes a monetary payment for the service. Allowable shelter costs are listed below:

1. Continuing charges for the shelter occupied by the household

1.

1. The cost of rent or continuing charges leading to the ownership of the shelter occupied by the household are allowable when the household incurs such costs. This includes, but is not limited to, the cost of mortgage payments, condominium or association fees, payments of liens against the property (e.g. second mortgages made to repair the home or personal loans made using the property as collateral), or payments on loans for the purchase of a mobile home. Interest costs for ~~on~~ all such payments will also be ~~an allowable cost~~. When a household moves into a new residence and incurs the cost of the "first and last month's rent," the cost of both months' rent will be allowed ~~as a shelter cost in~~ the month in which the household is billed for the two (2) months of rent.

SNAP CERTIFICATION MANUAL – SECTION 6000

6600 Shelter Deductions

1. Property taxes on the household's shelter.

1. ~~The Property taxes and the cost of state and local assessments and voluntary road or other improvement taxes~~ will be allowed when incurred by the household. The cost of identifiable personal property or real estate taxes on mobile homes used as a permanent residence will also be allowed when incurred by the household. Personal property taxes other than those on mobile homes used as a permanent residence are not allowable.

2.

~~Under Arkansas Code Annotated § 26-26-1118, households may receive a tax credit reducing real property taxes if the property is a homestead. Homeowners who claim a homestead tax credit receive a credit on their real estate for the assessment year (See Appendix H). The full cost incurred amount due by the household for for real estate taxes after the application of the homestead tax credit~~

~~6610 Allowable Shelter Costs~~

~~will be allowed as a shelter deduction.~~

~~Homeowners who claim a homestead tax credit receive a three hundred seventy five dollar (\$375.00) credit on their real estate for the assessment year (refer to Arkansas Code 26-26-1118 for current amount). These bills must have been paid on or before October 15th of each year, and unless the household moves, changes in shelter costs are not required to be reported. Therefore, if the household becomes qualified for the homestead tax credit during their certification period, the county office eligibility worker will not adjust the household's real estate tax bill expense to reflect this credit until the household's next recertification renewal unless the household moves and reports a change in shelter costs or otherwise reports a change in the tax bill. At that time, the household will be asked to furnish proof of the household's current real estate tax bill. This bill should reflect the amount of real estate taxes after the credit was allowed.~~

~~If the household's real estate taxes are included in the household's mortgage payment, the county office eligibility worker will not attempt to adjust the amount of the household's mortgage payment to allow for the tax credit. Instead, the county office eligibility worker will continue to use the cost incurred for the current mortgage payment in the budget. After the tax credit is allowed, the mortgage company should adjust the amount of the mortgage payment to reflect the tax credit. Under Arkansas Code Annotated § 26-26-1118, households may receive a tax credit reducing real property taxes if the property is a homestead. Homeowners who claim a homestead tax credit will receive credit on their real estate for the assessment year (see Appendix H). The amount due by the household for real estate taxes after the application of the homestead tax credit will be allowed as a shelter deduction. These bills must have been paid on or before October 15th of each year, and unless the household moves, changes in shelter costs are not required to be reported. Therefore, if the household become qualified for the homestead tax credit during their certification period, the eligibility worker will not adjust the household's real estate tax expense to reflect this credit until the household's next renewal unless the household moves and reports a change in shelter costs or otherwise reports a change in shelter costs or otherwise reports a change in the tax bill. At that time, the household will be asked to furnish proof of the household's current real estate tax bill. This bill should reflect the amount of real estate taxes after the credit was allowed.~~

~~However, since the household is not required to report changes in shelter costs unless the household moves, the change in the mortgage cost will most likely be reported at the next recertification renewal.~~

~~If the household's real estate taxes are included in the household's mortgage payment, the eligibility worker will not attempt to adjust the amount of the household's mortgage payment to allow for the tax credit. Instead, the eligibility worker will continue to use the cost incurred for the current mortgage payment in the budget. After the tax credit is allowed, the mortgage company should adjust the amount of the mortgage payment to reflect the tax credit.~~

3. Insurance on the household's shelter:

The cost of insurance on the structure itself, but not separate costs for insuring furniture or personal belongings, are allowable when incurred by the household. If homeowner's insurance is sold as a "package" and the company does not identify the cost incurred for coverage on the contents of the home, the entire premium is allowable. The case record must contain documentation to this effect. Membership charges paid to organizations offering insurance to members are not an allowable shelter cost.

5.4. Utility costs:

The following utility expenses will be considered when determining eligibility for a utility standard:

- The cost of cooking fuel;
- The cost of heating fuel;
- The cost of cooling (a verifiable utility expense relating to the operation of air conditioning systems, room air conditioners, or evaporative water coolers);
- The cost of electricity;
- Water and sewer costs;
- Well installation and maintenance;
- Septic tank installation and maintenance;
- Garbage and trash collection fees; and

6620 Utility Expenses

- Fees charged by the utility provider for initial installation of the utility;
- Telephone cost

~~Internet costs~~

5. Shelter costs for a home temporarily unoccupied by its owners:

Shelter costs will be allowed for those homes that are temporarily unoccupied by the owners because of employment or training away from home, illness, or abandonment caused by a natural disaster or casualty loss.

In order to include the costs of a home temporarily unoccupied by the owners, all four (4) of the following criteria must be met:

- The household must be incurring these shelter costs.

~~—The household must intend to return to the home.~~

•

- The home must not be leased or rented during the absence of the owners.

- If there are occupants currently in the home, these occupants must not be claiming the shelter costs for SNAP purposes.

•

~~Verification:~~ If a household claims expenses for a temporarily unoccupied home, the eligibility worker will verify the household's actual utility expenses for the unoccupied home in every case and will not use the standard utility allowance.

7.6. Charges for Repair of Home:

Charges for the repair of the home which was damaged or destroyed due to a natural disaster such as, but not limited to, a fire or a flood, are deductible when such charges are billed or otherwise become due. Shelter costs will not include charges for ~~repair of~~ repairing the home that have been or will be reimbursed by private or public relief agencies, insurance companies, or from any other source.

- Fees charged by the utility provider for initial installation of the utility.

- Telecommunication costs (telephone and/or basic internet service) Telephone Cost

- Internet costs

• _____

8. Shelter costs for a home temporarily unoccupied by its owners.

Shelter costs will be allowed for those homes that are temporarily unoccupied by the owners because of employment or training away from home, illness, or abandonment caused by a natural disaster or casualty loss.

In order to include the costs of a home temporarily unoccupied by the owners, all four (4) of the following criteria must be met:

- The household must be incurring these shelter costs.
- The household must intend to return to the home.
- The home must not be leased or rented during the absence of the owners.

• If there are occupants currently in the home, these occupants must not be claiming the shelter costs for SNAP purposes.

Verification: If a household claims expenses for a temporarily unoccupied home, the worker will verify the household's actual utility expenses for the unoccupied home in every case and will not use the standard utility allowance.

9. Charges for Repair of Home:

Charges for the repair of the home which was damaged or destroyed due to a natural disaster such as, but not limited to, a fire or a flood are deductible when such charges are billed or otherwise become due. Shelter costs will not include charges for repair of the home that have been or will be reimbursed by private or public relief

agencies, insurance companies, or from any other source.

6620 Utility Expenses

SNAP Manual 01/01/2021 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At initial application, utility expenses will be verified to determine the type of utility allowance the household will receive. For households receiving in-kind assistance, verification of the dollar value of that assistance is required. ~~At recertification renewal or~~ a reported change, ~~or at the time of the semi-annual report,~~ utility costs will be verified if the source has changed, as when the household has moved, or the household becomes ineligible for the current utility allowance.

The utility allowances are predetermined amounts assigned to eligible households based on the utility expenses incurred by the household. Actual utility costs are not allowable even if the expenses are higher than the standard. At application, a household will be assigned one (1) of the following based on eligibility:

- ~~Standard Utility Allowance (SUA), if eligible;~~
-
- ~~Basic Utility Allowance (BUA), if eligible;~~
- Homeless Living Allowance (HLA); or, if eligible; or
- Telephone Standard

• **-NOTE:**

- ~~Telephone Standard.~~

Note: Refer to Appendix D for the value for each standard listed above as this may change annually.

Households may change standards at any point during the certification, no matter the length of the certification period, depending on eligibility for such allowances. For example, if the household reports a change in eligibility

for the SUA, but still has utility expenses, the standard must be changed to the Basic Utility Allowance or -

Telephone Standard.-

If the Basic Utility Allowance (BUA), Standard Utility Allowance (SUA,) Homeless Living Allowance (HLA), or the Telephone Standard is chosen for a deduction, but required verification is not furnished, the deduction will be disallowed.

~~All unverified utility costs will be disallowed if the household fails to provide verification by the date shown on the Request for Information or the Notice of Action. If the household wishes to claim expenses for an unoccupied home, the utility standard will be disallowed for an unoccupied home. See SNAP 4410.~~

6620.1 Standard Utility Allowance (SUA)

SNAP Manual 01/01/2021 Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Any household that incurs and is billed for, or expects to incur during the next heating and cooling season, the actual cost of heating or cooling separate from their rent or mortgage to be eligible for the Standard Utility Allowance (SUA). Households must incur heating and cooling expenses separate from their rent or mortgage. Households billed less than monthly for heating costs, such as butane or propane, are entitled to the Standard Utility Allowance between billing months.

The A household with at least one (1) elderly aged or disabled member may also be automatically eligible for the SUA if the household receives or expects to receive quantifiable low-income energy assistance payments from the Low-Income Home Energy Assistance Program (LIHEAP) during the next heating and cooling season, or similar energy assistance programs in an amount of more than twenty dollars (\$20) in the current month or in the immediately preceding twelve (12) months, whether an actual heating or cooling cost is incurred. A similar energy assistance program is a program designed to provide heating and cooling assistance through a payment payment directly to or on behalf of low-income households. A quantifiable payment is one that the State agency quantifies in dollars. This includes measures set by LIHEAP to determine a household's benefit amount for energy assistance. In-kind energy assistance, such as firewood or coal, may be considered another similar energy assistance program payment if such assistance can be quantified. The eligibility worker must document such was received or scheduled to be received in the current month and the amount and date received. If the payment is not received or scheduled to be received during the current month, the household will not meet the LIHEAP qualification for the SUA. If the payment is not received or scheduled to be received during the current month or in the preceding twelve (12) months, the household will not meet the LIHEAP qualifications for the SUA.

 **-NOTE:** A household that does not include at least one (1) elderly or disabled member is no longer eligible for the SUA based upon receipt of payment in any amount from LIHEAP or other similar energy assistance programs. If the household receives the SUA when not entitled, the eligibility worker must determine whether an overissuance has occurred.

Eligibility for LIHEAP implies out-of-pocket expenses, or the household must receive energy assistance of at least that exceeds twenty dollars (\$20.00) per year under federal law. Households billed less than monthly for heating costs, such as butane or propane, are entitled to the Standard Utility Allowance between billing months. If the household reports a change in eligibility for the SUA, but still has a utility expense, the standard must be changed to the Basic Utility Allowance or Telephone Standard. To use the Basic Utility Allowance, the household must have two

A household is also eligible for the Standard Utility Allowance if they are living in a multi-unit dwelling or an individual unit and receiving a qualifying weatherization program payment. The household must verify the weatherization payment in order to receive the SUA.

The standard utility allowance must not be prorated when households who share a dwelling share utility cost. When households share a dwelling and utility costs, both SNAP households will be allowed to claim the full Standard Utility Allowance.

6620.1 Standard Utility Allowance (SUA)

~~A For households that receives reimbursement for utility expenses, or if the expense is paid through an excluded payment, such as a vendor payment from Housing and Urban Development HUD or Farmers Home Administration (FMHA), the Standard Utility Allowance may be used when the heating or cooling costs exceed the excluded payment amount. For households without at least one (1) aged or disabled household member, the portion of the expenses paid by an excluded reimbursement or vendor payment is not deductible and is not counted toward the excess shelter costs. For any household with one (1) aged or disabled household member, the household can deduct the entire utility amount incurred. This deduction will count toward the excess shelter cost. The amount left after deducting the excluded payment is deductible and includes HUD or FMHA rent, and utility payments.~~

6620.2 Utility Expenses of Expedited Households

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

There are special provisions which apply to the choice of Standard Utility Allowance (SUA) by households entitled to expedited services. If an expedited household chooses to use the Standard Utility Allowance (SUA), but the expenses are not verified within the expedited timeframes, the household may be certified using the Basic Utility Allowance (BUA). If the verification is later provided, the household's budget may be recalculated using SUA for the following months.

In the absence of any choice by the expedited household, it should be assumed that the household has chosen to use the Basic Utility Allowance (BUA).

6620.3 Specific Costs

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Heating

Households must incur and be billed for the cost of its primary source of heating, separate and apart from its rent or mortgage costs, in order to use the Standard Utility Allowance. Incurring a cost only for supplemental

heating, such as, but not limited to, space heaters, electric blankets, heat lamps, or cook stoves, does not qualify a household for the utility standard. Incurring only a cost for an electric blower for an oil or gas furnace also does not qualify a household for the utility standard.

The cost of wood is an allowable shelter cost. When wood is used as the primary heating source, the cost of purchasing wood does qualify the household for the utility standard. If a household purchases some wood and cuts the rest, that household will qualify for the utility standard. Costs associated with cutting wood such as hiring labor, the purchase of a chain saw, or the purchase of gas for running the saw are not allowable shelter costs nor do they entitle a household to elect the utility standard.

Cooling

A household that incurs the full cost of running a central air conditioning unit, a room air conditioner, or a water cooler (evaporative cooler) is entitled to elect the utility standard. Incurring only a cost for running a fan, including attic fans, does not qualify a household for the utility standard. The utility standard is based on cooling costs. Just owning an air conditioner does not qualify a household for the utility standard. The household must use the air conditioner. Use of an air conditioner on an as-needed basis will qualify a household for the utility standard.

6622 Basic Utility Allowance

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The Basic Utility Allowance (BUA) includes utility charges that a household incurs other than for heating and cooling. Households which have no heating/cooling expenses and are not eligible for the SUA but incur two (2) non-heating/cooling expenses such as sewage, trash fees, water, garbage, telephone, etc., are eligible for the BUA. The costs for a telephone are included in the Basic Utility Allowance (BUA) and may not be allowed as a standalone deduction if using the BUA.

6624 Homeless Living Allowance

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The Homeless Living Allowance (HLA) is a predetermined amount which is updated annually and is meant to provide a standard expense amount for households who are considered homeless and have expenses that may include, but are not limited to, hotel and motel rooms, homeless shelters, payments to relatives or friends, or the cost of laundry. Households must meet the definition of a homeless household and cannot receive free shelter throughout the month to be eligible for the deduction. This living allowance also includes telephone expenses. Individuals living in their vehicles who make payments for ownership or a portion of insurance that covers vehicle damage are also eligible for this deduction. The homeless household must provide a statement declaring expenses or provide proof of payment made for hotel and motel rooms, to friends or relatives, to laundry mats, etc.

6625 Telephone Standard Allowance

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The telephone standard is for households who incur expenses for any type of telephone service regardless of the number or type of telephone used by the household. The standard costs for telephone expenses will apply across the board to all areas of the state. No more or no less will be allowed for the telephone costs regardless of the household's actual costs. Telephone fees include but are not limited to basic service fees, wire maintenance fees, subscriber line charges, relay center surcharges, 911 fees, and taxes.

If the household is assigned the Standard Utility Allowance (SUA), Basic Utility Allowance (BUA), or the Homeless Living Allowance (HLA), a separate deduction for telephone will not be allowed, because telephone expenses are included in the Standard Utility Allowance, Basic Utility Allowance, and the Homeless Living Allowance.

6626 Households with HUD or FMHA Utility Reimbursements

SNAP Manual

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

6627 Verification and Documentation of Shelter Costs

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At any case action, verification of expenses incurred for the shelter occupied by the household (for example, rent/mortgage, property taxes or homeowner's insurance) will be requested. At any case action, entitlement to the utility standard will be verified if the information is outdated or household's statements regarding the household's primary source of heating or cooling are contradictory.

6628 Applying the Excess Shelter Deduction

SNAP Manual

Section deleted ??/??/???? Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Expenses are only deductible if the service is provided by someone outside of the household and the household makes a monetary payment for the service.

A household is eligible for the Standard Utility Allowance if living in a multi-unit dwelling or an individual unit and receiving a qualifying weatherization program payment. The household must verify the weatherization payment in order to receive the SUA.

SNAP CERTIFICATION MANUAL – SECTION 3000

3100 General Work Requirements

3100 General Work Requirements

3100 General Work Requirements

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

SNAP applicants who do not meet an exemption from the General Work Requirements (listed below) will be registered for work at initial application and at each renewal when the SNAP application form is signed. Registration must also occur at the time of a reported change when a member of an active case loses an exemption OR when an eligible, nonexempt individual enters a household currently certified to participate in SNAP. Household members subject to the work registration requirement will be notified via a *Notification of SNAP Work Requirements* (DCO-0260).

General Work Requirements

Individuals sixteen (16) – fifty-nine (59) years of age and able to work will need to meet the General Work Requirement in order to receive SNAP benefits. The general requirements include the following:

1. Registering to work upon application and each renewal after initial registration (this occurs automatically when an individual signs the application for SNAP).
2. Participating in SNAP Employment and Training (E&T) to the extent required by the agency.
3. Accepting a bona fide offer of suitable employment at a wage not less than the higher of the applicable state or federal minimum wage.
4. Not voluntarily quitting a job or reducing work hours below thirty (30) hours per week or one hundred twenty (120) hours per month without good cause.
5. Responding to any request from an eligibility worker for information regarding employment status or availability for work.

3200 Individuals Exempt from General Work Requirements

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Eligible household members are exempt from General Work Requirements if the household member is:

1. Under sixteen (16) years of age or sixty (60) years of age or older
2. Sixteen (16) years of age or seventeen (17) years of age and living with a parent or attending a school or training program on at least a half-time basis
3. Individuals living with a disability
4. Caring for a dependent child under six (6) years of age or an incapacitated person
5. Receiving Transitional Employment Assistance (TEA)
6. Receiving or having applied for unemployment benefits
7. Currently participating in a drug and/ or alcohol treatment program

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3210 Under 16 Years of Age or 60 Years of Age or Older

8. Employed or self-employed on a full-time basis (thirty (30) hours or more weekly OR one hundred twenty (120) hours monthly) OR earning wages at least equal to the federal minimum wage multiplied by thirty (30) hours
9. A student enrolled at least half-time in any recognized school, training program, or institution of higher education (See SNAP 1622)

An exemption from general work registration means certain individuals are not required to fulfil the work requirements. A full explanation of each exemption appears below in SNAP 3210-3290.

