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A. Cover Page and Authorized Signatures

State: Nevada

State Agency Name: Division of Welfare and Supportive Services

Federal FY: 2023

Date Submitted to FNS (revise to reflect subsequent amendments): 09/22/2022

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

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Certified By:



State Agency Director (or Commissioner)

09/23/2022

Date

Certified By:



State Agency Fiscal Reviewer

4. 22. 22

Date

B. Amendment Log

In accordance with 7 CFR 273.7(c)(8), State agencies must submit plan revisions to the appropriate FNS Regional office for approval if it plans to make a significant change. For a complete list of situations requiring an amendment to the E&T State plan, see Plan Modifications in the E&T State Plan Handbook. The State agency must submit the proposed changes for approval at least 30 days prior to the planned implementation.

Please use the log below to document the submission of an amended plan. A single line in the log should capture each time a plan is amended and resubmitted, not each individual amendment throughout the plan.

To expedite the review process for amendment changes, please highlight areas where text has been added or changed. After FNS approval of amendment changes, highlighting must be removed and a clean, updated plan submitted to FNS.

Table B.I. Amendment Log

Amendment Number	Brief description of changes or purpose for amendment (If amendment includes budget changes, include in description)	Sections of Plan Changed (Highlight areas of plan with changes)	Date submitted to FNS	Date approved by FNS

C. Acronyms

State agencies may consider including acronyms for the SNAP State agency, SNAP E&T program name, State's management information system, and SNAP E&T providers or contractors.

Below is a list of common acronyms utilized within this plan. Please delete acronyms that do not apply and add additional acronyms in alphabetical order.

Table C.I. Acronyms

Acronym	Acronym Definition
ABAWD	Able-Bodied Adult without Dependents
E&T	Employment and Training
FY	Fiscal Year
FNS	Food and Nutrition Service
GA	General Assistance
ITO	Indian Tribal Organization
SNAP	Supplemental Nutrition Assistance Program
TANF	Temporary Assistance for Needy Families
USDA	United States Department of Agriculture
WIOA	Workforce Innovation and Opportunity Act
CBO	Community Based Organization
DWSS	Division of Welfare and Supportive Services
E&P MS	Eligibility and Payment Manual Section
FFY	Federal Fiscal Year
GOED	Governor's Office of Economic Development
NEON	New Employees of Nevada (Nevada TANF E&T Program)
NOMADS/ AMPS	Nevada's Eligibility System
NSHE	Nevada System of Higher Education
OASIS	Nevada's E&T Case Management System
TMCC	Truckee Meadows Community College
DETR	Department of Employment, Training, and Rehabilitation
CSN	College of Southern Nevada
WNC	Western Nevada College

D. Assurances

By signing on the cover page of this document and checking the boxes below, the State agency Director (or Commissioner) and financial representative certify that the below assurances are met.

Table D.I. Assurances

Check the box to indicate you have read and understand each statement.	Check Box
I. The State agency is accountable for the content of the E&T State plan and will provide oversight of any sub-grantees. (7 CFR 273.7(c)(4) and 7 CFR 273.7(c)(6))	<input checked="" type="checkbox"/>
II. The State agency is fiscally responsible for E&T activities funded under the plan and is liable for repayment of unallowable costs. (7 CFR 271.4, 7 CFR 276.2, and 7 CFR 277.16)	<input checked="" type="checkbox"/>
III. State education costs will not be supplanted with Federal E&T funds. (7 CFR 273.7(d)(1)(ii)(C))	<input checked="" type="checkbox"/>
IV. Cash or in-kind donations from other non-Federal sources have not been claimed or used as a match or reimbursement under any other Federal program. (7 CFR 277.4(d)(2))	<input checked="" type="checkbox"/>
V. Documentation of State agency costs, payments, and donations for approved E&T activities are maintained by the State agency and available for USDA review and audit. (7 CFR 277.17)	<input checked="" type="checkbox"/>
VI. Contracts are procured through appropriate procedures governed by State procurement regulations. (7 CFR 277.14)	<input checked="" type="checkbox"/>
VII. Program activities are conducted in compliance with all applicable Federal laws, rules, and regulations including Civil Rights and OMB regulations governing cost issues. (7 CFR parts 271, 272, 273, 274, 275, 276, 277, 281, and 282)	<input checked="" type="checkbox"/>
VIII. E&T education activities directly enhance the employability of the participants; there is a direct link between the education activities and job-readiness. (7 CFR 273.7(e)(2)(vi))	<input checked="" type="checkbox"/>
IX. Program activities and expenses are reasonable and necessary to accomplish the goals and objectives of SNAP E&T. (7 CFR 277.4(d)(3))	<input checked="" type="checkbox"/>

