

Part E - Table 2: E&T Component Detail

Non-Education, Non-Work Components							
Component	Description	Geographic Area	Target Audience (e.g., Homeless, ABAWDS)	Anticipated monthly participants (unduplicated count)	Anticipated Monthly cost*	Provider (Contracted, SNAP agency, or both)	Reporting Measure(s) – if > 100 participants
<i>Job Search</i>	The Job Search activity consists of a self-directed effort to find paid employment. SNAP E&T participants will be enrolled in this component if determined “ready to work” after being assessed. Job Search participants are required to contact employers either via face-to-face interviews or by submission of applications or resumes. In order to count as an employer contact, the contact must be with an employer who ordinarily employs individuals in areas	25 local jurisdictions served by 22 local DSS with SNAP E&T located throughout the state. The localities are Arlington County; Brunswick County; Fairfax County; Henry County/Martinsville City; King and Queen County; Pittsylvania County; Prince William County; Roanoke County; Rockbridge	Work Registrant, including ABAWDs and Volunteers. In some areas certain categories are given priority such as ex-offenders (returning citizens) and ABAWDs.	229	\$186,064	Local Agencies and referrals to WIOA program.	The percentage and number of program participants who received Job Search services and are in unsubsidized employment upon completion of the component. Collected through the State’s Data Warehouse by using available information in the reporting system. A Data Dictionary is

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	<p>of work for which the participant is reasonably qualified.</p> <p><u>Type of component</u> Non-work</p> <p>Job Search will be a work component when offered through the Commonwealth Workforce System operated under the Workforce Innovation and Opportunity Act or Section 236 of the Trade Act. Job Search will be a non-work component when offered by other than those listed above.</p> <p><u>Level of participant effort</u> Participants may spend up to 8 weeks per 12 months in Job Search and be required to report on the number of job contacts made.</p> <p><u>Targeted population</u> SNAP E&T</p>	<p>County/Lexington/Buena Vista; Surry County; Tazewell County, Alexandria City; Bristol City; Chesapeake City; Danville City; Hampton City; Newport News City; Norfolk City; Portsmouth City; Richmond City; Roanoke City; and Virginia Beach City. All agencies participate except for King and Queen County.</p>					<p>established describing the process of gleaning the specific information required to produce a USDA SNAP E&T report.</p>

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	<p>participants based on employability assessment and labor market conditions.</p> <p><u>Organizational responsibilities</u> Job Search will be operated by the SNAP E&T agency, a service provider, or another One Stop Partner in the state's workforce system. The entity responsible will vary by community and by the individual needs of the participant. In all cases, progress and compliance will be reported to the local department of social services.</p> <p><u>Method for monitoring job contacts</u> Participants will be monitored by the component provider and will be required to submit a signed form listing job search contacts made. Local agencies will</p>						

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	assume responsibility for program compliance. All local agencies participate except for King and Queen County.						
Job Search Training	Job Readiness-Basic Employment Skills Training (BEST) <u>Description of component</u> BEST will include activities that may consist of job skill assessments, occupational exploration, training and counseling in personal preparation for employability, training and counseling in techniques for identifying and pursuing employment opportunities (including	Same as those listed in Job Search-25 local jurisdictions served by 22 local DSS with SNAP E&T located throughout the state. All local agencies provide this component.	Work Registrant, including ABAWDs and Volunteers. In some areas certain categories are given priority such as ex-offenders (returning citizens) and ABAWDs.	77	\$33,026	Local Agencies and contracts	The percentage and number of program participants who received Job Search Training services and are in unsubsidized employment upon completion of the component. Collected through the State's Data Warehouse by using available information in the reporting

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	<p>information on local emerging and demand occupations and job placement services).</p> <p><u>Type of Component</u> Non-work component Job Search will be a work component when offered through the Commonwealth Workforce System operated under the Workforce Innovation and Opportunity Act or Section 236 of the Trade Act. Job Search will be a non-work component when offered by other than those listed above.</p> <p><u>Targeted population</u> Participants who do not have severe barriers to employment, but are not employment-ready, will be assigned to this component.</p> <p><u>Level of participant</u></p>						<p>system. A Data Dictionary is established describing the process of gleaming the specific information required to produce a USDA SNAP E&T report</p>

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	<p><u>effort</u> The number of hours of participation will be based on need.</p> <p><u>Organizational responsibilities</u> SNAP E&T service providers will offer Basic Employment Skills Training. Progress will be monitored by the SNAP E&T service provider and the local agency case manager. In all cases, the local agency will assume the responsibility for the successful operation of the component.</p>						
Job Retention Services	<p>Services related to maintaining employment during the first 90 days of employment. Such supportive services as transportation assistance are provided until a worker is established in the job.</p>	<p>Same as those listed in Job Search-25 local jurisdictions served by 22 local DSS with SNAP E&T located throughout the state. When needed all local agencies will</p>	<p>Work Registrant, ABAWDS and Volunteers who have found employment.</p>	17	\$11,482	Local DSS agencies	<p>N/A as it is not considered a component; designed to keep participants employed by supplying necessary services during the first 90 days of</p>

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Non-Education, Non-Work Components							
		provide services.					employment.