3210 Under 16 Years of Age or 60 Years of Age or Older

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members younger than sixteen (16) years of age or sixty (60) years of age or older are exempt from the general work requirements.



NOTE: If a child reaches their sixteenth (16th) birthday within a certification period, they will be registered for work at the next scheduled renewal unless they qualify for another exemption.

3220 Certain Household Members 16 or 17 Years of Age

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A household member who is sixteen (16) or seventeen (17) years of age is exempt from the general work requirements if any of the following apply:

- Is living with a parent or a person who is acting as a parent
- Is attending school
- Is enrolled in an employment training program on at least a half-time basis as determined by the school or training program



NOTE: If a child who is exempt from the general work requirement solely because they are living with a parent or person who is acting as a parent reaches their eighteenth (18th) birthday within a certification period, they will be registered for work the month following their eighteenth (18th) birthday unless they qualify for another exemption.

3230 Individuals Living with a Disability

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members who are unable to work because they are physically or mentally unfit for employment are exempt from the general work requirements.

See the Glossary definition of “Age 60 or Older/Individuals with Disabilities.” In addition to the individuals who meet the definition of an Individual Living with a Disability found in the Glossary, the following individuals may be considered individuals Living with a Disability:

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3240 Household Member Caring for Dependent Child Under 6 Years of Age or Incapacitated Person

- Individuals receiving services through Arkansas Rehabilitation Services (ARS)
- Individuals receiving Worker's Compensation or other "sick pay" benefits
- Individuals living with a medical condition that causes them to be physically or mentally unfit for employment as verified by a medical provider
- Individuals receiving temporary or permanent disability benefits issued by governmental or private sources such as workman's compensation
- Individuals with proof they receive or have a pending application for SSA/SSI
- Veterans who are rated as disabled

When a member is not receiving disability benefits, the worker will determine if the member's disability is obvious or if verification is required.

An obvious disability is one where the worker can easily determine that the individual is incapable of gainful employment. Individuals with obvious disabilities include, but are not limited to, individuals who are:

1. Recovering from major surgery within the last six (6) weeks; or
2. Housebound or wheelchair bound

When the disability is not obvious or is questionable, the household will be asked to furnish verification.

Acceptable verification includes, but is not limited to:

1. A statement from a medical professional indicating the cause of disability and, if known, how long the disability is expected to last;
2. A decision by the Medical Review Team that the individual is currently living with a disability; or
3. Collateral evidence (written or oral) that the individual receives services through Arkansas Rehabilitation Services.

Documentation should appear in the case record regarding:

- a. The nature of any disability which results in an exemption
- b. The anticipated length of the disability; and
- c. The type of verification obtained if the exemption was verified

3240 Household Member Caring for Dependent Child Under 6 Years of Age or Incapacitated Person

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

An adult household member who is responsible for the care of a dependent child under the six (6) years of age or is responsible for the care of an incapacitated person of any age is exempt from the general work requirements. Exemptions for the care of an incapacitated person should be fully documented. Verification from a medical professional must include the name of the person providing care and a description of the incapacitating condition.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3250 Receiving Transitional Employment Assistance (TEA)

If a child reaches their sixth (6th) birthday within a certification period, the household member responsible for the care of the child will be registered for work during the next scheduled renewal or case action unless the member qualifies for another exemption.

3250 Receiving Transitional Employment Assistance (TEA)

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

All able-bodied adults (eighteen (18) years of age or older) who receive Transitional Employment Assistance are required to work or participate in TEA Program work activities designed to lead to work. These individuals will be exempt from the general work requirements due to compliance with TEA work requirements.

3260 Receiving or Having Applied for Unemployment

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members who are currently receiving unemployment insurance benefits are exempt from the general work requirements. A household member who has applied for, but not yet begun to receive, unemployment insurance benefits is also exempt if they were required to register for work with the state's workforce agency, Arkansas Workforce Connections (AWC), as a part of the unemployment insurance application process.

An applicant for unemployment would not be required by AWC to register for work when:

- They are job attached and laid off for less than eight (8) weeks; or
- They are a member of a trade union that assists members in finding employment.

 **NOTE:** Verification of whether the individual was registered through AWC may be obtained from Arkansas Workforce Connections. The worker will not contact AWC to determine if a household member is registered for work through AWC. This determination will be based upon correspondence (letters, forms, system interfaces, etc.) from AWC that is provided to the household member, or any other information available. In situations where there is no available information, the registrant's statement will be used. The case record will be documented accordingly.

If an individual who is exempt from general work requirements solely due to receipt of unemployment benefits fails or refuses to comply with AWC work requirements, a sanction may be imposed (see SNAP 3414).

3270 Participating in a Drug and/or Alcohol Treatment Program

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members who are currently participating in a drug and/or alcohol treatment and rehabilitation program on an in-patient or out-patient basis are exempt from the general work requirements.

SNAP CERTIFICATION MANUAL – SECTION 3000

3200 Individuals Exempt from General Work Requirements

3280 Employed Persons and Self-Employed Persons

3280 Employed Persons and Self-Employed Persons

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Household members who are employed and either working a minimum of thirty (30) hours weekly (one hundred twenty (120) hours monthly) or receiving weekly earnings at least equal to the federal minimum wage multiplied by thirty (30) are exempt from general work requirements.

This exemption includes any migrant or seasonal farm worker who is under a contract or similar agreement with an employer or crew chief to begin employment within thirty (30) days. A migrant or seasonal farm worker who does not have such an agreement and is not otherwise exempt will be registered for work.

The number of hours of employment may be verified via:

1. Pay stubs
2. Employer statement; or
3. The current amount of verified income divided by thirty (30).

A household member solely engaged in a hobby, volunteer work or another activity for which little or no payment is received is not considered gainfully employed regardless of the length of time spent in such activity.

A self-employed household member who works a minimum of thirty (30) hours per week (one hundred twenty (120) hours monthly) or who receives weekly earnings at least equal to the federal minimum wage, multiplied by thirty (30) hours is exempt from the general work requirements. This exemption may be established through verification of the amount of earnings if the earnings are at least equal to the federal minimum wage, multiplied by thirty (30) hours per week.

If the income is not sufficient to conclude full-time employment, the household must cooperate with the worker in verifying hours worked. For example, some farmers work more than forty (40) hours per week yet make no profit.

3290 Students

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A student eighteen (18) years of age or older who is enrolled at least half-time as defined by the school in a high school or in a GED program is exempt from the general work requirements. If a student is enrolled in an institution of post-secondary education at least half-time as defined by the school in SNAP 1622 and the student is eligible to participate as per 1622.3, the student is exempt from the general work requirements. The exemption continues to apply through periods of school recess but is lost when the student graduates, drops out, is expelled, or otherwise terminates enrollment.

3300 Individuals to be Registered for Work

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

SNAP CERTIFICATION MANUAL – SECTION 3000

3300 Individuals to be Registered for Work

3320 General Work Requirement Exemption Priority

3310 Work Registration at Case Actions

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

3310.1 Work Registration at Initial and/or Recertification Applications

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

3310.2 General Work Registration at Reported Change

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At the time of a reported change, general work registration must be completed for all nonexempt members who enter the household or for members who lose an exemption as a result of a reported change which is required to be reported per SNAP 11200.

A Notification of SNAP Work Requirements (DCO-0260) must be sent when:

1. A nonexempt member enters the household; or
2. An eligible household member loses an exemption due to a reported change; or
3. A nonexempt member turned sixteen (16) years of age since the last case action.

If the worker cannot determine based solely on information available on the change report or in the case record that the member must be work registered, the household will be contacted.

If the needed information cannot be obtained by telephone, the household will be issued a Request for Contact (DCO-0191C) following Unclear Information policy SNAP 12400.

3310.3 Work Registration at Periodic Report and Annual Review

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

3320 General Work Requirement Exemption Priority

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

General work registration exemptions will be assigned in the following order:

1. Age
2. Physically or mentally unfit for employment
3. Care of a dependent child under six (6) years of age or an incapacitated person
4. Receiving or applied for unemployment compensation
5. Participating in a drug addiction or alcohol treatment program
6. Employed or self-employed full-time (thirty (30) hours or more weekly, (one hundred twenty (120) hours monthly) or earning the federal minimum wage multiplied by thirty (30) hours) per week

SNAP CERTIFICATION MANUAL – SECTION 3000

3300 Individuals to be Registered for Work

3320 General Work Requirement Exemption Priority

7. A student enrolled at least half-time in any recognized school, training program, or institution of higher education. The applicant must meet the student definition per SNAP 3290
8. Receiving Transitional Employment Assistance (TEA)

EXAMPLE: A household member is sixty-two (62) years of age and/or living with a disability. The general work requirement exemption assigned is for age.

EXAMPLE: A household member who receives Transitional Employment Assistance has a dependent child two (2) years of age. The general work requirement exemption assigned is for dependent care.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401 Failure to Comply with General Work Requirements

3400 Compliance with General Work Requirements

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Individuals subject to General Work Requirements (individuals) must:

1. Respond to any request from an eligibility worker for information regarding employment status or availability for work.
2. Accept a bona fide offer of suitable employment at a wage not less than the higher of the applicable state or federal minimum wage.
3. Continue employment at a suitable job.
4. Avoid voluntarily reducing their work effort to less than thirty (30) hours per week (one hundred twenty (120) hours per month).

An individual who is exempt from the General Work Requirement registration solely due to application for or receipt of unemployment benefits (see SNAP 3260) and who fails to comply with comparable Arkansas Workforce Connections (AWC) work registration requirements will be subject to sanction in the Supplemental Nutrition Assistance Program.

3401 Failure to Comply with General Work Requirements

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Failure to comply with General Work Requirements include:

- Refusal, without good cause, to accept an offer of employment at a site or plant that is not subject to a strike or lockout at the time of the refusal at a wage not less than the applicable federal or state minimum wage
- Refusal, without good cause, to provide sufficient information to allow a determination of employment status or job availability
- Voluntarily and without good cause, reducing one's work effort to less than thirty (30) hours per week (OR one hundred twenty (120) hours per month)
- Voluntarily quitting a job without good cause within thirty (30) days prior to the date of application or at any time while the individual who quit was participating in the Supplemental Nutrition Assistance Program

3401.1 Special Instructions for Voluntary Quits

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A voluntary quit is defined as the intentional departure of an employee from a suitable job without good cause. The voluntary quit provisions do not apply to changes in employment resulting from:

- Resignations recognized by the employer as retirement; or
- Termination of a self-employment enterprise; or

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3401.2 Verification of Voluntary Quit

- Resigning at the demand of the employer

3401.2 Verification of Voluntary Quit

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

When a loss of earned income is reported, the eligibility worker must verify the last date of employment and the last month's pay. Information provided by the household about the reasons for leaving employment must be verified if questionable.

The household has the primary responsibility for providing verification. However, in situations where it is difficult or impossible for the household to obtain the needed verification in a timely manner, the worker will help the household. Acceptable sources of verification include the previous employer, employee associations, union representatives, grievance committees, or other organizations that represent employees who are aggrieved.

The worker may substitute collateral contacts as described in the Glossary under "Collateral Contacts" when documentary evidence cannot be obtained.

The household will not be denied access to the Program when the requested verification cannot be obtained due to the circumstances surrounding the quit. Examples of such situations are:

1. Resignation from employment because of discriminatory practices or sexual harassment
2. Resignation due to unreasonable demands by an employer; or
3. Being unable to locate the employer

The case record will be thoroughly documented to reflect all efforts by the household and the eligibility worker to obtain the needed verification.

3410 Sanctions

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The following sanctions will apply to individuals who fail to comply with General Work Requirements including voluntary quits and intentional work reductions:

First Violation: The individual who failed to comply without good cause will be disqualified from receiving SNAP benefits for one (1) month or until they become exempt from the General Work Requirements.

Second Violation: The individual who failed to comply without good cause will be disqualified for six (6) months or until they become exempt from the General Work Requirements.

Third Violation: The individual who failed to comply without good cause will be disqualified for twelve (12) months or until they become exempt from the General Work Requirements.

The household's benefits may not increase as the result of a disqualification for failure to comply with General Work Requirements. See SNAP 1623.2 for instructions on calculating a budget when there is disqualified member. If all members are disqualified or if after sanctions are applied the household's income exceeds the maximum allowed for the eligible household members, the case will close.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3411 Good Cause

3411 Good Cause

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

It is not possible to enumerate each individual situation that should or should not be considered good cause for failure to comply with General Work Requirements. For this reason, the eligibility worker should consider all facts and circumstances including information provided by both the household and the employer when determining good cause. All facts and circumstances, including information submitted by the individual involved and the employer, will be considered in determining good cause.

Good cause includes circumstances beyond the household member's control. Examples of good cause include but are not limited to:

- A household emergency (this could include house fire, disaster or hospitalization of a household member that requires the individual to care for them. These are only examples and not an exhaustive list.)
- Illness
- Lack of transportation
- Lack of adequate childcare for children between six (6) years of age and twelve (12) years of age
- When agency determines that there is not an appropriate and available opening with the E&T program to accommodate the individual

Under no circumstances will an individual subject to the General Work Requirement be required to accept or be penalized for failure to accept or continue employment that is determined unsuitable. The case record must contain documentation of the reason the employment was determined unsuitable.

Employment will be considered unsuitable if:

1. The wages are less than the highest of:
 - The applicable Federal minimum wage; or
 - The applicable State minimum wage; or
 - Eighty percent (80%) of the Federal minimum wage if neither the Federal nor State minimum wage is applicable
2. The employment offered is on a piece-rate basis and the hourly yield the employee can reasonably be expected to earn is less than the applicable hourly wages specified above
3. The individual, either to be hired or to continue employment, is required to join, resign from, or refrain from joining any legitimate labor organization. This applies to situations where the prospective employer specifically prohibits membership, and to situations where the individual will not be able to retain his union membership if a nonunion job is accepted. A union member can be required to accept full-time, nonunion employment if they will not be dropped from the union rolls as a result or if they voluntarily drop their union membership.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3411 Good Cause

4. The employment offer is located at a site subject to a strike or a lockout at the time of the offer. This does not apply when the strike has been enjoined under S208 of the Labor Management Relations Act (29 U.S.C. 78, commonly known as the Taft Hartly Act), or when an injunction has been issued under Section 10 of the Railway Labor Act (45 U.S.C. 160).

Any other employment offered to a particular registrant will be considered suitable unless an individual can demonstrate, or the local office otherwise becomes aware that:

- The degree of risk to health and safety is unreasonable
- The individual is physically or mentally incapacitated (as established by documentary medical evidence or other documented and reliable information) to perform the employment
- Employment offered within the first thirty (30) days of registration is not in the individual's major field of experience
- The working hours or nature of employment interferes with the member's religious observances, convictions, or beliefs – for example a Sabbatarian could refuse to work on the Sabbath; or
- The distance between the individual's residence and the place of employment is unreasonable considering the expected wage and the time and cost of commuting. In any case, employment will not be considered suitable if daily commuting time exceeds two hours per day not including the transportation of a child to and from a childcare facility. Employment is also considered unsuitable if the distance from the individual's residence is not within reasonable walking distance and neither public nor private transportation is available.

When evaluating a voluntary quit, good cause may also be:

1. Acceptance of any bona fide offer of employment that subsequently fails to materialize
2. Resignation of a household member when another household member accepts an offer of employment resulting in a need for the household to relocate
3. Enrollment at least halftime in any recognized school, training program, or institution of higher education
4. Any resignation recognized by the employer as retirement
5. Discrimination by the employer based on age, race, sex, color, handicap, religious beliefs, national origin, or political beliefs
6. Work demands or conditions that render continued employment unreasonable such as, but not limited to, working without being paid on schedule
7. Employment that becomes unsuitable, as defined above, after the acceptance of such employment
8. Leaving a job in connection with a pattern of employment where a worker frequently moves from one employer to another – for example migrant farm labor or construction work.

There will be situations not specifically mentioned where the worker feels that there was good cause for a voluntary quit. In such situations the county office will seek policy interpretation through the normal chain of command. All such situations will be documented in the case record.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3412 Applying Sanctions

3412 Applying Sanctions

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

As soon as the agency learns of an individual's non-compliance, steps must be taken to determine if the individual is still subject to General Work Requirements and if good cause exists for the non-compliance. See SNAP 3411 for more information on good cause. If good cause exists, document the good cause in the case record and take no additional action. If it is determined that the non-compliance was without good cause, follow instructions in SNAP 3420 and 3430.

3413 Applying Sanctions at Voluntary Quit or Reduction of Work Hours

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

When a loss of earned income is reported at initial application, renewal, or as a reported change the worker must determine if sanctions are to be applied. Sanctions may be applicable when a household member voluntarily quits a job within thirty (30) days of the date of application or at any time while the individual is participating in the program.



NOTE: A federal, state or local government employee dismissed from a job as the result of a strike is considered to have voluntarily quit the job without good cause. Sanctions may be applicable when a household member voluntarily reduces their work effort to less than thirty (30) hours per week or one hundred twenty hours (120) hours per month.

Sanctions are also applicable when a voluntary quit or voluntary reduction in work hours occurs but is not reported in a timely fashion. This includes, but is not limited to the following instances:

- A voluntary quit or reduction in work hours occurs thirty (30) days or less before the date of application, is not reported at application and is discovered after application approval
- A voluntary quit or reduction in work hours occurs after the date of the initial application interview and is reported after the approval notice is issued
- A voluntary quit or reduction in work hours occurs while the household is participating but is not reported timely

The following steps must be completed to determine if a voluntary quit has occurred and if a sanction should be applied.

Step 1: Determine if the employment involved thirty (30) hours or more per week (one hundred twenty hours (120) hours per month) or provided weekly earnings are equivalent to the Federal minimum wage multiplied by thirty (30) hours. If yes, go to step 2. If no, the household will not be sanctioned.

Step 2: Determine if the member who quit is between sixteen (16) years of age and sixty-four (64) years of age. If this member is less than sixteen (16) years of age or sixty-five (65) years of age or older, a sanction will not be applied. If this member is between sixteen (16) years of age and sixty-four (64) years of age, go to step 3.

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3414 Applying Sanctions for Failure to Comply with AWC

Step 3: Determine if the member who quit or reduced work hours is subject to the General Work Requirements (see SNAP 3200-3290). If this member was exempt from the requirements at the time the quit occurred (excluding the exemption for employment) or is presently exempt, no sanction will be applied. If the member who quit is subject to the General Work Requirements, go to step 4.