Table D.II. Additional Assurances

<p>The following assurances are only applicable to State agencies with the situations described below. If the condition applies, check the box to indicate you have read and understand each statement.</p>	<p>Check Box</p>
<p>I. If in-kind goods and services are part of the budget, only public in-kind services are included. No private in-kind goods or services are claimed. (7 CFR 277.4(d) and (e))</p>	<p style="text-align: center;"><input checked="" type="checkbox"/></p>
<p>II. The E&T Program is implemented in a manner that is responsive to the special needs of Indian Tribal members on Reservations. The State agency shall consult on an ongoing basis about portions of the E&T State Plan which affect them; submit for comment all portions of the E&T State Plan that affect the Indian Tribal Organization (ITO); if appropriate and to the extent practicable, include ITO suggestions in the E&T State plan. (For States with Indian Reservations only.) (7 CFR 272.2(b)(2) and 7 CFR 272.2(e)(7))</p>	<p style="text-align: center;"><input checked="" type="checkbox"/></p>

E. State E&T Program, Operations, and Policy

I. Summary of E&T Program

- a) Provide the vision and mission of the State E&T program. In addition, describe how your State agency's E&T program meets the purpose of E&T which is to: 1) increase the ability of SNAP participants to obtain regular employment; and 2) meet State or local workforce needs.

The mission of the State of Nevada, Division of Welfare and Supportive Services (DWSS) is to engage clients, staff, and the community to provide public assistance benefits to all who qualify and reasonable support for children with absentee parents to help Nevadans achieve safe, stable, and healthy lives.

The Nevada Supplemental Nutrition Assistance Program Employment and Training Program (SNAPET) strives to provide voluntary participants with the skills necessary to obtain and maintain sustainable employment in available in-demand careers.

The SNAPET program offers job search training, supervised job search, job retention, and educational opportunities to SNAP recipients who volunteer to participate. The focus of the educational component is to increase the marketable skill level of participants to prepare them for in-demand careers which require additional or specific educational training or certificates. The focus of the job search training and supervised job search components is to assist participants with employability skills such as compiling meaningful resumes, interviewing skills, soft skills, completing applications, and setting employment goals for successfully finding and maintain employment. The job retention component focuses on assisting newly employed participants with achieving satisfactory performance in the workplace, retaining employment, and looking to future promotions. All components of the SNAPET program can work together to provide participants with the necessary skills to obtain and maintain employment.

Nevada operates a statewide voluntary SNAPET program and available components may vary based on geographical location of the participant. The DWSS will have three (3) full-time SNAPET case managers, and (1) Administrative Assistant located in Las Vegas, and one (1) full-time SNAPET case manager in Reno providing employment and training services in their respective office areas. In other areas of Nevada, SNAP recipients can volunteer to participate at their local DWSS office. The costs for Nevada staff are allocated in accordance with the Division's federally approved cost allocation plan. The SNAPET staff are State of Nevada employees.