* Limit anticipated monthly cost to administrative costs only. Do not include participant reimbursements.

Education Components (<i>Education expenses must be justified</i>)							
Component	Description & justification	Geographic Area	Target Audience (e.g., Homeless, ABAWDS)	Anticipated monthly participants (unduplicated count)	Anticipated monthly cost*	Provider (Contracted, SNAP agency, or both)	Reporting Measure(s) – if > 100 participants
<i>Education</i>	<p><u>Description of component</u> SNAP E&T participants will be referred to education based on individual need and assessment. Web-based courses will be used in addition to traditional adult education.</p> <p>Included are education-level assessment, GED, and pre-GED</p>	<p>Same as those listed in Job Search-25 local jurisdictions served by 22 local DSS with SNAP E&T located throughout the state. All local agencies provide this component.</p>	<p>Work Registrants including ABAWDs and Volunteers with educational deficits to employment. This could be someone who lacks a diploma or GED, individuals having trouble understanding written English, individuals needing basic education classes, or those</p>	32	\$49,023	Contracts	<p>The percentage and number of program participants who received Educational services and are in unsubsidized employment upon completing the component. Collected</p>

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Education Components (<i>Education expenses must be justified</i>)						
	<p>courses. All participants using web-based courses have access to personal mentors that guide their progress, answer questions, etc. VDSS has entered into a partnership agreement with NICCE, LLC, to offer an extensive web-based program including a component for individuals who read between the 3rd and 6th grade level.</p> <p><u>Type of component</u> Non-work component</p> <p><u>Type of education activities</u> Educational programs to which participants are assigned include, but are not limited to, Adult Basic Education, General Educational Development (GED), Career Readiness Certificate (CRC) preparation, short-term vocational</p>		<p>who need a credential to help them find or advance in employment.</p>			<p>through the State's Data Warehouse by using available information in the reporting system. A Data Dictionary is established describing the process of gleaning the specific information required to produce a USDA SNAP E&T report. Using the same process will capture the % and number of participants who obtain a recognized credential while participating in or after completion of the component.</p>

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Education Components (<i>Education expenses must be justified</i>)							
	<p>education, community college programs and post-secondary education. When appropriate, web-based education courses are utilized. Participant progress in web-based education are monitored and attested to by the web-based education service provider.</p> <p><u>Population targeted</u> Individuals having trouble understanding written English. Individuals needing basic education classes. Individuals pursuing a GED or High School Diploma. Individuals who need a credential to help them find or advance in employment.</p> <p><u>Organizational responsibilities</u> SNAP E&T service providers will offer or sub-contract courses. Progress</p>						

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Education Components (<i>Education expenses must be justified</i>)							
	will be monitored by the SNAP E&T service provider and the local agency SNAP E&T case manager.						
<i>Education and Training for Ex-offenders</i>	<p><u>Description of component</u> SNAP E&T for Ex-Offenders is offered in partnership with VDCJS through its re-entry program. This component will include activities that may consist of job skill assessments, occupational exploration, training and counseling in personal preparation for employability, training and counseling in techniques for identifying and pursuing employment opportunities (including information on local emerging and demand occupations</p>	<p>Same as those listed in Job Search-25 local jurisdictions served by 22 local DSS with SNAP E&T and other DSS agencies. A requirement is that a Re-entry organization be a partner and have an agreement with the local DSS agency to refer.</p>	<p>SNAP participants who have been incarcerated and need help in preparing for a job</p>	25	\$50,000		<p>The percentage and number of program participants who received Education and Training for Ex-offenders services and are in unsubsidized employment upon completing the component. Collected through the State's Data Warehouse by using available information in the reporting system. A Data</p>

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	<p>and job placement services), as well as the sharing of costs for education and vocational training and supportive services. Match funding for this component comes from VDCJS and are state funds.</p> <p><u>Type of Component</u> Non-work component</p>					<p>Dictionary is established describing the process of gleaning the specific information required to produce a USDA SNAP E&T report. Using the same process will capture the % and number of participants who obtain a recognized credential while participating in or after completion of the component.</p>
<i>Vocational Training</i>	<p><u>Description of component</u> Vocational training includes occupational assessment, customized training, institutional skills training, upgrade training, and vocational education.</p>	<p>Same as those listed in Job Search-25 local jurisdictions served by 22 local DSS with SNAP E&T programs. All local agencies provide this</p>	<p>Work Registrants, including ABAWDs and Volunteers with work deficiencies</p>	21	\$45,880	<p>The percentage and number of program participants who received Vocational Training services and are in</p>