Step 4: Determine if the quit or reduction in hours was for good cause (see SNAP 3411). If yes, the member will not be sanctioned. If no, the member will be sanctioned. See SNAP 3420 for the applicable sanction.

The sanction will apply only to the individual or individuals who failed or refused to comply with the General Work Requirement. The SNAP case will close if all individuals are sanctioned. The household's budget must be recalculated when a sanction is applied to an individual household member.

3414 Applying Sanctions for Failure to Comply with Arkansas Workforce Connections (AWC)

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

 **NOTE:** This policy will not apply in situations where AWC benefits are denied or suspended because a household member's employment was terminated by the employer. This policy will apply when a household member has failed or refused to meet an AWC requirement such as, but not limited to, failure to complete the mandatory job search.

When a worker becomes aware that entitlement to unemployment benefits have been denied or terminated or that Transitional Employment Assistance e has been reduced or terminated, the following steps will be taken:

Step 1: Determine if the member was exempt solely due to receipt of unemployment benefits or Transitional Employment Assistance. If the member is otherwise exempt from the General Work Requirements, no action will be taken. (For example, a member responsible for the care of a dependent child four (4) years of age fails to comply with a Transitional Employment Assistance work requirement. Since the member is exempt under the dependent care provisions, no sanction will be applied to the SNAP household.) If not, go to step 2.

Step 2: If the member was exempt solely due to receipt of unemployment benefits or Transitional Employment Assistance, determine if the registrant had good cause for failure to comply with the General Work Requirement. (See SNAP 3411 for an explanation of good cause.) If the member had good cause for failure to comply, no action will be taken. If not, go to Step 3.

Step 3: If the member did not have good cause, sanction the member. See SNAP 1623.2.

3420 When to Impose a Sanction

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At application, the sanction will be imposed effective with the month of application regardless of whether the application is approved or denied. For a participating household, a Notice of Action (DCO-0001) must be

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3430 Notices for General Work Requirement Non-Compliance

issued to the household at least ten (10) days prior to the imposition of a sanction (see SNAP 3430), giving the household adequate notice of an adverse action. Unless the household is in the last month of certification and has not been recertified, the sanction will be imposed beginning the month following the month in which the ten (10) day notice period expires.

EXAMPLE: A household is certified from July through December. On August 16th the eligibility worker becomes aware of a voluntary quit. On August 23rd, the worker takes action to apply the sanction by determining the reduced benefit amount and sending the advanced ten (10) day notice to the household. The notice expires on September 2nd. September 2nd. The disqualification period will begin in October, as October is the month following the month in which the ten (10) day notice period expired.

If the household is in the last month of certification and an application for renewal has not been approved, the sanction will be imposed beginning the first month of the certification period. This is true even when the household has not submitted an application for renewal.

EXAMPLE: A household is certified for July and August. On August 28th, the worker becomes aware of a voluntary quit. On August 31st, the worker approves the household's application for renewal but disqualifies the noncompliant member starting in September. A Notice of Action (DCO-0001) is sent so the household may be advised of the disqualification.

A *Notice of Action* (DCO-0001) must be sent when the agency becomes aware of the noncompliance with SNAP work requirements, even if the disqualification begins after the certification period has ended and the household has not renewed their benefits.

3430 Notices for General Work Requirement Non-Compliance

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A notice must be issued to the household within ten (10) days of establishing that any participating household member failed or refused to comply with a General Work Requirement without good cause. The notice must be sent at least ten (10) days before the effective date of the imposition of the sanction unless the household is in the last month of certification. If the household is in the last month of certification, the timing of the notice will depend on the case's status.

If the household has submitted an application for renewal that has already been approved, a *Notice of Action* (DCO-0001) must be issued to the household at least ten (10) days prior to the imposition of a sanction, giving the household adequate notice of an adverse action. If the household has submitted an application for renewal that has not yet been approved, the sanction will be imposed before action is taken on the renewal and a *Notice of Action* (DCO-0001) will be issued to explain the effects of the sanction.

Even if no renewal has been submitted, a *Notice of Action* (DCO-0001) must be issued to the household to explain the sanction period and the effects of the sanction

If the household is composed entirely of noncompliant members, the notice will specify:

1. That the entire household is being sanctioned and the household's case is being closed
2. Why the household is being sanctioned

SNAP CERTIFICATION MANUAL – SECTION 3000

3400 Compliance with General Work Requirements

3440 Avoiding or Ending a Sanction

3. When the sanction will be imposed
4. The months to be included in the sanction
5. Any action which the household may take to avoid the sanction (See SNAP 3411); and
6. The right to a fair hearing

If only the individual who failed to comply is to be sanctioned, the notice will specify:

1. That only one member is being sanctioned
2. Why this member is being sanctioned
3. How this sanction will affect the household's SNAP benefit amount (See SNAP 1623.2)
4. When the sanction will be imposed
5. The months to be included in the sanction
6. Any actions which the member may take to avoid the sanction; and
7. The right to a fair hearing

3440 Avoiding or Ending a Sanction

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A disqualification due to failure to comply with a General Work Requirement may be avoided or ended if the individual becomes exempt from work registration.

3441 Ending a Sanction When Household Composition Changes

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

See SNAP 3410 for an explanation of the sanctions imposed for failure to comply with General Work Requirements.

If a sanctioned member leaves a household, the member's income and/or resources will be dropped from the original household's SNAP budget. The member who refused or failed to comply continues to be sanctioned. If they join another household, they will continue to be sanctioned for any months remaining in the original sanction period. See SNAP 1623.2 for instructions on handling the income and resources of ineligible household members.

3442 Reestablishing Eligibility

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

After the sanction has ended, eligibility for a one (1) person household may be re-established with a new application. By reporting a change with an open SNAP case, a sanctioned household member may be permitted to resume participation effective the month following the last month of the sanction if otherwise eligible. A sanctioned individual may be permitted to resume participation during the sanctioned period (if otherwise eligible) by becoming exempt from the General Work Requirements.

3500 The SNAP Requirement to Work (RTW)

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

SNAP participants who do not meet an exemption to the General Work Requirements are considered to be subject to the SNAP Requirement to Work (RTW) and are referred to as Able-Bodied Adults Without Dependents (ABAWDs). ABAWDs must meet all the general SNAP work and eligibility requirements as well as additional requirements to continue receiving SNAP benefits beyond a three (3) month time limit.

 **NOTE:** The Requirement to Work is an **additional** work requirement that is separate from the General Work Requirements, which include the following: registering for work, participating in SNAP E&T to the extent assigned, accepting suitable offers of employment, and avoiding voluntarily quitting a job or reducing work hours below thirty (30) hours per week (or one hundred twenty hours (120) per month) without good cause. See SNAP 3412 for applying sanctions if a SNAP participant fails to comply with these requirements. However, no SNAP participant who is exempt from the General Work Requirements as listed in SNAP 3100 will be subject to the Requirement to Work.

Unless exempt from the RTW, discussed in SNAP 3502, Able Bodied Adults Without Dependents (ABAWDs), or able-bodied adults, are ineligible to receive SNAP benefits if, during a designated three-year period, they received SNAP benefits for at least three (3) months (consecutively or otherwise) while they did not:

- Work at least twenty (20) hours per week (or an average of eighty (80) hours a month). Work can be for pay, for goods or services (for something other than money), unpaid, or as a volunteer; or
- Participate in and comply with a Workforce Innovation and Opportunities Act (WIOA) Program (see Note 1 below); or
- Participate in a SNAP Employment and Training (E&T) Program twenty (20) hours per week (or an average of eighty (80) hours a month unless the individual is assigned to Work Experience (see Note 2 below); Participate in an Employment and Training Program for Veterans that is operated by Department of Labor or Department of Veterans Affairs; or
- Participate in an Employment and Training Program, other than a job search or job search training program, operated or supervised by the State or political subdivision of the State that meets standards approved by the Governor. The program may contain job search or job search training as a subsidiary component as long as such component is less than half the requirement; or
- Participate in and comply with a Workfare Program (see Note 2 below); or
- Participate at least half-time (as defined by the program) in a recognized refugee training program approved, funded, or operated by the Office of Refugee Resettlement (ORR) under Section 236 of the Trade Adjustment Act of 1974.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3501 Waivers

 **NOTE 1:** WIOA is a qualifying component for an Able-Bodied Adult, therefore if the individual is participating in any WIOA component, they are considered to meet the RTW.

 **NOTE 2:** For E&T Work Experience and Workfare Programs, the household's obligation of work hours required to meet the RTW will be calculated by dividing the household's authorized monthly SNAP benefit amount (before recoupment) by the current state or federal minimum wage, whichever is greater. Fractions are rounded down.

An individual who is self-employed and works at this enterprise for an average of eighty (80) hours per month or more, meets the RTW. There is no requirement that the self-employment enterprise show a profit. The decision of whether an individual is self-employed will be made on a case-by-case basis. See SNAP 5600 for general explanation of what a self-employment enterprise is. When an individual declares that they are self-employed but maintains no records of their income and expense, the eligibility worker may ask for some type of collateral verification. These verifications could include collateral contact, *Odd Job Income Expense Record* (DCO-0096) or Schedule C. For example, if an individual claims to be self-employed collecting and selling cans, the household may be asked to furnish a collateral contact from the company or person who buys the cans.

The definition for working to meet RTW means:

- Work in exchange for money
- Work in exchange for foods or services
- Unpaid work; or
- Any combination of the above.

An individual who receives in-kind benefits for work is considered to be compensated.

EXAMPLE: An individual works twenty (20) hours each week in a coin laundry. In return, the individual is allowed to live in an apartment above the laundry free of charge. This person meets RTW.

Anyone who is currently employed by a company or an individual and who works at least eighty (80) hours per month has complied with RTW. For individuals subject to the time limit who are fulfilling the work requirement by working, by combining work and participation in a work program, or by participating in a work program that is not operated or supervised by the State, the individual's work hours must be verified. The eligibility worker must also verify the number of countable months that were used in another state if there is evidence that the individual participated in SNAP in the other state. The State Agency may use information received from the other state as verified information.

3501 Waivers

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The State of Arkansas is currently not under a waiver and RTW applies as of January 1, 2016. The U.S. Department of Agriculture, Food and Nutrition Service, may grant permission for states to waive the SNAP (RTW) in certain areas where the current unemployment rate is higher than ten percent (10%).

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.3 Assignment of Discretionary Exemptions

3502 RTW Exemptions

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The following individuals are exempt from the RTW:

1. Anyone seventeen (17) years of age or younger
2. Anyone sixty-five (65) years of age or older
3. Anyone Medically certified as physically or mentally unfit for employment. This includes any individual who:
 - Provides a statement from a physician, licensed psychologist or other licensed healthcare provider indicating the cause of the disability and anticipated duration of the disability. A statement that does not provide the anticipated duration of disability may be accepted but will be valid for no longer than six (6) months.
 - The incapacitation may be obvious and would not require verification or certification.
4. An individual has responsibility for dependent child under fourteen (14) years of age who resides in the SNAP household. The able-bodied adult must be responsible for or have parental control of this dependent child to receive this exception.
5. Anyone who is pregnant. This exemption covers all trimesters of pregnancy.
6. An Indian or an Urban Indian (as per PL 119-21 signed into law July 4, 2025). Acceptable verifications include Tribal Enrollment/Membership card, Certificate of Degree of Indian Blood (CDIB), Letter from the US Department of Health and Human Services, Letter from Tribe, or other acceptable information.
 - Indian is defined as any person who is a member of an Indian tribe.
 - An Indian Tribe is defined as any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or group or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act, which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.
 - Urban Indian is defined as any individual who resides in an urban center and who meets one (1) or more of these four (4) criteria:
 - Regardless of whether they live on or near a reservation, is a member of a tribe, band, or other organized group of Indians, including those tribes, bands or groups terminated since 1940 and those recognized now or in the future by the State in which they reside, or who is a descendant, in the first (1st) or second (2nd) degree, of any such member; or
 - Is an Eskimo or Aleut or other Alaska Native; or

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.3 Assignment of Discretionary Exemptions

- Is determined to be an Indian for any purpose under regulations promulgated by the Secretary of the Interior; or
 - Is determined to be an Indian under regulations promulgated by the Secretary of Health and Human Services
7. A California Indian is an individual who is (as per PL 119-21 signed into law July 4, 2025.)
- A member of a federally recognized Indian Tribe
 - Are a descendant of an Indian who was residing in California on June 1, 1852, if such descendant;
 - Is a member of the Indian community served by a local program of the Indian Health Service; and
 - Is regarded as an Indian by the community in which such descendant lives
 - Are an Indian who holds trust interest in public domain, national forest, or reservation allotments in California; or
 - Are an Indian of California who is listed on the plans for distribution of the assets of rancherias and reservations located within the State of California under the Act of August 18, 1958, and any descendant of such an Indian.
8. Is otherwise exempt from work registration as outlined at SNAP 3200. Individuals sixty (60) to sixty-four (64) years of age must qualify for an exemption that is not based on age to be exempt from the Requirement to Work.

3502.1 Discretionary Exemptions

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

FNS provides for each State Agency an allotted number of discretionary exemptions equal to a percentage of the State's SNAP participation caseload. The State Agency may use these exemptions to extend SNAP eligibility to individuals who are no longer eligible to participate in SNAP due to the three (3) month Able-Bodied Adult RTW time limit. Discretionary exemptions allow certain individuals an opportunity to establish or to re-establish themselves into the community, and may be assigned to the following groups:

- Individuals who are currently in Foster Care
- Individuals who are in Domestic Violence Shelters.

Individuals who are currently in Foster Care or Domestic Violence Shelters may be exempt from the RTW until they exit Foster Care or the Domestic Violence Shelter.

Discretionary exemptions are granted to one able-bodied adult for one (1) month. The decision to exempt an individual from RTW must be documented in the case record.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.3 Assignment of Discretionary Exemptions

3502.3 Assignment of Discretionary Exemptions

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee **and merged with SNAP 3502.1** .

3503 Able-Bodied Adult Work Requirements

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted and merged with SNAP 3500

3510 Establishing the RTW Three (3) Year Compliance Period

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted and moved to SNAP 3511

3511 Three (3) Year Compliance Period

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

(3)-year RTW compliance period runs continuously regardless of whether the individual participates in the Supplemental Nutrition Assistance Program.

The state has elected to use a fixed time period of three (3) years. The three (3) year period started on January 1, 2016, and runs continuously for three (3) years even if there are breaks in the individual's SNAP participation. At the end of the three (3) year period, the count is reset, and a new compliance period will begin.

EXAMPLE 1: An individual applies for SNAP on January 4, 2025. Their three (3)-year compliance period began on January 1, 2025, and runs continuously through December 31, 2027 (three years). A new three (3)-year compliance period will begin on January 1, 2028.

EXAMPLE 2: An individual applies for SNAP on May 18, 2025. Their three (3)-year compliance period began on January 1, 2025, and runs continuously through December 31, 2027 (three years). A new three (3)-year compliance period will begin on January 1, 2028.

3512 Countable Months

SNAP Manual ??/??/????

A countable month is any month in which an Able-Bodied Adult Without Dependents (ABAWDs) receives a full month of SNAP benefits. Any months that a household received partial month's benefits, including prorated and retroactive benefits unless the retroactive months are not prorated, are not included in the three (3)-month requirement. State Agencies must track countable months over the three (3)-year period even if there are breaks in an able-bodied adult's participation.

EXAMPLE: John applies for SNAP on January 2, 2025. He received SNAP benefits for January. Since January was a partial month, it will not be counted as a participating month for RTW purposes. The three (3)-month count for John begins February 2025 and ends April 2025.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3502.3 Assignment of Discretionary Exemptions

Beginning May 2025, John is no longer eligible for SNAP benefits since he has received three (3) full

Proposed

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3512 Countable Months

months of benefits without meeting an exemption. He will remain ineligible until December 31, 2027, unless he later meets an exemption or can reestablish eligibility by meeting the RTW.

The following chart provides an explanation of John's RTW Status:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025	P	M1	M2	M3	I	I	I	I	I	I	I	I
2026	I	I	I	I	I	I	I	I	I	I	I	I
2027	I	I	I	I	I	I	I	I	I	I	I	I

W = Working at least 20 hours; **ET** = Participating in qualifying work activity; **B1, B2, B3** = Bonus months; **M1, M2, M3** = Countable month; **N** = Not participating in SNAP; **I** = Ineligible for SNAP because ABAWD does not meet work requirements and has used countable months. **P**=Partial month of benefits. **EX** = Exemptions.

EXAMPLE: It's now July 2025 and John reapplies for SNAP benefits. We discover that he has a temporary disability due to a surgery he had earlier this month. His doctor provided a statement that he will be able to return to work on October 1, 2025.

Since John now meets an exemption due to a disability, he can receive SNAP benefits for July-August-September-October 2025 (he will become ineligible the month after it has been established that the disability has ended). John will not be eligible for SNAP benefits again until January 2028 because he has already exhausted his three (3) months out of thirty-six (36) months based on the date established back in January 2025. He can only be eligible before January 2028 if he meets another RTW exemption or complies with the RTW.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025	P	M1	M2	M3	I	I	I	I	I	I	I	I
2026	I	I	I	I	I	I	EX	EX	EX	EX	I	I
2027	I	I	I	I	I	I	I	I	I	I	I	I

W = Working at least 20 hours; **ET** = Participating in qualifying work activity; **B1, B2, B3** = Bonus months; **M1, M2, M3** = Countable month; **N** = Not participating in SNAP; **I** = Ineligible for SNAP because ABAWD does not meet work requirements and has used countable months.

P=Partial month of benefits. **EX** = Exemptions.

For individuals who have been living in another state, the RTW compliance period will be the same as if they were residing in the State of Arkansas. Verification of their participation in SNAP in the state in which they resided is required prior to the individual's certification to receive SNAP benefits in Arkansas.

EXAMPLE 1: Sally lived in Hawaii until June 13, 2025, then she moved to Arkansas and applied for SNAP. She received SNAP benefits in Hawaii for the months of January, February and March 2025

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3512 Countable Months

and was subject to the RTW in Hawaii and met no exemptions. Since Sally has already received three (3) months of benefits from another state while not meeting an exemption, she is not eligible for SNAP in Arkansas until she meets an RTW exemption, complies with RTW, or a new three (3)-year compliance period begins.