To improve information provided to SNAP applicants/recipients, during the initial SNAP certification or recertification interview the eligibility staff will inform the SNAP applicant about the SNAPET program including the available components, supportive services, and how

to access the services if referred. During this interaction, the eligibility staff member will screen each applicant for appropriateness for the SNAPET program and refer appropriate individuals. This process will be in place by December 31, 2022.

Once referred the participant then actively participates in the assessment process with the SNAPET case managers/educational providers, and the information provided by the participant is utilized to determine the appropriate pathway, identify the necessary support services, and complete the employment plan.

The SNAPET case manager/educational provider will attempt to contact the participant every two weeks to ensure the individual is engaged in the activity and has the necessary supports. At least once every 90 days or as frequently as needed, the SNAPET Employment Plan will be reviewed and updated.

The Workforce Opportunity Developer identifies community partners, including employers who are willing to work with the SNAPET population. This staff develops employment and training opportunities for SNAP recipients to meet the State and local workforce needs

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

Nevada’s E&T program is administered on a state level.

c) (For county-administered States only) Describe how counties share information with the State agency (e.g. county E&T plans), and how the State agency monitors county operations.

N/A

d) Provide the geographic areas of the State where the E&T program operates, and describe the rationale for this selection. Designate which areas, if any, operate mandatory E&T programs.

The SNAPET program operates a statewide voluntary program; however, available SNAPET components may vary based on geographical location. Nevada does not operate a mandatory employment and training program.

The DWSS will have three (3) full-time SNAPET case managers, and (1) Administrative Assistant located in Las Vegas, and one (1) full-time SNAPET case manager in Reno providing employment and training services in their respective office areas. In other areas of Nevada, SNAP recipients can volunteer to participate at their local DWSS office.

e) Provide a list of the components offered.

The Nevada Supplemental Nutrition Assistance Program Employment and Training Program (SNAPET) offers job search training, supervised job search, job retention, and educational opportunities to SNAP recipients who volunteer to participate. These components provide the participants the necessary skills to obtain and maintain employment.

The job search training component is provided in conjunction with the supervised job search component. The job retention component is available for the first 30 days of employment when the SNAPET participant has become employed through the SNAPET program.

The educational component is available through contracted third-party educational providers. Each community colleges will train SNAP recipients through short term programs qualifying them for entry level positions at local area in-demand careers. The participants will receive individual support from community colleges staff while participating in the SNAPET educational component. Successful participants will earn credits at the respective colleges toward an Associate of Applied Science degree, other industry recognized certification, apprenticeships, and/or Adult Basic Education/High School Equivalency. The community colleges offer credit and non-credit certifications at the same cost charged to the general public, to include instruction and certification, and referrals to appropriate employers. Community college staff will provide direct and supportive services to SNAPET recipients, including assessments and case management. Each educational provider can make a determination that a SNAPET participant is not a good fit for this component and has 10 days to inform the State agency that they have made a provider determination, and the State agency then has 10 days to inform the participant of the provider determination.

Participants will receive ongoing case management services from the SNAPET case managers and staff at contracted third-party educational institutions. Case management services include supervision of allowable activities, progress monitoring, referrals to and navigation of community resources, and issuance of necessary support services.

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

The SNAPET program rules are in DWSS Eligibility and Payments manual section 800 (E&P MS 800). (<https://dwss.nv.gov/Home/Features/eligibility/Eligibility-N-Payment-Info-Manual/>).

The Nevada Revised Statutes (NRS) section for Welfare and Supportive Services are located at <https://www.leg.state.nv.us/nrs/NRS-422A.html>.

The SNAPET policy transmittals, informational memos, and policy & procedures documents are not available through a web address.

II. Program Changes

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

- a) Summarize changes for the upcoming Federal fiscal year (FY) from the prior FY. Significant changes may include new initiatives, changes in funding or funding sources, policy changes, or significant changes to the number of partners or participants. Significant changes could include those made as a result of management evaluation findings or participation in program improvement initiatives, such as SNAP to Skills. It is not necessary to include changes made as a result of new Federal rulemaking.