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	<p>As available, some vocational education and training may be offered on-line.</p> <p>Other components of this training will be evaluated and may include vocational training of participants to provide child care for other participants.</p> <p><u>Type of component</u> Non-work component</p> <p><u>Level of participant effort</u> Participation effort will vary with the type of training provided. Most training will be three to six months in duration. ABAWD participants will spend a minimum of 20 hours per week in vocational training unless combined with other components.</p> <p><u>Targeted population</u> SNAP E&T participants will be</p>	component.					<p>unsubsidized employment upon completion of the component. Collected through the State's Data Warehouse by using available information in the reporting system. A Data Dictionary is established describing the process of gleaning the specific information required to produce a USDA SNAP E&T report. Using the same process will capture the % and number of participants who obtain a recognized credential while</p>

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	<p>considered for vocational training if it appears that training is needed in order to improve the participant's employability.</p> <p><u>Organizational responsibilities</u> When it is necessary, the SNAP E&T service provider will refer a participant to vocational training. The vocational training provider may be, among others, a community college, Workforce Investment Board/One Stop contractor, Rehabilitative Services agency, Technical Center and other certified providers or an on-line learning provider. Progress will be monitored by the SNAP E&T service provider and the local agency case manager.</p>						<p>participating in or after completion of the component.</p>

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Education Components (<i>Education expenses must be justified</i>)							
<i>Community College Vocational Training</i>	Training for specific Jobs through partnerships with local business owners who have job openings and are looking for trained workers. The community college partners with the business to offer what the employer needs and in turn, the business will hire those who successfully complete the training, as long as there are not extenuating circumstances that prevent this such as drug or alcohol abuse.	Community College serving local DSS SNAP E&T agencies. Partnership exists between Northern Virginia Community College and the following local agencies: Fairfax, Arlington, Alexandria and Prince William Counties.	Work Registrant including ABAWDs and Volunteers who need training to find a job and who have the interest and aptitude to successfully complete the training.	7	\$21,375	Contract	The percentage and number of program participants who received Community College Vocational Training services and are in unsubsidized employment upon completion of the component. Collected through the State's Data Warehouse by using available information in the reporting system. A Data Dictionary is established describing the process of gleaning the specific information required to

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Education Components (<i>Education expenses must be justified</i>)							
							produce a USDA SNAP E&T report. Using the same process will capture the % and number of participants who obtain a recognized credential while participating in or upon completion of the component.

* Limit anticipated monthly cost to administrative costs only. Do not include participant reimbursements.

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Work Components							
Component	Description	Geographic Area	Target Audience (e.g., Homeless, ABAWDS)	Anticipated monthly participants (unduplicated count)	Anticipated monthly cost*	Provider (Contracted, SNAP agency, or both)	Reporting Measure(s) – if > 100 participants
<i>Work Experience</i>	<p><u>Description of component</u> In this component, participants gain work experience and new job skills through unpaid work in a public, private non-profit or for-profit agency. The primary focus of work experience is to help the participant develop good work habits, additional job skills, positive work attitudes and an understanding of the employee-employer relationship. Participants may be offered a Work Experience opportunity if they are preparing to enter the workforce and it is determined that additional guidance is required to yield sufficient employment opportunities.</p> <p><u>Type of component</u> Work component</p>	<p>Same as those listed in Job Search-25 local jurisdictions served by 22 local DSS with the SNAP E&T Program. All local agencies provide this component except for King and Queen County. Hampton City only provides this services if the participant specifically request it.</p>	<p>Work Registrants, including ABAWDS and Volunteers who are preparing to enter the workforce and have been determined that additional guidance is required to yield sufficient employment opportunities. Consideration is given to the results of the Individual Plan of Participation, prior training, experience, skills and employment goals.</p>	29	\$11,827.00		<p>The percentage and number of program participants who received Work Experience and are in unsubsidized employment after completing the component. Collected through the State’s Data Warehouse by using available information in the reporting system. A Data Dictionary is established describing the process of gleaning the specific</p>

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Work Components							
	<p><u>Targeted population</u> The Work Experience component is designed to develop and reinforce good work habits and yield positive future job references. Assignment to this component will take into consideration the results of the Individual Plan of Participation, prior training, experience, skills and employment goal(s) of the participant.</p> <p><u>Level of participant effort</u> The number of hours a participant is required to participate in any one month is determined by dividing the household's SNAP allotment by the federal minimum wage, minus hours of participation in other work components. No participant will work more than 30 hours per week or eight hours in a given day without his/her consent. The employer will determine the length of the placement.</p>						information required to produce a USDA SNAP E&T report.