EXAMPLE 2: Bob lived in Arkansas January through June 2025 and received SNAP benefits. He was subject to the RTW and had a three (3) year compliance period established beginning January 1, 2025. He received three (3) countable months for January through March 2025. Bob moved out of the state and returned in July 2026. He applied for SNAP benefits and does not meet the RTW or any exemption. Since Bob has already received three (3) months in the three (3) year compliance period, he will not be eligible until he does meet an RTW exemption, complies with RTW, or a new three (3) year compliance period begins.

For individuals added to existing SNAP cases, the eligibility worker will verify any previously countable months within the current three (3) year compliance period before the individual may be added to the existing SNAP case. If an individual moves from one household to another, any countable months within the current compliance period will move with the individual.

The chart below describes when to begin considering the three (3) countable months when an exemption changes or when an individual is added to an existing SNAP case.

Situation	RTW Compliance Period
Individual turns 18.	The month after the 18th birthday.
Individual's dependent turns 14 or all dependent children leave the home.	The month after the child turns 14 or leaves the home.
Individual no longer disabled.	The month after it has been established that the disability has ended.
Woman no longer pregnant but there is not a dependent child in the home.	The month after the woman becomes able to work.

Any period of participation in SNAP while an individual is exempt from the RTW will not count toward the individual's three (3) month participation limit. However, once a thirty-six (36) month compliance period has been established it runs continuously even if the individual later becomes exempt from the RTW and then loses that exemption.

EXAMPLE: On May 25, 2026, Sara applies for SNAP. Sara's three (3) year compliance period began on January 1, 2025. Her application is approved the same day, and she receives a prorated benefit amount for May. May does not count toward her three (3) months in three (3) years count. In July 2026, she reports that she is pregnant, therefore she meets an exemption. In August 2026, she reports that she miscarried, and she is released to return to work on September 1, 2026. Sara no longer meets an exemption, and she is not meeting the RTW. Sara used 1 month in June 2026. She was exempt for July and August and used two (2) months in September and October. Unless Sara becomes eligible by meeting an exemption or complying with the RTW she is not eligible to participate in SNAP again until January 1, 2028.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3520 Establishing Good Cause

The following chart provides an explanation of Sara's RTW Status.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025	N	N	N	N	N	N	N	N	N	N	N	N
2026	N	N	N	N	P	M1	EX	EX	M2	M3	N	I
2027	I	I	I	I	I	I	I	I	I	I	I	I

W = Working at least 20 hours; **ET** = Participating in qualifying work activity; B1, B2, B3 = Bonus months; **M1, M2, M3** = Countable month; **N** = Not participating in SNAP; **I** = Ineligible for SNAP because ABAWD does not meet work requirements and has used countable months.
P=Partial month of benefits. **EX** = Exemptions.

3520 Establishing Good Cause

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

If an Able-Bodied Adult Without Dependents (ABAWD) circumstances change in a way that potentially causes them to lose their eligibility, good cause must be determined. The eligibility worker should consider all facts and circumstances including information provided by both the household and/or the employer when determining good cause.

- If the individual would have worked twenty (20) hours/week (or an average of eighty (80) hours per month) but missed work for a good cause, the individual would be considered to have met the work requirement if the absence from work is temporary and they intend to return to work.

Good cause includes circumstances beyond the household member's control, such as, but not limited to illness, household member illness requiring the presence of the member, household emergency, or the unavailability of transportation.

- The individual is considered to have met the work requirement if the circumstance is temporary and they intend to return to work, including lack of transportation.

Good cause will be determined on a case-by-case basis.

3530 Disqualifying Individuals Who Fail to Comply

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At application, renewal, or reported change, the eligibility worker must evaluate the Requirement to Work (RTW) status of all nonexempt household members. See SNAP 3502 for an explanation of RTW exemptions. Any nonexempt member who has participated in the Supplemental Nutrition Assistance Program for three (3) months, consecutive or not, since the beginning of three (3) year RTW compliance period without meeting the RTW will be ineligible to participate in the Supplemental Nutrition Assistance Program.

If the individual who is disqualified due to failure to comply with the Requirement to Work (RTW) is the only household member, the SNAP case will be closed. If other household members remain eligible, the instructions in SNAP 1623.2, will be used to determine the household's monthly SNAP benefit amount. The

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3531 Evaluating RTW Status

disqualification will continue until the end of the designated three (3) year period or until the member regains eligibility (see SNAP 3520-3530).

3531 Evaluating RTW Status

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The following checklist may be used to evaluate exemption from or complying with the Requirement to Work (RTW).

Step 1: Identify RTW/Able-Bodied Adult Without Dependents (ABAWD) Individuals:

Use the checklist below to help determine RTW/ABAWD status for each household member between and including the ages of eighteen (18) to sixty-four (64). Members seventeen (17) years of age or younger or sixty-five (65) years of age or older are not subject to RTW or the time limit or any penalty:

If a “YES” is answered to any of the questions below, that individual is exempt from the RTW.

- ☐ Is this individual exempt from General Work Requirements and not between sixty (60) to sixty-four (64) years of age? (See SNAP 3200)
- ☐ Is the able-bodied adult responsible for a dependent child under fourteen (14) years of age who resides in the SNAP household?
- ☐ Is this individual mentally or physically unable to work? (If so, request a statement from a healthcare provider. This should only be requested if it is not obvious.)
- ☐ Is this individual pregnant? (self-attestation acceptable)
- ☐ Does this individual belong to one of the following groups: Indian, Urban Indian or California Indians (as these terms are defined by the Indian Health Care Improvement Act)?

If the answer to any of the questions below is “YES,” the individual is complying with the RTW.

- ☐ Is this individual already working at least twenty (20) hours per week (or an average of (80) hours per month)? Work can be for pay, for goods or services (for something other than money), unpaid, or as a volunteer.
- ☐ Is this individual participating in a work program for at least eighty (80) hours per month?
- ☐ Is this individual doing a combination of work and/or a work program at least twenty (20) hours per week (or an average of eighty (80) hours/month)?

If none of the above are checked and the individual has already received the three (3) countable months, go to Step 2:

Step 2: Client is not eligible until they comply with RTW and must be notified with a Notice of Action.

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3532 Notices for Non-Compliance with the Requirement to Work

3532 Notices for Non-Compliance with the Requirement to Work

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

If any member is disqualified for failure to comply with the RTW, the household will be notified via a DCO-0001 *Notice of Action*, and the notice will include:

- Why the member has been disqualified
- When the disqualification will be imposed
- Period of disqualification
- How the member may comply with the RTW
- Who is exempt from the RTW
- Right to fair hearing

3540 Regaining Eligibility

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Individuals who have used their three (3) countable months may regain eligibility at any time by:

- Verifying that they are meeting one of the requirements: work an average of eighty (80) hours per month, participate in a work program or a qualifying Employment and Training component, a qualifying combination of the first two (2), or will meet an exemption within the thirty (30) days after application. The client must provide verification that they are meeting the requirement or must wait until the three (3) year period ends to receive benefits.

SNAP eligibility may be regained for an additional three (3) countable Bonus months (months must be consecutive) if during a thirty-day period the individual has eighty (80) hours of work within a thirty (30)-day period.

3540.1 Meeting an Exemption

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Individuals who have used their three (3) countable months may regain eligibility at any time by meeting an exemption from the RTW. See SNAP 3502 for a list of individuals who are exempt from RTW.

3540.2 Three Consecutive Bonus Months

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Individuals who have already received three (3) countable months during the current thirty-six (36) month RTW compliance period may be eligible for three (3) bonus months if they worked eighty (80) hours or more during any thirty (30) day consecutive day period. The individual must meet the following criteria to receive bonus months:

- The ABAWD must have gained eligibility but is no longer fulfilling the work requirement.
- If the individual was working, the consecutive three (3) bonus months must start when the

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3540.3 Qualifying Work Activity

participant notifies the State agency that they are no longer meeting the Requirement to Work.

- If the individual was participating in a work program, the consecutive three (3) bonus months must start when the State determines the ABAWD is no longer in compliance.
- The ABAWD must not have received an additional three (3) consecutive bonus months more than once in the same three (3) year period.

The three (3) additional bonus months must be used consecutively.

EXAMPLE: Bill applied for SNAP on October 10, 2025, and is determined meet requirements for expedited SNAP benefits. October is not a countable month since he only received a partial benefit amount.

On November 3, 2025 Bill is recertified; however, he reports he is now working twenty (20) hours/week making minimum wage/hour. Since he meets RTW then he will be eligible to participate in SNAP.

In February 2026, Bill's case closed because he failed to complete his renewal. He reapplies for SNAP on July 2, 2026, and reports that he is no longer working and meets no other exemption. Bill receives a partial month of benefits in July and full benefits for August-September-October. He has received his three (3) countable months as of October 2026. However, he's eligible for three (3) consecutive bonus months of November, December and January because he had eighty (80) hours of work for thirty (30) consecutive days within the compliance period.

His case will close effective February 2027, and he will be ineligible until January 2028 unless he complies with the RTW or meets an exemption.

The following chart provides an explanation of Bill's RTW Status:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025	N	N	N	N	N	N	N	N	N	P	W	W
2026	W	W	N	N	N	N	P	M1	M2	M3	B	B
2027	B	I	I	I	I	I	I	I	I	I	I	I

W = Working at least 20 hours; ET = Participating in qualifying work activity; B1, B2, B3 = Bonus months; M1, M2, M3 = Countable month; N = Not participating in SNAP; I = Ineligible for SNAP because ABAWD does not meet work requirements and has used countable months. P=Partial month of benefits. EX = Exemption; B=3 Consecutive Months Bonus

3540.3 Qualifying Work Activity

SNAP Manual **Effective upon approval by Arkansas Legislative Council Executive Subcommittee**

The household must notify DHS when a disqualified individual goes to work or otherwise meets RTW. The household is the primary source of information about any member meeting RTW. The worker must determine compliance within ten (10) days from the date of the reported change. If the individual has

SNAP CERTIFICATION MANUAL – SECTION 3000

3500 The SNAP Requirement to Work (RTW)

3540.3 Qualifying Work Activity

complied with the RTW or has met an exemption, then the individual will be eligible to participate.

If during a thirty (30) day period, the individual has:

- Worked at least eighty (80) hours per month
- Participated in and complied with a Workforce Investment Opportunity Act (WIOA) Program eighty (80) hours per month
- Participated in qualifying Employment and Training (E&T) Program components
- Participated in and complied with a Workfare Program
- Participated and complied with a program under section 236 of the Trade Adjustment Act of 1974
- Participated and complied with a program under section 236 of the Trade Adjustment Act of 1974 at least half-time (as defined by the program) in a recognized refugee training program approved, funded, or operated by the Office of Refugee Resettlement (ORR)

EXAMPLE: Judy applied January 3, 2025, and received SNAP for January. She participated in a qualifying RTW activity for February, March and April and reported she went to work in May and worked through August 2025. Judy's case closed on September 1, 2025. She did not participate in SNAP from September through December 2025. She reapplied on January 15, 2026, and received a partial month of benefits for January. January did not count as one (1) of her three (3) months. She received February, March and April which counted as her M1, M2 & M3. We verified that she had eighty (80) hours of work within thirty (30) days in May through August 2025, therefore she is eligible for three (3) consecutive Bonus Months for May-July 2026. She is ineligible effective September 2026 until January 1, 2028, unless she meets an exemption, or she participates in RTW.

She reapplies on November 4, 2026, and she verifies that she has participated with a WIOA (Workforce Innovation and Opportunity Act) program through Arkansas Workforce Connections for the past thirty (30) days. Judy becomes eligible at application and may participate as long as she complies with RTW.

The following chart provides an explanation of Judy's RTW status.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Year 1	P	WIOA	WIOA	WIOA	W	W	W	W	N	N	N	N
Year 2	P	M1	M2	M3	B1	B2	B3	I	I	I	WIOA	WIOA
Year 3	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA	WIOA

W = Working at least 20 hours; **ET** = Participating in qualifying work activity; **M1, M2, M3** = Countable month; **B1, B2, B3** = Bonus months; **N** = Not participating in SNAP; **I** = Ineligible for SNAP because ABAWD does not meet work requirements and has used countable months; **P**=Partial month of benefits. **EX** = Exemptions. **WIOA**=Workforce Innovation and Opportunity Act

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610 Registration

3600 SNAP E&T Programs

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The Food and Nutrition Act of 2008 requires all states to operate an Employment and Training (E&T) Program to gain skills, training, work, or experience that will increase their ability to obtain regular employment and meet State or local workforce needs. Participation in the SNAP E&T Program is voluntary. No individual will be penalized for failure or refusal to participate in the SNAP E&T Program.

Clients who are referred to the E&T Program may participate in one (1) or more of the following components:

Independent Job Search – Participants make a pre-determined number of inquiries to prospective employers over a specified period.

Job Search Training – Participants undergo a job skills assessment. Resume development, interview coaching and job leads may be provided. Skills testing may be conducted.

Participants may be provided employment counseling, motivational techniques, and effective job search methods and instructions in a group setting. Participants may be assigned an employment counselor or case manager who works with the participant on a one-to-one basis.

 **NOTE:** Placement in Independent Job Search and Job Search Training are not qualifying components on their own and must not be combined to meet the total hours needed to meet the E&T requirement. Each can only account for less than half the total hours needed to meet the requirement for able bodied adults.

Education – Participants may be enrolled in education programs or activities designed to help the participant improve basic skills including reading and math, acquire a high school diploma or GED, learn the English language, or gain occupational skills including but not limited to work keys and self-guided computer-assisted learning programs. Participants may also be enrolled in programs such as, but not limited to, certified nursing assistant training or post-secondary vocational training.

 **NOTE:** Placement in a post-secondary component is limited to twenty-four (24) months.

Work Experience– Participants participate in unpaid or subsidized work experience or on-the- job training to prepare them for unsubsidized employment.

On the Job Training—Participants receive training that provides knowledge or skills pertaining to a specific job. Under OJT, participants can be hired by a private or public employer and will be paid at the same rate as other employees performing the same or similar jobs.

Job Retention—Participants who find employment, which makes them ineligible for the E&T program, will be placed in the Job Retention Component for a period of ninety days commencing when employment is verified.

3610 Registration

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3610.1 Establishing If E&T Is Appropriate

3610.1 Establishing If E&T Is Appropriate

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted

3620 E&T Program Referral

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Section deleted

3622 Provider Determination

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A provider determination is when an E&T provider determines that an E&T participant is not a good fit for a particular E&T component. Only the E&T provider has the authority to determine if an individual is not a good fit for the E&T component at any point between the time an individual is referred to an E&T component until completion of the component.

The State agency is responsible for ensuring all E&T providers are informed of their authority and responsibility to determine if an individual is not a good fit for a particular E&T component. Such determinations shall be referred to as provider determinations. The E&T provider must notify the State agency of the provider determination within ten (10) days of the date the determination is made. This notification must include the reason for the provider determination. If an E&T provider finds an individual is not a good fit for one (1) component offered by the E&T provider, the provider may switch the individual to another component and inform the agency of the new component without need for the agency to act further on the determination.

The E&T provider may also provide input on the most appropriate next step for the individual with a provider determination. If the State agency is unable to obtain the reason for the provider determination from the E&T provider, the agency must continue to act on the provider determination.

3622.1 State Agency Response to Provider Determination

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

When the agency receives notification that an individual has received a provider determination, and the individual is not exempt from the work requirement, the agency must:

- Notify the E&T participant, within ten (10) days of receiving notification from the E&T provider, of the provider determination. This notification will:
 - Explain what provider determination is
 - Explain next steps that the agency will take as a result of the provider determination
 - Explain that the individual is not being sanctioned as a result of the provider determination
- Re-screen the individual for participation in the SNAP E&T program
- Provide the individual with information about workforce partnerships. Reassess the individual for any mental or physical impairments

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3630 Reimbursement/Payments

- If the individual is found to be physically or mentally unfit, the individual will be exempt from the work requirement.

If the participant is an ABAWD and has received a provider determination, the individual must be notified that they will accrue countable months toward their three (3) month participation time limit. The months will begin to accrue the next full benefit month after the month during which the participant has been notified of the provider determination, unless the individual fulfills the work requirements, has good cause, or is otherwise exempt.

The participant may be notified verbally or in writing, and the eligibility worker must document when the notification occurs in the participant's case file.

3630 Reimbursement/Payments

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Each E&T participant will be eligible to receive reimbursement for transportation necessary to enable the individual to comply with required component activities. Reimbursement for transportation will be based on actual expenses (for example mileage to and from the SNAP E&T service component site) of the current allowable state mileage reimbursement rate or the actual costs (for example for bus service or transportation provider) whichever is greater but not to exceed the maximum of nine hundred dollars (\$900) per fiscal year per participant.

E&T reimbursements for transportation may include transportation costs such as:

- Bus tokens
- Gas vouchers
- Prepaid gas cards
- Automobile repairs
- Carpools
- Mileage reimbursements
- Taxicab services
- Contracts with private entities, such as transit providers who provide shuttle services
- Purchase of tires or automobile batteries
- Driver license fees (including renewals)

Other expenses related to E&T Program participation may be reimbursed when necessary, and reasonable for participation in the E&T program. These requests must be handled on a case-by-case basis and may include:

- GED test payments, uniforms, personal safety items, or other necessary equipment, and books or training manuals
- Suitable clothing for job interviews
- Licensing and bonding, or background check fees for a work experience placement
- Vision needs (such as eyeglasses and eye exams)

SNAP CERTIFICATION MANUAL – SECTION 3000

3600 SNAP E&T Programs

3631 Transportation Reimbursement Payments

Total annual E&T reimbursement may not exceed nine hundred dollars (\$900) per fiscal year per participant. This includes both transportation costs and other costs. This reimbursement will not be counted as income in the SNAP budget (see SNAP 5411).

Questionable claims for reimbursement should be referred to the SNAP E&T Program Manager for resolution.

3631 Transportation Reimbursement Payments

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Each month that an E&T Program participant incurs a transportation expense, the E&T Program participant must complete and submit a *Travel Reimbursement Documentation* (DCO-0243) form.

If public transportation is used, a copy of the bus ticket or a receipt should be attached. If the participant pays another individual to furnish transportation, that individual must provide a signed statement indicating the dates on which transportation was provided and the amount paid for the transportation.

3640 Information Supplied to DHS by the Provider

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

When an E&T Provider becomes aware that an E&T Program participant has gone to work, the provider worker will notify the State Agency via an *Employment/Income Change* task from SNAP Works. The E&T Provider will transmit this information within ten (10) days of the reported change. This information will be processed according to the household's reporting requirements.