As the State of Nevada's SNAPET program has transitioned from a mandatory to a fully volunteer program, the SNAPET field staff have also been transitioning into their new role as career coaching case managers with less emphasis on compliance and the administrative burden of the sanction process.

The contracted educational providers for Nevada's SNAPET program are College of Southern Nevada (CSN) and Truckee Meadows Community College (TMCC).

DWSS will fund a position at NSHE to take on the administrative burden of reporting, tracking, and fiscal management of several statewide educational institutions. This position provides a single point of contact for DWSS staff and coordinates communication between all relevant parties. This position also acts as the subject matter expert to advise and provide technical assistance to the institutions and assist them to maximize their use of funding and achieve long-term sustainability.

The SNAPET program is focused on expanding the educational component of the program to cover more service areas in Nevada and working with employers to create opportunities for SNAP recipients.

Nevada is working on developing the consolidated notice to meet the notice requirements. The Nevada SNAPET program is a voluntary program and eligibility staff inform SNAP applicants of the SNAPET program and components during the intake process and recertification. At this time, the ABAWD requirements are waived statewide. When the ABWAD waiver is lifted SNAP participants subject to work requirements will be provided an oral explanation and consolidated work notice.

Nevada needs additional time to implement the consolidated work notice and oral explanation. Due to a lengthy approval process for to complete work on the notices. The timeline for updating the notices is as follows: Requirements and Design procuring a Information Technology (IT) vendor to complete system enhancements and staffing issues on the DWSS development team, the notices have not been updated as required. Nevada recently received final approval to contract with an IT vendor will be completed by March 2023, the Development and Development Testing will be completed by September 2023, UAT Testing will be completed by November 2023, and the notices will be in production by December 1, 2023.

Nevada is planning to implement the following screening and referral process by December 31, 2022. During the initial SNAP certification or recertification interview the eligibility staff will inform the SNAP applicant about the SNAPET program including the available components, supportive services, and how to access the services if referred. The eligibility staff member will screen each applicant for appropriateness for the SNAPET program. The State criteria will be the individual requests to participate in the SNAPET program, is 16 or older and if under 18 years of age has a high school diploma or GED, does not receive state or federal disability payments, has not applied for or is pending SSI, is not receiving TANF benefits, does not have apparent use of drugs or alcohol, who does not lack a fixed, regular, and/or nighttime residence, and their supportive services needed to participate in SNAPET does not exceed those allowable by the state policy. If a household has an unusual circumstance that would not make them appropriate for the available SNAPET services, the eligibility staff member has discretion for referring to SNAPET. Once the screening has been completed, if the individual meets all of the screening criteria, the individual will be referred by eligibility staff to the SNAPET staff via the established SNAPET email account. The eligibility staff will document the outcome of the screening. If the individual requests to participate in the SNAPET program via AccessNV or one of the third-party educational providers, the information will be provided to the eligibility staff member for a referral to SNAPET if appropriate based on the screening results.

- b) Highlight any changes from above that the State agency is making to the E&T program based on the prior year's performance, for instance changes made as a result of E&T outcome and participation data.

DWSS is continuing to work towards resolving staffing issues in both the Northern and Southern areas of the state to better serve the existing and potential SNAPET participants.

The SNAPET staff are working more closely with community college partners to grow their programs and help them gain a better understanding of the requirements for the SNAPET program, including the screening process, the assessment process, and ongoing case management requirements.

III. Consultation and Coordination with the Workforce Development System

State agencies must design the E&T program in consultation with the State workforce development board and operate the E&T program through the Statewide workforce development system (7 CFR 273.7(c)(5)). The goal of this section is to explain the relationship between the State agency and other organizations it plans to consult and coordinate with for the provision of services, including organizations in the statewide workforce development system. The statewide workforce development system refers to a network of providers, which may include government and the public sector; community-based organizations and non-profits; employers and industry; occupational training providers; and post-secondary institutions, such as community colleges. Please note the State workforce development board is an entity that establishes

strategic plans and sets funding priorities for their area. They are distinct from State workforce agencies.