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Work Components							
	<u>Organizational responsibilities</u> SNAP E&T service provider(s) will assume responsibility for ensuring that Work Experience opportunity development, participant assignment and monitoring are carried out within the guidelines established by the state.						

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Part F - Table 3: Estimated Participant Levels

A.	Anticipated number of work registrants in the State during the Federal FY (unduplicated count):	300,000
B.	Total number of planned State option exemptions from E&T Participation:	
	List below planned State option exemption categories and the number of work registrants expected to be included in each during the Federal FY. 1. Individuals 17 years of age and younger or 50 years of age or older: 2. Individuals who, at the time of evaluation, are medically certified as unfit for regular employment, as determined by VDSS: 3. Individuals who reside in a household with a minor child: 4. Pregnant Women: 5. Individuals who reside in an exempt locality *All work registrants will be exempt from mandatory SNAP E&T participation, as Virginia's program is voluntary.	<p style="text-align: right;"><u>1,800</u></p> <hr style="width: 100%; margin: 0;"/> <p style="text-align: right;"><u>29,220</u></p> <hr style="width: 100%; margin: 0;"/> <p style="text-align: right;"><u>204,630</u></p> <hr style="width: 100%; margin: 0;"/> <p style="text-align: right;"><u>3,960</u></p> <hr style="width: 100%; margin: 0;"/> <p style="text-align: right;"><u>5,310</u></p> <hr style="width: 100%; margin: 0;"/>
C.	Percent of all work registrants exempt from E&T (B/A)	82%
D.	Anticipated number of E&T mandatory participants (A-B)	0
E.	Anticipated number of voluntary E&T participants	ALL
F.	Anticipated number of ABAWDs in the State during the Federal FY.	54,990
G.	Anticipated number of ABAWDs in waived areas of the State during the Federal FY.	11,399
H.	Anticipated number of ABAWDs to be exempted under the State's 15 percent ABAWD exemption allowance during the Federal FY	0
I.	Number of potential at-risk ABAWDs expected in the State during the Federal FY (F-(G+H))	43,493

Part I - Table 5: Operating Budget

	State cost	Federal cost	Total
I. Direct Costs:			
a) Salary/Wages			
b) Fringe Benefits* Approved Fringe Benefit Rate Used _____%			
c) Contractual Costs	1,242,665	3,103,946	4,346,611
d) Non-capital Equipment and Supplies			
e) Materials			
f) Travel			
g) Building/Space			
h) Equipment & Other Capital Expenditures			
Total Direct Costs	1,242,665	3,103,946	4,346,611
II. Indirect Costs:			
Indirect Costs*Approved Indirect Cost Rate Used:_____%	N/A		
Total Indirect Costs			
III. In-kind Contribution			
State in-kind contribution	N/A		
IV. Participant Reimbursement (State plus Federal):			
a) Dependent Care	48,750	48,750	97,500
b) Transportation & Other Costs	230,000	230,000	460,000
c) State Agency Cost for Dependent Care Services			
V. Total Costs	1,521,415	3,382,696	4,904,111

Part K - Table 7: Summary of Federal Fiscal Year Costs

Funding Category	Approved Prior FY Budget *	Upcoming FY Budget
1. 100 Percent Federal E&T Grant:	2,116,431.00	1,861,281.00
2. Share of \$20 Million ABAWD Grant (<u>if applicable</u>)		
3. Additional E&T Administrative Expenditures	2,485,330.00	2,485,330.00
a. 50% Federal	1,242,665.00	1,242,665.00
b. 50% State	1,242,665.00	1,242,665.00
4. Participant Expenses:		
a. Transportation/Other	460,000.00	460,000.00
50% Federal	230,000.00	230,000.00
50% State	230,000.00	230,000.00
b. Dependent Care	97,500.00	97,500.00
50% Federal	48,750.00	48,750.00
50% State	48,750.00	48,750.00
5. Total E&T Program Costs (= 1+2+3a+3b+4a+4b)	5,159,261.00	4,904,111.00
6. 100% State Agency Cost for Dependent Care Services		
7. Total Planned Federal FY Costs (Must agree with Part H—Operating Budget 5,159,261.00)		4,904,111.00

***Include immediately preceding Federal FY's final approved budget figures for each spending category**