3650

SNAP Manual 06/01/2005

Section deleted 06/01/2005

SNAP CERTIFICATION MANUAL – SECTION 5000

5100 Income - Summary

5411 Reimbursements

5411 Reimbursements

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Payments which cover past or future expenses are excluded as income if the payment does not exceed the actual expense and does not represent a gain or benefit. This does not apply to reimbursements for normal living expenses such as rent, utilities, personal clothing, etc.

 **NOTE:** No portion of a TEA cash assistance payment will be excluded as a reimbursement for past or future expenses.

To be excluded, the payment must be for a specifically identified expense and used for the purpose intended. Any portion of the payment that exceeds the actual incurred expense or covers normal living expenses is considered income. A payment is not considered excessive unless the provider or the household indicates the amount is excessive. When a payment covers several expenses, each expense does not have to be separately identified provided the payment covers only normal living expenses.

Some, but not all, excludable reimbursements are listed below.

1. Reimbursements or flat allowances for job related expenses such as travel, per diem, uniforms, or transportation to and from a job or a training site.
2. Reimbursements for out-of-pocket expenses incurred by volunteers during the course of volunteer work.
3. Medical or dependent care reimbursements.
4. Reimbursements received by households to pay for services provided by Title XX of the Social Security Act.
5. Utility reimbursements made by the Department of Housing and Urban Development (HUD) or third-party energy assistance payments (for example, LIHEAP) do not count as income if the SNAP household contains an aged or disabled member. If the household does not contain an aged or disabled member, the third-party energy assistance payments will count as income for SNAP.

See SNAP 5714 for information about handling reimbursements for normal living expenses.

6600 The Excess Shelter Deduction

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The excess shelter deduction is the amount of the household's allowable shelter costs in excess of fifty percent (50%) of the household's adjusted SNAP income. The excess shelter deduction must be calculated after the household's adjusted SNAP income has been determined. The household's adjusted SNAP income is their income after all other allowable deductions, such as earned income, standard, dependent care, child support, and medical. To apply the deduction, one-half (1/2) of the adjusted SNAP income must be calculated. Then, this figure is subtracted from the household's total shelter costs. The result is the household's excess shelter.

Unless the household contains a person sixty (60) years of age or older or individuals living with a disability, the shelter deduction cannot exceed a maximum allowable figure. See the Standards Appendix (Appendix D) for this figure. See the Glossary definition of "Age 60 or Older/Individuals with Disabilities." Households with a person sixty (60) years of age or older or individuals living with a disability may deduct all shelter costs in excess of fifty percent (50%) of their adjusted SNAP income.

6610 Allowable Shelter Costs

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

A shelter is defined as a household's principal place of residence. Shelter costs are only deductible if the service is provided by someone outside of the household and the household makes a monetary payment for the service. Allowable shelter costs are listed below:

1. Continuing charges for the shelter occupied by the household

The cost of rent or continuing charges leading to the ownership of the shelter occupied by the household are allowable when the household incurs such costs. This includes, but is not limited to, the cost of mortgage payments, condominium or association fees, payments of liens against the property (e.g. second mortgages made to repair the home or personal loans made using the property as collateral), or payments on loans for the purchase of a mobile home. Interest costs for all such payments will also be allowable. When a household moves into a new residence and incurs the cost of the "first and last month's rent," the cost of both months' rent will be allowed in the month in which the household is billed for the two (2) months of rent.

2. Property taxes on the household's shelter

Property taxes and the cost of state and local assessments will be allowed when incurred by the household. The cost of identifiable personal property or real estate taxes on mobile homes used as a permanent residence will also be allowed when incurred by the household. Personal property taxes other than those on mobile homes used as permanent residence are not allowable.

Under Arkansas Code Annotated § 26-26-1118, households may receive a tax credit reducing real property taxes if the property is a homestead. Homeowners who claim a homestead tax credit will receive credit on their real estate for the assessment year (see Appendix H). The

amount due by the household for real estate taxes after the application of the homestead tax credit will be allowed as a shelter deduction. These bills must have been paid on or before October 15th of each year, and unless the household moves, changes in shelter costs are not required to be reported. Therefore, if the household become qualified for the homestead tax credit during their certification period, the eligibility worker will not adjust the household's real estate tax expense to reflect this credit until the household's next renewal unless the household moves and reports a change in shelter costs or otherwise reports a change in shelter costs or otherwise reports a change in the tax bill. At that time, the household will be asked to furnish proof of the household's current real estate tax bill. This bill should reflect the amount of real estate taxes after the credit was allowed.

However, since the household is not required to report changes in shelter costs unless the household moves, the change in the mortgage cost will most likely be reported at the next renewal.

If the household's real estate taxes are included in the household's mortgage payment, the eligibility worker will not attempt to adjust the amount of the household's mortgage payment to allow for the tax credit. Instead, the eligibility worker will continue to use the cost incurred for the current mortgage payment in the budget. After the tax credit is allowed, the mortgage company should adjust the amount of the mortgage payment to reflect the tax credit.

3. Insurance on the household's shelter

The cost of insurance on the structure itself, but not separate costs for insuring furniture or personal belongings, are allowable when incurred by the household. If homeowner's insurance is sold as a "package" and the company does not identify the cost incurred for coverage on the contents of the home, the entire premium is allowable. The case record must contain documentation to this effect. Membership charges paid to organizations offering insurance to members are not an allowable shelter cost.

4. Utility costs

The following utility expenses will be considered when determining eligibility for a utility standard:

- The cost of cooking fuel
- The cost of heating fuel
- The cost of cooling (a verifiable utility expense relating to the operation of air conditioning systems, room air conditioners, or evaporative water coolers)
- The cost of electricity
- Water and sewer cost
- Well installation and maintenance
- Septic tank installation and maintenance
- Garbage and trash collection fees
- Fees charged by the utility provider for initial installation of the utility
- Telephone cost

SNAP CERTIFICATION MANUAL – SECTION 6000

6600 The Excess Shelter Deduction

6620.1 Standard Utility Allowance (SUA)

5. Shelter costs for a home temporarily unoccupied by its owners

Shelter costs will be allowed for those homes that are temporarily unoccupied by the owners because of employment or training away from home, illness, or abandonment caused by a natural disaster or casualty loss. To include the costs of a home temporarily unoccupied by the owners, all four (4) of the following criteria must be met:

- The household must be incurring these shelter costs.
- The household must intend to return to the home.
- The home must not be leased or rented during the absence of the owners.
- If there are occupants currently in the home, these occupants must not be claiming the shelter costs for SNAP purposes.

If a household claims expenses for a temporarily unoccupied home, the eligibility worker will verify the household's actual utility expenses for the unoccupied home in every case and will not use the standard utility allowance.

6. Charges for Repair of Home

Charges for the repair of the home which was damaged or destroyed due to a natural disaster such as, but not limited to, a fire or a flood, are deductible when such charges are billed or otherwise become due. Shelter costs will not include charges for repairing the home that have been or will be reimbursed by private or public relief agencies, insurance companies, or from any other source.

6620 Utility Expenses

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At initial application, utility expenses will be verified to determine the type of utility allowance the household will receive. For households receiving in-kind assistance, verification of the dollar value of that assistance is required. At renewal or a reported change utility costs will be verified if the source has changed, when the household has moved, or the household becomes ineligible for the current utility allowance.

The utility allowances are predetermined amounts assigned to eligible households based on the utility expenses incurred by the household. Actual utility costs are not allowable even if the expenses are higher than the standard. At application, a household will be assigned one (1) of the following based on eligibility:

- Standard Utility Allowance (SUA)
- Basic Utility Allowance (BUA)
- Homeless Living Allowance (HLA); or
- Telephone Standard



NOTE: Refer to Appendix D for the value for each standard listed above as this may change annually.

SNAP CERTIFICATION MANUAL – SECTION 6000

6600 The Excess Shelter Deduction

6620.1 Standard Utility Allowance (SUA)

Households may change standards at any point during the certification, no matter the length of the certification period, depending on eligibility for such allowances. For example, if the household reports a change in eligibility for the SUA, but still has utility expenses, the standard must be changed to the Basic Utility Allowance or Telephone Standard.

If the Basic Utility Allowance (BUA), Standard Utility Allowance (SUA,) Homeless Living Allowance (HLA), or the Telephone Standard is chosen for a deduction, but required verification is not furnished, the deduction will be disallowed.

6620.1 Standard Utility Allowance (SUA)

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Any household that incurs and is billed for, or expects to incur during the next heating and cooling season, the cost of heating or cooling separate from their rent or mortgage is eligible for the Standard Utility Allowance (SUA). Households billed less than monthly for heating costs, such as butane or propane, are entitled to the Standard Utility Allowance between billing months.

A household with at least one (1) aged or disabled member may also be automatically eligible for the SUA if the household receives or expects to receive quantifiable low-income energy assistance payments from the Low-Income Home Energy Assistance Program (LIHEAP) or similar energy assistance programs in an amount of more than twenty dollars (\$20) in the current month or in the immediately preceding twelve (12) months. A similar energy assistance program is a program designed to provide heating and cooling assistance through payment directly to or on behalf of low-income households. A quantifiable payment is one that the State agency quantifies in dollars. This includes measures set by LIHEAP to determine a household's benefit amount for energy assistance. In-kind energy assistance, such as firewood or coal, may be considered another similar energy assistance program payment if such assistance can be quantified. The eligibility worker must document such was received or scheduled to be received in the current month and the amount and date received. If the payment is not received or scheduled to be received during the current month or in the preceding twelve (12) months, the household will not meet the LIHEAP qualifications for the SUA.

 **NOTE:** A household that does not include at least one (1) aged or disabled member is no longer eligible for the SUA based upon receipt of payment in any amount from LIHEAP or other similar energy assistance programs. If the household receives the SUA when not entitled, the eligibility worker must determine whether an overissuance has occurred.

A household is also eligible for the Standard Utility Allowance if they are living in a multi-unit dwelling or an individual unit and receiving a qualifying weatherization program payment. The household must verify the weatherization payment in order to receive the SUA.

The standard utility allowance must not be prorated when households who share a dwelling share utility cost. When households share a dwelling and utility costs, both SNAP households will be allowed to claim the full Standard Utility Allowance.

6620.2 Utility Expenses of Expedited Households

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

There are special provisions which apply to the choice of Standard Utility Allowance (SUA) by households entitled to expedited services. If an expedited household chooses to use the Standard Utility Allowance (SUA), but the expenses are not verified within the expedited timeframes, the household may be certified using the Basic Utility Allowance (BUA). If the verification is later provided, the household's budget may be recalculated using SUA for the following months.

In the absence of any choice by the expedited household, it should be assumed that the household has chosen to use the Basic Utility Allowance (BUA).

6620.3 Specific Costs

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Heating

Households must incur and be billed for the cost of its primary source of heating, separate and apart from its rent or mortgage costs, in order to use the Standard Utility Allowance. Incurring a cost only for supplemental heating, such as, but not limited to, space heaters, electric blankets, heat lamps, or cook stoves, does not qualify a household for the utility standard. Incurring only a cost for an electric blower for an oil or gas furnace also does not qualify a household for the utility standard.

The cost of wood is an allowable shelter cost. When wood is used as the primary heating source, the cost of purchasing wood does qualify the household for the utility standard. If a household purchases some wood and cuts the rest, that household will qualify for the utility standard. Costs associated with cutting wood such as hiring labor, the purchase of a chain saw, or the purchase of gas for running the saw are not allowable shelter costs nor do they entitle a household to elect the utility standard.

Cooling

A household that incurs the full cost of running a central air conditioning unit, a room air conditioner, or a water cooler (evaporative cooler) is entitled to elect the utility standard. Incurring only a cost for running a fan, including attic fans, does not qualify a household for the utility standard. The utility standard is based on cooling costs. Just owning an air conditioner does not qualify a household for the utility standard. The household must use the air conditioner. Use of an air conditioner on an as-needed basis will qualify a household for the utility standard.

6622 Basic Utility Allowance

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The Basic Utility Allowance (BUA) includes utility charges that a household incurs other than for heating and cooling. Households which have no heating/cooling expenses and are not eligible for the SUA but incur two (2) non-heating/cooling expenses such as sewage, trash fees, water, garbage, telephone, etc., are eligible for

SNAP CERTIFICATION MANUAL – SECTION 6000

6600 The Excess Shelter Deduction

6624 Homeless Living Allowance

the BUA. The costs for a telephone are included in the Basic Utility Allowance (BUA) and may not be allowed as a standalone deduction if using the BUA.

6624 Homeless Living Allowance

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The Homeless Living Allowance (HLA) is a predetermined amount which is updated annually and is meant to provide a standard expense amount for households who are considered homeless and have expenses that may include, but are not limited to, hotel and motel rooms, homeless shelters, payments to relatives or friends, or the cost of laundry. Households must meet the definition of a homeless household and cannot receive free shelter throughout the month to be eligible for the deduction. This living allowance also includes telephone expenses. Individuals living in their vehicles who make payments for ownership or a portion of insurance that covers vehicle damage are also eligible for this deduction. The homeless household must provide a statement declaring expenses or provide proof of payment made for hotel and motel rooms, to friends or relatives, to laundry mats, etc.

6625 Telephone Standard Allowance

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

The telephone standard is for households who incur expenses for any type of telephone service regardless of the number or type of telephone used by the household. The standard costs for telephone expenses will apply across the board to all areas of the state. No more or no less will be allowed for the telephone costs regardless of the household's actual costs. Telephone fees include but are not limited to basic service fees, wire maintenance fees, subscriber line charges, relay center surcharges, 911 fees, and taxes.

If the household is assigned the Standard Utility Allowance (SUA), Basic Utility Allowance (BUA), or the Homeless Living Allowance (HLA), a separate deduction for telephone will not be allowed, because telephone expenses are included in the Standard Utility Allowance, Basic Utility Allowance, and the Homeless Living Allowance.

6626 Households with HUD or FMHA Utility Reimbursements

SNAP Manual

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

6627 Verification and Documentation of Shelter Costs

SNAP Manual Effective upon approval by Arkansas Legislative Council Executive Subcommittee

At any case action, verification of expenses incurred for the shelter occupied by the household (for example, rent/mortgage, property taxes or homeowner's insurance) will be requested. At any case action, entitlement to the utility standard will be verified if the information is outdated or household's statements regarding the household's primary source of heating or cooling are contradictory.

SNAP CERTIFICATION MANUAL – SECTION 6000

6600 The Excess Shelter Deduction

6624 Homeless Living Allowance

6628 Applying the Excess Shelter Deduction

SNAP Manual

Section deleted Effective upon approval by Arkansas Legislative Council Executive Subcommittee

Proposed

Supplemental Nutrition Assistance Program (SNAP) and Related Nutrition Programs in P.L. 119-21: An Overview

Updated August 15, 2025

Congressional Research Service

<https://crsreports.congress.gov>

R48552



R48552

August 15, 2025

Randy Alison Aussenberg
Specialist in Nutrition
Assistance Policy

Supplemental Nutrition Assistance Program (SNAP) and Related Nutrition Programs in P.L. 119-21: An Overview

Nutrition provisions in the FY2025 budget reconciliation law (sometimes referred to as the One Big Beautiful Bill Act [OBBBA]; P.L. 119-21/H.R. 1), as enacted on July 4, 2025, are estimated to reduce federal spending on the Supplemental Nutrition Assistance Program (SNAP). To achieve such savings, the new law significantly changes how SNAP benefits, administrative costs, and nutrition education costs are funded. Certain provisions are expected to reduce households' monthly benefit amounts and to make it more difficult for some individuals to qualify. The law also extends an annual \$4 million grant program geared toward food rescue and donation within The Emergency Food Assistance Program (TEFAP).

The Congressional Budget Office (CBO) estimated that the Nutrition subtitle of P.L. 119-21 would reduce federal spending by almost \$187 billion over 10 years (FY2025-FY2034), with the SNAP provisions all estimated to reduce spending. The SNAP and TEFAP provisions are part of the Agriculture Committee's title, where the non-nutrition provisions are, on net, estimated to increase mandatory spending. The initial House-passed bill contained more SNAP provisions, and with a higher amount of estimated SNAP reductions, than were ultimately passed by the Senate and subsequently enacted.

The new law achieves SNAP cost savings through policy changes in eight provisions that CBO expects would cause the federal government to spend less money on the program than under the prior law. P.L. 119-21 provisions would impact program costs in multiple ways that are expected to affect households and state operations. A SNAP provision estimated to reduce or increase federal spending will not necessarily impact all states or all households in the same way; it would depend on the specific policy and how it is implemented by federal and state governments.

SNAP is authorized as open-ended mandatory spending and is funded through appropriations laws. As such, amending SNAP eligibility, benefits, or other program rules can have a budgetary impact, particularly when policy changes impact participation and benefit amounts, as benefits have historically been about 95% of federal spending on the program. As such, changes that would impact SNAP benefits are those with the largest savings estimates from CBO. These changes include

- moving benefits' financing from 100% federally funded benefits in all states to a required cost share for states with error rates at or greater than 5% (with the cost share amount based on the rate);
- changing how energy assistance and internet costs are considered in calculating households' monthly benefit amounts;
- expanding the population subject to SNAP's Able-Bodied Adults Without Dependents work requirements by including adults 55-64 years of age, including adults with children 14-17 years old, and making it harder for areas of states to qualify for a waiver from the work requirements;
- making additional groups of noncitizens (e.g., refugees, asylees) ineligible; and
- limiting USDA's authority to increase the Thrifty Food Plan, the theoretical market basket that serves as the basis for household monthly benefit amounts (also called allotments).

Other savings come from changes to administrative costs and SNAP-related grants, including

- increasing the state cost-share for SNAP administrative costs from 50% to 75%, and
- ending mandatory funding for the Nutrition Education and Obesity Prevention Grant Program (SNAP-Ed).

CBO also published estimates of the provisions' impact on SNAP participation and benefit amounts.

Implementation decisions will affect how and when states and households experience these changes.

Contents

Procedural Background	1
About SNAP	2
Nutrition Provisions of H.R. 1 as Initially Passed the House and as Enacted Compared to Prior Law	2
CBO Estimates of Budgetary and Other Impacts	10
Cost Estimates	10
Potential State and Household Effects of the Enacted Law	12
Considering Implementation	13

Tables

Table 1. Nutrition Program Provisions in the House Budget Reconciliation Bill as Passed the House Initially and as Enacted, Compared to Prior Law	3
Table 2. Comparison of Nutrition with Other Provisions in H.R. 1 Agriculture Titles	10
Table 3. Comparison of CBO Cost Estimates of Nutrition Program Provisions	11

Contacts

Author Information	13
--------------------------	----

Nutrition provisions in the FY2025 budget reconciliation law (P.L. 119-21/H.R. 1), as enacted July 4, 2025, are estimated to reduce federal spending for the Supplemental Nutrition Assistance Program (SNAP) and, in order to achieve such savings, significantly change how the benefits, administrative costs, and nutrition education costs are funded. Certain provisions are also expected to reduce households' monthly benefit amounts and to make it more difficult for some individuals to qualify. Not all households in all states are expected to face the same barriers. The law also extends The Emergency Food Assistance Program's (TEFAP's) Farm to Food Bank Projects, which support food rescue and donation to food banks, at \$4 million annually.