Consultation

Consultation with the workforce development system generally includes discussions to learn about services provided in the community and how each organization functions and coordinates with others in the community. State agencies can demonstrate they consulted with their State workforce development board by noting the dates of conversations, who they spoke with, what they spoke about, and how they incorporated this information into the design of their E&T program.

- a) **Consultation with State workforce development board:** Describe how the State agency consulted with the State workforce development board in designing its SNAP E&T program. This description should include with whom the State agency consulted and the outcomes of the consultation. If the State agency consulted with private employers or employer organizations in lieu of the State workforce development board, skip to question (b).

The DWSS Administrator is a member of the State Workforce Development Board. The Board meets every other month to discuss workforce development issues and changes within Nevada. The DWSS along with all of the WIOA Title partners submits and presents a report of ongoing and upcoming activities for the State Workforce Development Board. This allows all partners and the Board to ask questions and assist with program alignment.

In Nevada, the SNAP program is part of the combined WIOA State Plan. On January 15, 2020, the SNAPET information in the WIOA State Plan was presented to the Workforce Development Board and the four-year plan was approved in June 2020. The WIOA State Plan was updated and on February 23, 2022, the SNAPET information was presented to the State Workforce Development Board.

The Division also participated on multiple State Workforce Development Board subcommittees or state plan work groups including Performance and Reporting, Customer Flow and Common Processes, and Data and Accountability. Participation in these groups allowed SNAPET to synchronize efforts through workforce partnerships and be incorporated into the WIOA State Plan to promote cross program coordination.

The Division through the Administrator coordinates efforts with the State Workforce Board to provide effective workforce programming with collaboration amongst partners. Through this collaboration and as an active member of the State Workforce Board our Administration determined the continued focus on education, would maintain the alignment of our programs with other workforce programs within Nevada. Through the collaboration of the State Workforce partners, the in-demand careers of the various geographical areas of the state are determined and the educational institutions within the NSHE develops curriculum to provide training opportunities for individuals to meet the demands of area employers.

- b) **Consultation with employers:** If the State agency consulted with private employers or employer organizations in lieu of the State workforce development board, document this consultation and explain the determination that doing so was more effective or efficient. Include with whom the State agency consulted and the results of the consultation.

The State of Nevada consulted with the State Workforce Development Board.

Coordination

Coordination with the workforce development system consists of efforts to partner with workforce providers to directly serve SNAP E&T participants or to align the flow or types of services offered across programs.

- c) **Special State Initiatives:** Describe any special State initiatives (i.e. Governor-initiated or through State legislation) that include SNAP E&T. Describe any efforts taken by the State agency to coordinate these programs, services, partners, and/or activities with the State's E&T program.

The National Association of Workforce Boards (NAWB) awarded a grant to Workforce Connections to form a partnership with One Stop and the SNAPET program to strengthen collaboration. One Stop will be leveraging funding for 20 individuals in this pilot to pay tuition and other supportive costs toward non-degree credentialing programs. DWSS will recruit SNAP recipients for this pilot and engage in job placement for individuals who successfully complete the pilot.

Job Connect developed a "One-Stop" system in Nevada of information and service delivery, which is customer, not program, driven.

Nevada JobConnect Career Centers are user-friendly facilities located throughout the state that provide businesses and job seekers with personalized attention and a variety of valuable services, including job listings, job placement, work registration, labor market information, career information and guidance, assessment, information about education and training opportunities, unemployment insurance information, information on filing for unemployment insurance, resume preparation, referrals to other partner agency services, and more. There are twelve (12) JobConnect locations operational in Nevada.

The Division refers participants to JobConnect for a variety of services based on the individual's needs.

- d) **Coordination with title I of WIOA:** Describe the extent to which the State agency is carrying out SNAP E&T programs in coordination with title I programs under the Workforce Innovation and Opportunity Act (WIOA).

In Nevada, the SNAP program is part of the combined WIOA State Plan. On January 15, 2020, the SNAPET information in the WIOA State Plan was presented to the Workforce Development Board and the four-year plan was approved in June 2020. The WIOA State Plan was updated and on February 23, 2022, the SNAPET information was presented to the State Workforce Development Board.

The Division through the Administrator coordinates efforts with the State Workforce Board to provide effective workforce programming with collaboration amongst partners. Through this collaboration and as an active member of the State Workforce Board our Administration determined the continued focus on education, would maintain the alignment of our programs with other workforce programs within Nevada. Through the collaboration of the State Workforce partners, the in-demand careers of the various geographical areas of the state are determined and the educational institutions within the Nevada system of Higher Education (NSHE) develops curriculum to provide training opportunities for individuals to meet the demands of area employers. The Division has designed a SNAPET program that will focus on education partnerships with NSHE institutions to allow SNAP participants an opportunity to gain training in in- demand careers in their area. We also included a job search training program that could be used in conjunction with the educational component or separately for those who are ready to find careers. The involvement in the State Workforce Board has provided us valuable connections within the Nevada System of Higher-Education which will continue to allow our program to expand the educational component into other areas of the State.

The Division has staff located in a One-Stop Location and affiliated library sites in Las Vegas and the One-Stop Location in Reno. Our Belrose District Office is an affiliated One-Stop Location in Las Vegas. The co-location of One-Stop and DWSS staff at One-Stop locations provides our SNAPET participants the ability to have a soft-hand off to partners, availability of additional resources such as computer labs, and valuable relationships which are used to promote our participants.

Through our Workforce partnership the Workforce Opportunity Developer was able to become a certified Job Developer. This certification will strengthen our partnership with our Title 1 state agency and our ability to develop career opportunities for SNAPET participants.

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

Yes

No

- f) **TANF/GA Coordination:** Describe how the State agency is coordinating with TANF/GA programs, services, partners, and/or activities. Describe any TANF/GA special initiatives targeting specific populations and any actions taken to coordinate with these efforts.

New Employees of Nevada (NEON)

Nevada has adopted a “mini” simplified SNAPET Program. Non-exempt SNAPET participants, who receive Temporary Assistance for Needy Families (TANF), are required to participate in the NEON Program (Nevada’s TANF Employment and Training Program) in lieu of the Nevada SNAPET Program.

The NEON Program includes work experience, job search, job readiness, on-the-job training, community service, and vocational education activities to assist participants in obtaining and maintaining sustainable employment. Additional types of support services are available under this program, including individual training contracts, domestic violence counseling/ services, drug/ alcohol rehabilitation, and health/mental health related activities.

Nevada SNAPET funds are not used to support participant activities in the NEON Program.

- g) **Other Employment Programs:** Describe how the State agency is coordinating its SNAP E&T program with any other Federal or State employment program (e.g. HUD, child support, re-entry, refugee services).

DWSS coordinates with the following organizations to find solutions which provide program recipients, needed services to achieve self-sufficiency:

- Department of Employment, Training and Rehabilitation (DETR)
 - Career Enhancement Program
 - Vocational Rehabilitation
 - Division of Employment Security (ESD)
- Nevada Job Connect: The Statewide workforce system that provides information about access to a wide array of job training, education, and employment services in neighborhood locations.
- WIOA partners offering education and training services
- New Employees of Nevada (NEON)

The referrals to these agencies are generally informal and rely on the regular intake policies for the agencies. Staff do participate in interagency meetings/initiatives to stay apprised of employment opportunities for participants.

JobConnect

JobConnect is Nevada’s statewide Workforce Development System. Division staff may assist participants with JobConnect registration, refer participants to job openings listed through the

JobConnect system and/or refer individuals to JobConnect for individualized training and employment assistance.