The Congressional Budget Office (CBO) estimated that the Nutrition subtitle of P.L. 119-21 would reduce federal spending by almost \$187 billion over 10 years (FY2025-FY2034), with the SNAP provisions all estimated to reduce spending. CBO also estimated the impact of some provisions of the new law on SNAP participation and benefit amounts.

To inform policymakers' work, this report provides procedural background, SNAP background, summaries of initial House-passed and enacted provisions, and an overview of CBO's available estimates of budgetary, participation, and benefit amount effects.

Procedural Background

On May 22, 2025, the House initially passed a budget reconciliation bill—H.R. 1, an act to provide for reconciliation pursuant to Title II of H.Con.Res. 14. The Agriculture title's Nutrition subtitle, as passed by the House, was made up of 12 SNAP provisions and 1 provision pertaining to TEFAP. Pursuant to the FY2025 budget resolution, H.Con.Res. 14, the Agriculture title was marked up and reported by the House Agriculture Committee on May 14.¹ The House-passed bill includes changes to nutrition assistance provisions reported by the House Agriculture Committee, as modified by the rule for consideration of the bill. On June 11, the House passed a resolution (H.Res. 499) that, by reference to H.Res. 492, amended one of the nutrition provisions of the House-passed bill.²

The chairman of the Senate Committee on Agriculture, Nutrition, and Forestry released two versions of legislative text pursuant to H.Con.Res. 14. An initial version was published June 11, 2025. The chairman released revised legislative text on June 25 to address the Senate Parliamentarian's application of the "Byrd Rule."³ The chairman released a statement on June 26, stating that the Parliamentarian had ruled the revised provisions in the Senate Committee proposal comply with the Byrd Rule.⁴ The Senate Committee proposal included eight SNAP provisions in the Nutrition subtitle and one TEFAP provision in the "Additional Investments in Rural America" subtitle. The Senate Agriculture, Nutrition, and Forestry language was incorporated into a substitute amendment to the House-passed H.R. 1 that was put before the Senate on June 27. Additional changes were made to the language prior to its final passage in the

¹ For background on the reconciliation process, see CRS Report R48444, *The Reconciliation Process: Frequently Asked Questions*.

² The change struck a conforming amendment in Section 10004 that CRS, in consultation with CBO, interprets would not change the implementation of Section 10004.

³ For more information on the Byrd Rule, see CRS Report RL30862, *The Budget Reconciliation Process: The Senate's "Byrd Rule"*.

⁴ U.S. Senate Committee on Agriculture, Nutrition, and Forestry, "Senate Parliamentarian Approves Ag Committee's Revised Provisions for Cost-Share & SNAP Eligibility," press release, June 26, 2025, <https://www.agriculture.senate.gov/newsroom/rep/press/release/senate-parliamentarian-approves-ag-committees-revised-provisions-for-cost-share-and-snap-eligibility>.

Senate.⁵ The amended H.R. 1 passed the Senate on July 1, passed the House on July 3, and was signed by the President on July 4.

About SNAP

SNAP provides eligible low-income households electronic benefits redeemable for SNAP-eligible foods at SNAP-eligible retailers. Benefit amounts vary by household size and benefit calculation rules. Under current law, until related P.L. 119-21 changes take effect, the federal government pays 100% of the cost of SNAP benefits to households as well as matching states' administrative costs. Under the terms of SNAP law, the federal government also provides funding for Employment and Training, nutrition education, and other program costs. Fifty-three state agencies operate SNAP: 50 states, the District of Columbia, Guam, and the U.S. Virgin Islands.⁶ SNAP is jointly administered by state agencies, which handle recipient functions, and the U.S. Department of Agriculture's Food and Nutrition Service (USDA, FNS), which supports and oversees the states and handles retailer functions.

SNAP is authorized as open-ended mandatory spending and is funded through appropriations laws. As such, amending SNAP eligibility, benefits, or other program rules can have a budgetary impact, particularly when policy changes impact participation and benefit amounts, as benefits have historically been about 95% of federal spending on the program.⁷ A SNAP proposal estimated to reduce or increase federal spending will not necessarily impact all states or all households in the same way; it would depend on the specific policy and how it is implemented by federal and state governments. P.L. 119-21 provisions would impact program costs in a variety of ways that are expected to affect households and state operations. (See the "CBO Estimates of Budgetary and Other Impacts" section.)

Nutrition Provisions of H.R. 1 as Initially Passed the House and as Enacted Compared to Prior Law

Table 1 presents short descriptions of current law before describing the bill's proposed changes for each of the nutrition provisions. For additional background or context, see the following:

- CRS In Focus IF12255, *Farm Bill Primer: SNAP and Nutrition Title Programs*
- CRS Report R42505, *Supplemental Nutrition Assistance Program (SNAP): A Primer on Eligibility and Benefits*
- CRS Report R48531, *Work Requirements: Existing Policies in Medicaid, SNAP, Housing Assistance, and TANF*
- CRS In Focus IF10860, *Supplemental Nutrition Assistance Program: Errors and Fraud*
- CRS Report R45408, *The Emergency Food Assistance Program (TEFAP): Background and Funding*

⁵ Samuel Benson, "Senate GOP adds SNAP waivers for Alaska, Hawaii in new megabill text," *Politico*, June 28, 2025, <https://www.politico.com/live-updates/2025/06/28/congress/senate-gop-snap-waivers-alaska-hawaii-megabill-00430999>.

⁶ References to "state" or "states" in this report refer to SNAP's 53 state agencies.

⁷ For more information, see CRS In Focus IF12255, *Farm Bill Primer: SNAP and Nutrition Title Programs*, using USDA administrative data.

Table 1. Nutrition Program Provisions in the House Budget Reconciliation Bill as Passed the House Initially and as Enacted, Compared to Prior Law

(H.R. 1, as passed the House on May 22, 2025; H.R. 1, as enacted July 4, 2025)

Prior Law	H.R. 1 as Initially Passed the House	H.R. 1 (P.L. 119-21) as Enacted
Thrifty food plan^a		
Maximum monthly SNAP benefit allotments are tied to the cost of purchasing a nutritionally adequate, low-cost diet as measured by the USDA-created and -calculated market basket, the Thrifty Food Plan (TFP). The 2018 farm bill required a reevaluation of the TFP's contents every five years. USDA's 2021 reevaluation for the contiguous states and the District of Columbia (unlike reevaluations in 2006 and earlier) did not hold the cost of the new basket neutral, and benefits increased approximately \$12-\$16 per person per month. ^b Separate from reevaluating the contents, the TFP is adjusted for inflation annually based on the cost of the market basket's contents, using Consumer Price Index for all Urban Consumers (CPI-U) data for the specific food types. USDA anticipates the next reevaluation in 2026. The TFP is also used as an index of inflation to calculate annual mandatory funding for TEFAP entitlement commodities as well as the Nutrition Assistance Program block grants for Puerto Rico and American Samoa. (7 U.S.C. §2012(u); 7 U.S.C. §2017(a))	The House-passed bill would have provided that not earlier than October 1, 2028, and at intervals not more frequent than five years, USDA would have discretion to reevaluate the market baskets of the TFP. Prior to any update based on such a reevaluation, the methodology and results would have been required to be published in the <i>Federal Register</i> with a comment period of at least 60 days. Constraints would have been added that would prevent USDA from reevaluating the TFP in a way that exceeds the rate of inflation. Constraints would have been added to the adjustment of the SNAP maximum benefit for household size. USDA would have been required annually to adjust TFP's value according to the CPI-U. (§10001)	The enacted bill provides that not earlier than October 1, 2027, USDA has discretion to reevaluate the market baskets of the TFP. No interval of reevaluation is specified. No <i>Federal Register</i> publication is specified. Constraints are added that would prevent USDA from reevaluating the TFP in a way that exceeds the rate of inflation. Constraints for calculating the benefit amount for nine-person and larger households differ from those in House-passed H.R. 1. USDA is required annually to adjust TFP's value according to the CPI-U. (§10101)
Able-bodied adults' work requirements and waivers		
Able-Bodied Adults Without Dependents (ABAWDs), ages 18-54, who do not meet specified work requirements (20 hours per week of work or participation in specified programs) are limited to receiving three months of SNAP benefits in a 36-month period. ^c Dependent children are those under age 18. Some individuals are exempt	The House-passed bill would have expanded the population subject to the time limit to ages 18-64 and adults whose youngest child dependent is age 7 or older. Neither of these policy changes would have sunset, but the House-passed bill would have retained the sunset date for veterans, individuals	The enacted bill expands the population subject to the time limit to ages 18-64 and adults whose youngest child dependent is age 14 or older. The proposal strikes the exemptions for veterans, individuals experiencing homelessness, and certain individuals who aged out of foster care, as well as the sunset date. It adds exemptions for Indians,

Prior Law	H.R. 1 as Initially Passed the House	H.R. 1 (P.L. 119-21) as Enacted
from this time limit, including pregnant women and those exempt from the general work requirements (see discussion of Section 10008). Until October 1, 2030, there are exemptions for veterans, individuals experiencing homelessness, and certain individuals who aged out of foster care. The sunset also applies to the upper age limit; the upper limit would return to age 49 on October 1, 2030. (7 U.S.C. §2015(o), 7 U.S.C. §2015(d)(2)) States and portions of states may request waivers, subject to USDA approval, from enforcement of the ABAWD time limit if specified unemployment conditions are occurring. The statute says areas eligible for a waiver are those with an unemployment rate greater than 10% or an area that “does not have a sufficient number of jobs.” Federal regulation defines “lack of sufficient jobs,” allowing a variety of data to constitute this lack, including if the area’s unemployment rate is at least 20% above the national average. The regulation lists a number of grounds for lack of sufficient jobs that are “readily approvable.” (7 U.S.C. §2015(o); 7 C.F.R. §273.24)^d States enforcing the time limit earn discretionary exemptions, which they may use to provide a time-limited individual an additional month or months of benefits. States’ available exemptions are calculated based on 8% of the caseload estimated to be subject to the time limit. (7 U.S.C. §2015(o)(6))	experiencing homelessness, and certain individuals who aged out of foster care. (§10002) The House-passed bill would have limited waivers to “counties or county-equivalents” with unemployment rates of over 10% and the waivers’ duration would have been limited to 12 consecutive months. Discretionary exemptions would have been reduced to 1% of the caseload estimated to be subject to the time limit. (§10003)	Urban Indians, and California Indians, as defined in cross-referenced statutes. (§10102(a)) The enacted bill limits waivers to areas with unemployment rates over 10% and, only for “noncontiguous states” (Alaska and Hawaii), areas with unemployment rates at or above 1.5 times the national unemployment rate. Unlike the House-passed bill, it continues to allow states to apply for waivers in “areas” that exceed that unemployment rate and does not limit the duration of the waiver. No changes are made to discretionary exemptions. Through December 31, 2028, USDA may exempt individuals from the work requirement in Alaska and Hawaii if the state requests the exemption, the state submits information as specified by USDA, and USDA determines the state is making a good faith effort to have individuals comply with the work requirement. (§10102(b))
Availability of standard utility allowances based on receipt of energy assistance		
In SNAP eligibility determination, a household’s benefit amount can increase if it qualifies for including an “excess shelter deduction” in its benefit calculation. A household can use a Low Income Home Energy Assistance Program (LIHEAP) or similar energy assistance payment (so long as it is greater than \$20) as evidence that it	Under the House-passed bill, for households without elderly or disabled members, a LIHEAP or state energy assistance payment (of any amount) would have no longer sufficed for the SUA. The House-passed bill would not have changed the law	In the enacted bill, as in House-passed H.R. 1 (as amended by H.Res. 499), for households without elderly or disabled members a LIHEAP or state energy assistance payment (of any amount) no longer suffices for the SUA. The enacted bill also

Prior Law	H.R. 1 as Initially Passed the House	H.R. 1 (P.L. 119-21) as Enacted
has incurred heating and cooling costs. This receipt garners a standard utility allowance (SUA), a figure that enters into the SNAP benefit calculation equation and makes qualifying for an excess shelter deduction more likely. A November 2024 final rule codified this treatment of energy assistance. (7 U.S.C. §2014(e)(6)(C), (k)(4)); 89 <i>Federal Register</i> 91198)	for households with elderly or disabled members. (§10004)	does not change the law for households with elderly or disabled members. (§10103)
Restrictions on internet expenses		
In SNAP eligibility determination, statute does not prohibit the inclusion of internet costs in calculating utility costs for an “excess shelter deduction” in the benefit calculation. Federal regulation enumerates the extent to which internet costs can be included. A November 2024 final rule would have required states to start considering internet costs in state-set SUAs, beginning October 1, 2025. (7 U.S.C. §2014(e)(6); 7 CFR §273.9(d)(6)(ii)(C); 89 <i>Federal Register</i> 91198)	The House-passed bill would have prohibited use of household internet costs in calculating the excess shelter expense deduction. (§10005)	The enacted bill would prohibit use of household internet costs in calculating the excess shelter expense deduction. (§10104)
Matching funds requirements for benefit costs		
The costs of SNAP benefits are funded 100% by the federal government. (7 U.S.C. §2013)	Beginning in FY2028, the House-passed bill would have required all states to contribute at least 5% of the cost of SNAP benefits, with higher matching requirements based on a state’s error rate. States with error rates equal to or greater than 6% but less than 8% would have been required to contribute 15%, those with error rates equal to or greater than 8% but less than 10% would have been required to contribute 20%, and those with error rates equal to or greater than 10% would have been required to contribute 25%. (§10006) (The House-passed bill would have eliminated the dollar threshold for considering an overpayment or underpayment an error. See “Quality Control	Beginning in FY2028, the enacted bill requires (1) states with error rates equal to or greater than 6% but less than 8% to contribute 5% of SNAP benefit costs, (2) states with error rates equal to or greater than 8% but less than 10% to contribute 10% of SNAP benefit costs, and (3) states with error rates equal to or greater than 10% to contribute 15% of SNAP benefit costs. For FY2028, states may elect to use the state’s error rate from FY2025 or FY2026. For FY2029 and thereafter, USDA must use the error rate for the third fiscal year preceding the year for which the state’s share is being calculated. The cost-sharing requirement is delayed for comparatively higher error-rate states where the

Prior Law	H.R. 1 as Initially Passed the House	H.R. 1 (P.L. 119-21) as Enacted
	Zero Tolerance” row for details on error rate definition.)	state’s error rate multiplied by 1.5 equals or exceeds 20% in FY2025 or FY2026. For such states in FY2025, the new cost-sharing requirement for benefits is delayed until FY2029. For such states in FY2026, the new cost-sharing requirement is delayed until FY2030. (§10105) (Enacted bill retains the current law dollar threshold for considering a benefit payment in error. See “Quality Control Zero Tolerance” row for details on error rate definition.)
Administrative cost sharing		
States’ costs to administer SNAP (i.e., costs associated with determining household eligibility and issuing benefits) are reimbursed 50% by the federal government. (7 U.S.C. §2025(a))	Under the House-passed bill, states’ costs to administer SNAP would have been reimbursed 25% by the federal government. (§10007)	Beginning FY2027, states’ costs to administer SNAP would be reimbursed 25% by the federal government. (§10106)
General work requirement age		
Most adults who are not elderly or disabled must register for work (typically with the SNAP state agency or a state employment service office); accept a suitable job if offered one; fulfill any work, job search, or training requirements established by administering state SNAP agencies; provide the administering public assistance agency with sufficient information to allow a determination with respect to their job availability; and not voluntarily quit a job without good cause or reduce work effort below 30 hours a week. The law exempts those who are physically or mentally unfit for work, under age 16 or over age 59, caring for dependents who are incapacitated or under age six, and specified others. ^e Individuals may be disqualified from SNAP for failure to comply with these general work requirements for a period depending on whether it is a first, second, or third violation. (7 U.S.C. §2015(d))	The House-passed bill would have changed the scope of individuals exempt from the general work requirements. Ages 18 to 64 would have been subject to general work requirements unless otherwise exempt. It would have changed the exemption for caring for a young child, exempting those caring for a child under the age of seven. (§10008)	No provision.

Prior Law	H.R. 1 as Initially Passed the House	H.R. 1 (P.L. 119-21) as Enacted
National Accuracy Clearinghouse		
Following an interstate pilot program to check for duplicative interstate issuance of SNAP benefits, the 2018 farm bill (P.L. 115-334) required the establishment of the National Accuracy Clearinghouse (NAC) to identify concurrent SNAP enrollment in multiple states and required state action on information that could change benefit amounts. USDA implemented the provision with an interim final rule in October 2022. (7 U.S.C. §2020(x); 7 C.F.R. §272.18) Some states operate integrated eligibility systems that integrate SNAP with their Temporary Assistance for Needy Families (TANF), Medicaid, and other means-tested programs.	The House-passed bill would have required state agencies to use NAC's indications of multistate SNAP issuances to prevent multiple issuances of other federal and state assistance program benefits through the integrated eligibility system that the state uses to administer SNAP. (§10009)	No provision.
Quality control zero tolerance		
SNAP's Quality Control (QC) system measures errors in SNAP by calculating estimated overpayments and underpayments that exceed a certain dollar threshold. Errors are estimated using a sample of each state's SNAP cases. USDA estimates national and state error rates by comparing the errors to total benefits issued. These rates are used as a basis for calculating state liability amounts for low performance. The certain dollar threshold is called the QC error tolerance threshold (or tolerance level). Over the years, the way that statute and regulation have set the error tolerance threshold amount has changed. Since FY2014, the QC error tolerance threshold has been set in statute at \$37 (with annual inflation adjustment). The FY2025 threshold is \$57. (7 U.S.C. §2025(c)) Recent error rates are available on the USDA, FNS website. ^f Errors are not the same as fraud.	The House-passed bill would have reduced the QC error tolerance threshold to \$0 for FY2026 and subsequent years. (§10010)	No provision.

Prior Law	H.R. 1 as Initially Passed the House	H.R. 1 (P.L. 119-21) as Enacted
Nutrition education and obesity prevention grant programs		
Formerly called SNAP Nutrition Education (and sometimes still referred to as <i>SNAP-Ed</i>), the Nutrition Education and Obesity Prevention Grant Program delivers formula grant funding for states to provide nutrition and fitness education programs for SNAP (and other domestic food assistance program) participants as well as other low-income households. ^h The program receives annual mandatory funding according to statutory parameters; \$536 million was provided under FY2025 appropriations. (7 U.S.C. §2036a)	The House-passed bill would have eliminated the program. (§10011)	The enacted bill eliminates the program’s mandatory funding for FY2026 and subsequent years. (§10107)
Alien SNAP eligibilityⁱ		
Noncitizen eligibility for SNAP is governed by the term “qualified alien,” which is defined to include lawful permanent residents (LPRs), refugees, asylees, aliens paroled into the United States for at least one year, certain battered aliens, certain victims of trafficking, Cuban-Haitian Entrants, and migrants lawfully residing in the United States pursuant to the Compact of Free Association (COFA) (8 U.S.C. §1641). Certain qualified aliens are barred from SNAP for the first five years after entry/grant of status, including certain LPRs, battered aliens, and parolees (8 U.S.C. §1613). The income and financial resources of ineligible noncitizens are required to be considered in determining their household’s eligibility and allotment for SNAP. (7 U.S.C. §2015(f))	The House-passed bill would have limited noncitizen eligibility for SNAP to the following groups: LPRs (subject to the existing five-year-bar), certain Cuban parolees approved for family-based immigration and who meet other criteria, and COFA migrants lawfully residing in the United States. These individuals would also have had to be otherwise eligible for SNAP. (§10012)	The enacted bill limits noncitizen eligibility for SNAP to the following groups: LPRs (subject to the existing five-year-bar), Cuban-Haitian Entrants, and COFA migrants lawfully residing in the United States. These individuals would also have to be otherwise eligible for SNAP. (§10108)

Prior Law	H.R. 1 as Initially Passed the House	H.R. 1 (P.L. 119-21) as Enacted
TEFAP Farm to Food Bank projects		
The 2018 farm bill (§4018 of P.L. 115-334) established projects within TEFAP aimed at supporting food recovery and donation from farms and other agricultural entities to food banks and similar feeding organizations (Farm to Food Bank Projects). The law provided \$4 million in annual mandatory funding for the projects from FY2019 to FY2023, which was extended through FY2024 by P.L. 118-22. While FY2024 funds can carry over, funding for Farm to Food Bank Projects has not been specifically provided for FY2025. (7 U.S.C. §7507(d))	The House-passed bill would have extended funding for TEFAP's Farm to Food Bank Projects, providing \$4 million in annual mandatory funding for each of FY2025-FY2031. (§10013)	As in the House-passed bill, the enacted bill extends funding for TEFAP's Farm to Food Bank Projects, providing \$4 million in annual mandatory funding for each of FY2025-FY2031. (§10603)

Source: CRS summaries based on cited provisions of prior law, H.R. 1 as initially passed the House, and enacted law. CRS summarized the respective bill texts published on Congress.gov. Section titles are sometimes but not always the exact title used in the two bill versions.

Notes: *The majority of the enacted SNAP provisions (§§10101, 10102, 10103, 10104, and 10108) are effective immediately. In practice, their implemented date (and/or date that will impact households) will rely on USDA guidance and rulemaking, and some provisions may be subject to flexibilities given to states in federal regulations.*

- a. A more detailed description of the TFP and this proposal is included in the summary of Section 12401 in CRS Report R48167, *The 2024 Farm Bill: H.R. 8467 Compared with Current Law*. Except for the starting date, the House-passed proposal is identical to Section 12401 of H.R. 8467 (118th Congress).
- b. An update to Hawaii's TFP in 2023, using Honolulu data, resulted in a TFP lower than the plan in place in the contiguous states. See, generally, USDA, FNS, Center for Nutrition Policy and Promotion, "USDA Food Plans," <https://www.fns.usda.gov/research/cnpp/usda-food-plans>.
- c. The Fiscal Responsibility Act of 2023 (P.L. 118-5, Section 311) extended the upper age limit from 49 to 54 in addition to exempting the special populations listed. This policy is set to sunset October 1, 2030.
- d. As of April 1, 2025, 27 states have waivers from the ABAWD time limit under these provisions. Most of these waivers are for certain areas of a state, but six states have statewide waivers.
- e. Others exempt from general work requirements are individuals between ages 16 and 18 if they are not a head of household and are attending school or training, individuals working at least 30 hours per week or the minimum wage equivalent, individuals subject to or complying with a specified assistance program's work requirements, specified postsecondary students, and residents of substance abuse treatment programs.
- f. See USDA, FNS, "SNAP Payment Error Rates," <https://www.fns.usda.gov/snap/qc/per>.
- g. The provisions are titled "National education and obesity prevention grant program repealer" but current statute titles the program, "Nutrition Education and Obesity Prevention Grant Program" (7 U.S.C. 2036a).
- h. See USDA, FNS, "SNAP-Ed," <https://www.fns.usda.gov/snap/snap-ed> for program background.
- i. This summary was contributed by Abigail Kolker, CRS Analyst in Immigration Policy.
- j. This summary was contributed by Kara Billings, CRS Analyst in Social Policy.

CBO Estimates of Budgetary and Other Impacts

CBO published estimates of the budgetary impacts of the House-passed bill and the enacted law. CBO also detailed estimates of participation and benefit amount impacts of SNAP provisions of the enacted law, following an earlier estimate of the House Agriculture Committee's bill.

These analyses scored their respective provisions against the January 2025 baseline, where CBO estimated that the SNAP account (made up of SNAP, programs in lieu of SNAP, and TEFAP) would be authorized to spend over \$1.114 trillion in the 10-year period from FY2025 to FY2034 under the law that was current at the time.⁸

Cost Estimates⁹

On June 4, 2025, CBO published an estimate of the House-passed bill's budgetary impact, including a cost estimate for each title and the sections that compose the title. The estimate for the Agriculture title, of which nutrition provisions are part, was based on the legislation as passed the House on May 22. On July 21, CBO published an estimate of the enacted bill text, including each of the provisions in the Agriculture Committee's title. **Table 2** compares the cost estimates of the nutrition and non-nutrition provisions at a high level, while **Table 3** is a more detailed comparison by each nutrition provision.

In the House-passed bill, the Agriculture provisions, taken together, were estimated to reduce direct spending by more than \$238 billion over 10 years (FY2025-FY2034), while the enacted text was estimated to save over \$118 billion. In both cases, the majority of these savings comes from nutrition provisions: almost \$295 billion in the House-passed version and almost \$187 billion in the enacted version. The other provisions in the Agriculture title were primarily estimated to increase spending, though at least one non-nutrition provision was estimated to reduce spending.

Table 2. Comparison of Nutrition with Other Provisions in H.R. 1 Agriculture Titles
(budget authority, in billions of dollars)

	CBO Estimate of House-Passed Bill ^a	CBO Estimate of P.L. 119-21 ^b
Nutrition Subtitle Total	-\$294.643	-\$186.650
Non-Nutrition Subtitle	+\$58.945	+\$68.258
Agriculture Title Total	-\$235.698	-\$118.392

Source: The Congressional Budget Office's published estimates, as specified below in notes.

- a. CBO estimate of H.R. 1 as passed by the House on May 22, 2025, <https://www.cbo.gov/publication/61461> (June 4, 2025).
- b. CBO estimate of P.L. 119-21, <https://www.cbo.gov/publication/61570> (July 21, 2025).

⁸ CBO, Baseline Projections, Supplemental Nutrition Assistance Program, January 2025, <https://www.cbo.gov/system/files/2025-01/51312-2025-01-snap.xlsx> (CRS calculated budget authority for FY2025-FY2034). Note that CBO also presented some cost estimates scored against the "Budget Enforcement Baseline for Consideration in the Senate"; these are not discussed in this report.

⁹ This section summarizes CBO estimate of H.R. 1 as passed by the House on May 22, 2025, <https://www.cbo.gov/publication/61461> (June 4, 2025); and the CBO estimate of P.L. 119-21, <https://www.cbo.gov/publication/61570> (July 21, 2025).

Within the nutrition provisions, in both bill versions, CBO estimated the bill's largest SNAP reductions would come from the creation of a state match for benefit costs (\$128 billion over 10 years in the House-passed version, nearly \$41 billion in the enacted version) and changes to the ABAWD population and waivers of the ABAWD time limit (\$92 billion over 10 years in the House-passed version, nearly \$69 billion in the enacted version).¹⁰ CBO's publications include estimates for each section (see **Table 3**). The estimates also account for an interactive effect of enacting all the provisions, as the policies have a relationship with each other that impacts their individual budgetary effects. A May 22 letter (discussed in the next section) contextualizes these cost estimates in terms of households, benefit amounts, and state choices, and though that letter is based on legislation significantly different from the enacted version, the illustration in these terms can be meaningful for understanding the budgetary effects.

Table 3. Comparison of CBO Cost Estimates of Nutrition Program Provisions
(10-year estimates FY2025-FY2034, budget authority)

	CBO Estimate of House-Passed Bill^a	CBO Estimate of P.L. 119-21^b
Thrifty Food Plan (TFP)	-\$36.8 billion	-\$37.3 billion
Able-Bodied Adults Without Dependents (ABAWD) Work Requirements and Waivers	-\$92.5 billion	-\$68.6 billion
Availability of Standard Utility Allowances Based on Energy Assistance	-\$5.9 billion	-\$5.9 billion
Restrictions on Internet Expenses	-\$11.0 billion	-\$11.0 billion
Matching Funds Requirements for Benefit Costs	-\$128.3 billion	-\$40.8 billion
Administrative Cost Sharing	-\$27.4 billion	-\$24.7 billion
General Work Requirement Age	\$0 million	Not applicable
National Accuracy Clearinghouse	-\$7.4 billion	Not applicable
Quality Control Zero Tolerance	-\$80.0 million	Not applicable
Nutrition Education and Obesity Prevention Grant Program	-\$5.5 billion	-\$5.5 billion
Alien SNAP Eligibility	-\$3.9 billion	-\$1.9 billion
TEFAP Farm to Food Bank ^c	+\$28.0 million	+\$28.0 million
Interactions within Nutrition Subtitle	+\$24.0 billion	+\$9.0 billion
Total of Nutrition Provisions	-\$294.6 billion	-\$186.7 billion

Source: Congressional Budget Office's (CBO's) published estimates, as specified below in notes.

Notes: Per CRS communication with CBO (most recently, July 14, 2025), cost estimates of some of the nutrition provisions also include savings from Medicaid (National Accuracy Clearinghouse) and Child Nutrition Programs (Thrifty Food Plan's interaction with Summer EBT; matching funds requirements).

a. CBO estimate of H.R. 1 as passed by the House on May 22, 2025, <https://www.cbo.gov/publication/61461> (June 4, 2025).

b. CBO estimate of P.L. 119-21, <https://www.cbo.gov/publication/61570> (July 21, 2025).

¹⁰ CBO also estimated the interaction of the Nutrition provisions, which adds a cost of \$25 billion and which may impact the cost estimates of individual provisions.

- c. The text of the TEFAP provisions is identical in the House-passed and enacted versions, but the locations within the bill differ. In the enacted version, this provision is included in a different subtitle than the SNAP provisions, but in the House version it is in the same subtitle.

Potential State and Household Effects of the Enacted Law¹¹

On August 11, 2025, CBO published an estimate of P.L. 119-21's impacts on participation and benefits. This analysis supplemented the SNAP information included in a larger analysis on the law's distributional effects.

CBO's estimated state and household effects included the following:

- The TFP provision is not estimated to impact participation but would reduce benefits beginning in 2027. By 2034, the policy change is estimated to reduce the average monthly benefit by \$14. The cost estimate of this provision includes reductions in spending for other USDA FNS programs (nutrition assistance programs for Puerto Rico and American Samoa, the Summer Electronic Benefits Transfer for Children Program [sometimes called Summer EBT or SUN Bucks], and TEFAP).
- ABAWD time limit changes (defining the individuals subject to the limit and changes to waivers) would reduce SNAP participation by 2.4 million people in an average month over the 10-year window from 2025 through 2034.¹²
- Treatment of the energy assistance proposal is estimated to decrease monthly benefits by approximately \$100 for about 3% of SNAP households in an average year from 2026 through 2034.
- Treatment of the internet expenses proposal is estimated to decrease monthly benefits by about \$10 for approximately 65% of SNAP households, on average, in each year from 2026 through 2034.
- For the provision requiring a state match for benefit funding, most of the federal savings (about \$35 billion of the \$41 billion) comes from states paying a portion of benefit costs. CBO expects a variety of state responses to this potential requirement: some maintaining current benefits and eligibility, some modifying benefits or eligibility, and some leaving SNAP. Using methods that consider these varying state responses, CBO estimates that the provision may eliminate benefits for 300,000 people in an average month over FY2025-FY2034, reducing federal spending by about \$7 billion. CBO also estimates that the provision

¹¹ This section summarizes CBO, *Estimated Effects of P.L. 119-21 on Participation and Benefits Under the Supplemental Nutrition Assistance Program*, August 11, 2025, <https://www.cbo.gov/system/files/2025-08/61367-SNAP.pdf>. CBO presented this information as a supplement to CBO, letter to the Honorable Brendan F. Boyle, the Honorable Hakeem Jeffries, the Honorable Jeffrey A. Merkley, and the Honorable Charles E. Schumer concerning the distributional effects of P.L. 119-21 (August 11, 2025), <http://www.cbo.gov/publication/61367>.

¹² More specifically, CBO stated that this 2.4 million participation estimate is made up of affected subpopulations: about 800,000 adults ages 55-64 without dependents, 300,000 adults who live with children age 14 or older, roughly 1 million adults without dependents who would have received a waiver or exemption under prior law, and a net 300,000 from the new populations who will no longer be exempt (veterans, homeless, aged out of foster care) plus the new exemptions for American Indians. CBO did not indicate whether any of these participation changes are due to increases in participants' employment income.

would decrease child nutrition program spending (by \$170 million over 2028-2034), affecting benefits for 96,000 children in an average month.¹³

CBO specified that the effects in this estimate are presented “for each section as if implemented on its own; they do not account for interactions among provisions. Because of overlap in the affected populations, the effects of simultaneously enacting all of the provisions would differ from the sum of effects of enacting each provision separately.”

Consistent with the policy comparison in **Table 1** and CBO budgetary impact estimates in **Table 3**, CBO’s May 22 estimate (based on a version of the House-passed bill) found larger impacts for the changes to work requirements, benefits cost-sharing, and administrative costs cost-sharing than those shown above for the enacted law.¹⁴

Considering Implementation

With the enactment of these provisions, the immediate, medium-term, and longer-term impacts of the SNAP changes depend on USDA’s and the states’ implementation of the changes. For USDA, this might mean the timeline and technical assistance support provided to states. For states, this may include budgetary decisions to meet their new cost-share requirements and notifying current recipients and potential applicants of the changes to come. As the benefit cost-share provisions hinge on states future error rates, state improvements and federal roles in that improvement may play a part. Some SNAP state agencies are also Medicaid state agencies facing changes from other titles of P.L. 119-21.¹⁵

As indicated in **Table 1**, some of the provisions begin in future years; for example, the states’ new cost-sharing requirements for benefit and administrative costs begin to take effect in FY2026. However, the majority of the enacted SNAP provisions (Thrifty Food Plan, work requirements, and waivers, treatment of energy assistance and internet costs, noncitizen eligibility for SNAP) are effective immediately. In practice, their implemented date (and/or date that will impact households) will rely on USDA guidance and rulemaking, and some provisions may be subject to flexibilities given to states in federal regulation.

Author Information

Randy Alison Aussenberg
Specialist in Nutrition Assistance Policy

¹³ SNAP participation confers automatic eligibility for certain child nutrition program benefits, as discussed further in CRS Report R46234, *School Meals and Other Child Nutrition Programs: Background and Funding*. SNAP participation also informs schools’ eligibility for and funding under the Community Eligibility Provision (CEP). Children who lose eligibility for free meals through SNAP may still be eligible for free or reduced-price meals through another pathway, such as income eligibility.

¹⁴ CBO, *Re: Potential Effects on the Supplemental Nutrition Assistance Program of Reconciliation Recommendations Pursuant to H. Con. Res. 14, as Ordered Reported by the House Committee on Agriculture on May 12, 2025*, letter to Ranking Members Klobuchar and Craig, May 22, 2025, https://www.cbo.gov/system/files/2025-05/Klobuchar-Craig-Letter-SNAP_5-22-25.pdf. This estimate is based on a version of Section 10012 that is different from the House-passed bill.

¹⁵ P.L. 119-21, Subtitle B, Chapter 1.

Acknowledgments

This report benefited from the contributions of Gene Falk, CRS Specialist in Social Policy.

Disclaimer

This document was prepared by the Congressional Research Service (CRS). CRS serves as nonpartisan shared staff to congressional committees and Members of Congress. It operates solely at the behest of and under the direction of Congress. Information in a CRS Report should not be relied upon for purposes other than public understanding of information that has been provided by CRS to Members of Congress in connection with CRS's institutional role. CRS Reports, as a work of the United States Government, are not subject to copyright protection in the United States. Any CRS Report may be reproduced and distributed in its entirety without permission from CRS. However, as a CRS Report may include copyrighted images or material from a third party, you may need to obtain the permission of the copyright holder if you wish to copy or otherwise use copyrighted material.

DATE: October 3, 2025

SUBJECT: Supplemental Nutrition Assistance Program (SNAP) Provisions of the One Big Beautiful Bill Act of 2025 - ABAWD Exceptions - Implementation Memorandum

TO: All SNAP State Agencies
All Regions

On July 4, 2025, President Donald J. Trump signed into law the historic [One Big Beautiful Bill Act of 2025](#) (OBBB). On September 5, 2025, the Food and Nutrition Service (FNS) published a memorandum describing the SNAP provisions of the OBBB, *Supplemental Nutrition Assistance Program Provisions of the One Big Beautiful Bill Act of 2025 – Information Memorandum*.

This memorandum provides State agencies additional information on implementing Section 10102(a) of the OBBB, which changes exceptions from the Able-Bodied Adults Without Dependents (ABAWD) time limit.

Modification of ABAWD Time Limit Exceptions

The OBBB modifies the ABAWD time limit exceptions at Section 6(o)(3) of the Food and Nutrition Act of 2008 (the Act). Throughout this document, “modified exception criteria” refers to the ABAWD exception criteria, as amended by the OBBB.

Increase of the Upper Age Limit

Prior to passage of OBBB, individuals aged 18 to 54 were subject to the ABAWD time limit.¹ The OBBB increases the age of those subject to the time limit to age 64. Therefore, individuals aged 18 to 64 are now subject to the time limit, unless they meet another exception.

The OBBB does not change the upper age limit for the general work requirements at Section 6(d)(3) of the Act. Individuals aged 60 or older remain exempt from the general work requirements, including mandatory participation in SNAP Employment and Training (E&T).

The OBBB also does not impact the definition of “elderly” in Section 3(j) of the Act. Individuals age 60 or older continue to be defined as “elderly” for SNAP purposes. Therefore, State agencies must continue to apply other policies for elderly individuals to those aged 60 or

¹ The Fiscal Responsibility Act of 2023 gradually increased the age of those subject to the ABAWD time limit from 49 to 54 through fiscal year 2030.

older, such as the availability of excess medical deduction and the lack of a cap on excess shelter deduction.

Changes to the Exception for Children in the Household

The OBBB limits the exception for a parent or other household member with responsibility for a dependent child to children under 14 years of age. Previously, this exception applied to a parent or other household member with responsibility for a dependent child under 18 years of age.

Therefore, adults in a SNAP household with children between ages 14 and 17 are now subject to the time limit, unless they meet another exception, including caring for a child in the household under age 14.

End of Exceptions Implemented by the Fiscal Responsibility Act of 2023

The OBBB removes the temporary exceptions for the following populations, which were added by the Fiscal Responsibility Act of 2023 (FRA):

1. Homeless individuals;
2. Veterans; and
3. Individuals aged 24 or younger and in foster care on their 18th birthday (or a higher age if the State offers extended foster care).

These individuals are once again subject to the time limit, as they were prior to the 2023 FRA, unless they meet another exception.

New Exceptions

The OBBB adds new exceptions for Indians, also referred to as Native Americans, Alaska Natives, Indigenous Peoples, and Tribal Members. The new exceptions include:

1. “An Indian” as defined in paragraph (13) of section 4 of the Indian Health Care Improvement Act (IHCA);
2. “An Urban Indian” as defined in paragraph (28) of Section 4 of the IHCA; and
3. “A California Indian” as described in section 809(a) of the IHCA.

Therefore, individuals are not subject to the time limit if they meet one of the limited definitions detailed below, per 25 U.S.C. Chapter 18. State agencies must follow verification rules, including verifying questionable information with reviewable documentary evidence per 7 CFR 273.2(f) and 273.24(l).

An individual is an “Indian” per 25 U.S.C. 1603(13) if they:

1. Are a member of an Indian tribe.
2. Indian tribe is defined as any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or group or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act, which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. *Please note, this definition of “Indian tribe” is different than the definition of “Indian tribe” at 7 CFR 271.2.;*

An individual is an “Urban Indian” per 25 U.S.C. 1603(18), if they:

1. Reside in an urban center and meet at least one of the following four criteria:
 - a. Regardless of if they live on or near a reservation, is a member of a tribe, band, or other organized group of Indians, including those tribes, bands, or groups terminated since 1940 and those recognized now or in the future by the State in which they reside, or who is a descendant, in the first or second degree of any such member;
 - b. Is an Eskimo or Aleut or other Alaska Native,
 - c. Is determined to be an Indian for any purpose under regulations promulgated by the Secretary of Interior; or
 - d. Is determined to be an Indian under regulations promulgated by the Secretary of Health and Human Services.
2. Urban center is defined as any community which has a sufficient urban Indian population with unmet health needs to warrant assistance under subchapter IV of the IHICA, as determined by the Secretary of Health and Human Services.

An individual is a “California Indian” per 25.U.S.C. 1679(a), if they:

1. Are a member of a federally recognized Indian tribe;
2. Are a descendant of an Indian who was residing in California on June 1, 1852, if such descendant—
 - a. Is a member of the Indian community served by a local program of the Indian Health Service; and
 - b. Is regarded as an Indian by the community in which such descendant lives;
3. Are an Indian who holds trust interests in public domain, national forest, or reservation allotments in California; or
4. Are an Indian of California who is listed on the plans for distribution of the assets of rancherias and reservations located within the State of California under the Act of August 18, 1958, and any descendant of such an Indian.

Application of Modified Exception Criteria

These changes were effective upon enactment, July 4, 2025. State agencies must immediately screen for and apply the modified exception criteria to all initial applications and recertification applications.

Screening for Exceptions

As a reminder, State agencies must screen each work registrant to determine if it is appropriate, based on the State agency's criteria, to refer the individual to an E&T program per 7 CFR 273.7(c)(2). Since individuals aged 60 to 64 remain exempt from the general work requirements, State agencies are prohibited from requiring individuals aged 60 through 64 to participate in E&T (mandatory E&T).

State agencies must also screen for exemptions in accordance with relevant law and regulation.

Noticing Requirements

State agencies must provide households with a consolidated written notice and an oral explanation of all applicable work requirements, including the general work requirements, ABAWD requirements and mandatory SNAP Employment and Training (E&T), if assigned, per

7 CFR 273.7(c)(1)(ii). State agencies must update their notices to ensure individuals aged 55 to 64 are properly notified that they are now subject to the ABAWD time limit.

Verification Requirements

State agencies must continue to follow verification requirements at 7 CFR 273.2(f) and 273.24(l).

Quality Control and Technical Assistance

FNS will, as appropriate, hold States harmless for Quality Control (QC) purposes for 120 days from the required implementation date.

The 120-day variance exclusion period cannot apply if the State agency does not implement the new provision in accordance with 7 CFR 275.12(d)(2)(vii). State agencies that implement a provision later than the required implementation date, but before the end date of the exclusionary period, will only be allowed a variance exclusion for the time remaining. State agencies that implement after the exclusionary period end date do not get a variance exclusion.

A 120-day variance exclusion is permitted for the misapplication of the below OBBB changes, as discussed in this memo:

- The revision of the exception for a parent or other household member with responsibility for a dependent child from a child under 18 years old to a child under 14 years old;
- The removal of the three temporary exceptions added by the FRA, including homeless individuals, veterans, and individuals aging out of foster care;
- The addition of exceptions for Indians, Urban Indians, and California Indians; and
- The increase in the age-based exception to subject individuals to the time limit through age 64.

None of the above provisions are subject to early implementation rules at 7 CFR 275.12(d)(2)(vii)(A) since the enactment date of all provisions began on July 4, 2025. The exclusionary period end date for all the above provisions is November 1, 2025.

FNS is committed to providing ongoing technical assistance to State agencies to ensure successful implementation of the OBBB provisions. FNS will continue to provide additional materials guidance and State-specific technical assistance.

State agencies with questions should contact their Regional Office representatives.

Sincerely,

Ronald Ward
Acting Associate Administrator
Supplemental Nutrition Assistance Program
Food and Nutrition Service



Food and Nutrition Service

U.S. DEPARTMENT OF AGRICULTURE

DATE: September 4, 2025

SUBJECT: Supplemental Nutrition Assistance Program Provisions of the One Big Beautiful Bill Act of 2025 – Information Memorandum

TO: All SNAP State Agencies
All Regions

On July 4, 2025, President Donald J. Trump signed Public Law 119-21, the One Big Beautiful Bill Act of 2025 (OBBA). The law contains several provisions that affect the Supplemental Nutrition Assistance Program (SNAP). These include changes to SNAP eligibility, benefits, and program administration.

Attached is an information memorandum describing the SNAP provisions and effective dates for most provisions. FNS will, as appropriate, hold States harmless for Quality Control (QC) purposes for 120 days from the implementation date.

Additional, detailed guidance on implementation of these provisions is generally forthcoming by September 30, unless specified otherwise. Please reach out to your FNS Regional Office with any questions.

Sincerely,

Ronald Ward
Acting Associate Administrator
Supplemental Nutrition Assistance Program
Food and Nutrition Service

SNAP Provisions of the One Big Beautiful Bill Act of 2025

Sec. 10101. Re-Evaluation of Thrifty Food Plan.

Amends Sec. 3(u) of the Food and Nutrition Act (the Act), to revise how the Thrifty Food Plan is updated. It limits future re-evaluations from increasing the cost of the Thrifty Food Plan. It also requires annual adjustment of the cost of the Thrifty Food Plan each October to reflect changes in the Consumer Price Index for All Urban Consumers, published by the Bureau of Labor Statistics of the Department of Labor for the most recent 12-month period ending in June.

The OBBB also amends Sec. 3(u) to establish in statute the household adjustments for maximum allotments. This provision is effective October 1, 2025, and the market baskets of the Thrifty Food Plan may be reevaluated no earlier than October 1, 2027.

Sec. 10102. Modifications to SNAP Work Requirements for Able-Bodied Adults.

This provision modifies Sec. 6(o) of the Act changes which individuals are subject to the time-limited work requirements, the circumstances in which the Secretary may approve a waiver of the time limit in an area and creates new exemptions for Alaska and Hawaii. These requirements are sometimes referred to as the able-bodied adults without dependents (ABAWD) work requirement.

Changes to exceptions from the time limit are listed below.

1. Increases the upper age exception to 65 and older.
2. Limits the exception based on responsibility to care for a dependent child to those with a child under 14 years of age.
3. Removes exceptions for homeless individuals, veterans, and those 24 and younger who aged out of foster care.
4. Establishes new exceptions for “an Indian”, “Urban Indian” and “California Indian” as defined in the Indian Health Care Improvement Act.

The OBBB also amends Sec. 6(o)(4) to adjust when the Secretary may approve a waiver of the time limit. It removes the criterion that provides for waiver requests when an area does not have a sufficient number of jobs to provide employment for the individuals that reside there from the list of circumstances qualifying an area for a waiver of the time limit. This condition is replaced by an option for areas in Alaska and Hawaii to qualify for an ABAWD waiver if their unemployment rate reaches or exceeds 150% of the national average. States other than Alaska and Hawaii may now only request waivers when the unemployment rate meets or exceeds 10 percent in an area.

These changes were effective upon enactment. State agencies must apply updated exceptions to new and ongoing participants after they are screened, in accordance with 7 CFR 273.24(k). FNS will follow up with State agencies currently operating waivers of the time limit that are no longer eligible under the revised program rules.

The OBBB also establishes new exemptions for individuals residing in Alaska and Hawaii if the State makes a request to the Secretary and is demonstrating a good faith effort to comply with time limit work requirements. Exemptions granted will expire no later than December 31, 2028. Additional guidance for how Alaska and Hawaii may request exemptions under this provision is forthcoming.

Sec. 10103 Availability of Standard Utility Allowances Based on Receipt of Energy Assistance.

Amends how State agencies treat receipt of a payment under the Low-Income Home Energy Assistance Act of 1981 (LIHEAA) or other similar energy assistance programs for the purposes of the Heating and Cooling Standard Utility Allowance (HCSUA). Only households with an elderly or disabled member which receive a payment of more than \$20 under a LIHEAA program (or similar energy assistance programs), annually, in the month of application or immediately preceding 12 months are automatically eligible for the HCSUA to be applied to the household's case when determining eligibility and benefit amount.

Households without an elderly or disabled member are no longer eligible based on a payment of any amount from a LIHEAA program (or similar energy assistance programs). Households without an elderly or disabled member must incur heating or cooling expenses in accordance with section 5(e)(6)(C) to have the HCSUA used in determining their eligibility and benefit amount.

This provision also changes how SNAP treats third-party energy assistance payments provided under a State law depending on whether there is an elderly or disabled SNAP household member. The assistance will no longer count as income if the household includes an elderly or disabled member, and the household will continue to count expenses the assistance covers towards the excess shelter deduction. If the household does not include an elderly or disabled member, the assistance would continue counting as income, however, the household could no longer count the expense covered by the assistance towards the excess shelter deduction.

This provision is effective upon enactment. State agencies must apply this policy at initial certification for new applicants and, at a minimum, apply the changes to ongoing households at recertification.

Sec. 10104. Restrictions on Internet Expenses.

Prohibits inclusion of internet costs in a household's allowable shelter costs for the purposes of the excess shelter deduction. This includes a restriction on including internet costs in calculating standard utility allowances (SUAs).

This provision is effective upon enactment. FNS provided State agencies with additional instructions for calculating their Fiscal Year 2026 SUA values on August 15, 2025.

Sec. 10105. Matching Funds Requirements.

This provision amends Section 4(a) of the Act to establish a SNAP quality control incentive that consists of State matching funds requirements for the cost of SNAP benefit allotments. The matching requirements are determined based on a State's SNAP payment error rate and range from a State share of 0 to 15 percent of program allotments. These requirements generally begin in fiscal year 2028.

Sec. 10106 Administrative Cost Sharing.

This provision amends Section 16(a) of the Act and reduces the amount that USDA may pay a State agency for administrative costs involved in its operation of SNAP to 25 percent, from the current 50 percent, beginning in fiscal year 2027.

Sec. 10107 National Education and Obesity Prevention Grant Program.

This provision amends Section 28(d)(1) of the Act by ending required funding of the SNAP Nutrition Education and Obesity Prevention Grant Program (SNAP-ED) with the fiscal year 2025 grant allocation. Unexpended fiscal year 2025 SNAP-Ed grant funds may be used in FY 2026 to operate SNAP-Ed. Further guidance was released on August 13.

Sec. 10108 Alien SNAP Eligibility.

This provision makes changes to non-citizen eligibility for SNAP. Further guidance is forthcoming.

LIST OF REVISIONS

Rule 321: SNAP UPDATES FROM H.R.1

Rules SNAP Participants are subject to:	Requirement Exemptions:
The Work Registration Requirements nor the Requirement to Work apply to participants who are:	• Under sixteen (16) years of age or sixty (60) years of age or older • Physically or mentally disabled • Complying with other work requirements of another program (TANF or unemployment compensation) • Sixteen (16) years of age to seventeen (17) years of age, living at home and attending school/training program at least half-time • Responsible for a child under six (6) years of age • Receiving TEA Cash Assistance • Caring for an incapacitated individual • Receiving or having applied for Unemployment benefits • Already working more than thirty (30) hours per week; OR receiving weekly wages at least equal to the Federal minimum wage multiplied by thirty (30) hours • Participating in a drug or alcohol rehab program • Students enrolled at least half-time
SNAP participants who meet the following criteria are exempt from the Requirement to Work but are subject to Work Registration requirements:	• Exempt from General SNAP Work Requirements • Sixteen (16) years of age or younger or Sixty-six (66) years of age or older • Living in a household with a child fourteen (14) years of age or younger • Pregnant • Indians (as per PL 119-21) • Urban Indians (as per PL 119-21) • California Indians as these terms are defined by the Indian Health Care Improvement Act (as per PL 119-21)
SNAP participants that do not meet any exemptions listed above are subject to both Work Registration requirements and the Requirement to Work. When subject to the Requirement to Work, SNAP participants are subject to Time Limit Rules, meaning they can only receive three (3) months of SNAP benefits in a thirty-six (36) month period unless fulfilling the	• Working an average of twenty (20) hours per week or an average of eighty (80) hours per month • Participating in SNAP E&T for twenty (20) hours per week or an average of eighty (80) hours per month • Participating in a work program for twenty (20) hours per week or an average of eighty (80) hours per month

LIST OF REVISIONS
Rule 321: SNAP UPDATES FROM H.R.1

Requirement to Work by doing one or a combination of the following:	
---	--

b.



NOTE: Work registration requirements include the following: registering for work, participating in SNAP E&T to the extent assigned, accepting suitable offers of employment, and avoiding voluntarily quitting a job or reducing work hours below thirty (30) hours per week without good cause. See SNAP 3412 for applying sanctions if a SNAP participant fails to comply with these requirements.

21. 3510

- a. Deleted section and moved to SNAP 3511
- b. Changed title from “Establishing the 3 Year Compliance Period” to “Establishing the Three Year Compliance Period”

22. 3511

- a. Changed title from “3-Year Compliance Period” to “Three (3)-Year Compliance Period”
- b. Added “The three (3)-year compliance period runs continuously regardless of the whether the individual participates in the Supplemental Nutrition Assistance Program.”
- c. Deleted “3-year” and replaced with “three-year” multiple times in this section
- d. Added “three” and placed 3 in parentheses
- e. Updated years in Example 1
 - i. Updated “2016” to “2025”
 - ii. Updated “2018” to “2027”
 - iii. Updated “2019” to “2028”
- f. Updated years in Example 2
 - i. Updated “2016” to “2025”
 - ii. Updated “2018” to “2027”
 - iii. Updated “2019” to “2028”

23. 3512

- a. Updated first sentence in paragraph 1 to update the able-bodied adult terminology from “able bodied adult” to “Able-Bodied Adult Without Dependents (ABAWDs)”
- b. Deleted “3-” and replace with “three- (3)” in all instances
- c. Updated grammar from “able bodied” to “able-bodied”
- d. EXAMPLE: Deleted “3-” and replaced with “three-”



STATE OF ARKANSAS BUREAU OF LEGISLATIVE RESEARCH

Marty Garrity, Director
Matthew Miller, Deputy Director
for Legal Services
Wendy Cartwright, Deputy Director
for Fiscal Services
Jessica Whittaker, Deputy Director
for Research Services
Jeff Dean, Chief Information
Technology Officer for IT Services

MEMORANDUM

TO: Members, ALC – Executive Subcommittee

CC: Marty Garrity, Director, Bureau of Legislative Research;
Rebecca Miller-Rice, Administrator, Administrative Rules Review Section,
Legal Services Division

FROM: Lacey Johnson, Legislative Attorney, Administrative Rules Review Section,
Legal Services Division

DATE: November 20, 2025

SUBJECT: Legal Authorization for the Department of Human Services, Division of County
Operations' Emergency Promulgation of a Rule Regarding Supplemental
Nutrition Assistance Program Updates from H.R. 1

The Department of Human Services has the responsibility to administer assigned forms of public assistance, *see* Ark. Code Ann. § 20-76-201(1), and it has the authority to make rules that are necessary or desirable to carry out its public assistance duties. Ark. Code Ann. § 20-76-201(12). The Department and its divisions also have the authority to promulgate rules as necessary to conform their programs to federal law and receive federal funding. Ark. Code Ann. § 25-10-129(b).

This rule implements Title I, Subtitle A of Pub. L. 119-21, 139 Stat. 72 (July 4, 2025), regarding nutrition. Subtitle A addresses re-evaluation of the thrifty food plan, modifications to SNAP work requirements for able-bodied adults, availability of standard utility allowances based on receipt of energy assistance, restrictions on internet expenses, matching funds requirements, administrative cost sharing, the national education and obesity grant program, and alien SNAP eligibility.