IV. Consultation with Indian Tribal Organizations (ITOs)

State agencies are required to consult with Tribes about the SNAP State Plan of Operations, which includes the E&T State Plan, per 7 CFR 272.2(b) and 272.2(e)(7). The consultations must pertain to the unique needs of Tribal members. State agencies are required to document the availability of E&T programs for Tribal members living on reservations in accordance with 7 CFR 273.7(c)(6)(xiii). The goal of this section is to describe how the State agency consulted with Indian Tribal Organizations (ITOs), describe the results of the consultation, and document the availability of E&T programs for Tribal members living on reservations.

a) Did the State agency consult with ITOs in the State?

- Yes, ITOs in the State were consulted. *(Complete the rest of this section.)*
- No, ITOs are located in the State but were not consulted. *(Skip the rest of this section.)*
- Not applicable because there are no ITOs located in the State. *(Skip the rest of this section.)*

b) Name the ITOs consulted.

Duck Valley Shoshone Paiute Tribe
 Pyramid Lake Paiute Tribe
 Ely Shoshone Paiute Tribe
 Las Vegas Paiute Tribe
 Washoe Tribe
 Goshute
 Shoshone-Paiute Tribe
 Te-Moak Tribe of Western Nevada
 Fallon Paiute Shoshone Tribe
 Fort McDermitt Paiute Tribe
 Shoshone Tribe of Nevada and Oregon
 Western Shoshone Indians of Nevada
 Moapa Band of Paiute Indians
 Pahrump Paiute Tribe
 Reno Sparks Indian Colony
 Wa She Shu Washoe Tribe
 Timbisha Shoshone Tribe
 Walker River Paiute Tribe
 Yerington Paiute Tribe
 Winnemucca Indian Colony

Yomba Shoshone Tribe

- c) **Outcomes:** Describe the outcomes of the consultation. Provide specific examples of how the State agency incorporated feedback from ITOs into the design of the E&T program (e.g., unique supportive service, new component, in-demand occupation).

Nevada consults with tribal organizations in Nevada in three forums. The SNAPET program has requested to be a standing agenda item at the meetings to discuss the benefits of the SNAPET program and how to access these services. In addition, DWSS will request feedback about program improvements to better serve tribal members.

1. A statewide quarterly in-person/virtual meeting is held, and the Division Tribal Liaison presents changes in policy and caseload information. The tribal representatives are able to discuss any topic which impacts their tribal members. All Nevada tribal organizations are invited to attend this meeting.
2. A Tribal Health Directors meeting is held monthly with the Inter-Tribal Council of Nevada which represents a combination of 21 individual tribes, bands, and colonies. The meeting is focused on health; however, it is also a forum for discussing other tribal topics.
3. Tribal Organizations are able to contact the Division's Tribal Liaison at any time to discuss any concerns or questions they may have by phone or email.

On January 12, 2022, the DWSS presented SNAPET program information at the Quarterly Tribal Consultation meeting. The presentation provided an overview of the SNAPET program, how to access SNAPET services and DWSS requested input from the tribes in how SNAPET could better serve their members. The DWSS did not receive any feedback to incorporate into our program.

- d) **Enhanced reimbursement:** Will the State agency be seeking enhanced reimbursement for E&T services (75%) for ITO members who are residents of reservations, either on or off the reservation?

Yes

No

V. Utilization of State Options

State agencies have the flexibility to implement policy options to adapt and meet the unique needs of State populations. Check which options the State agency will implement.

a) The State agency operates the following type of E&T program (*select only one*):

- Mandatory per 7 CFR 273.7(e)
- Voluntary per 7 CFR 273.7(e)(5)(i)
- Combination of mandatory and voluntary

b) The State agency serves the following populations (*check all that apply*):

- Applicants per 7 CFR 273.7(e)(2)
- Exempt members of zero benefit households that volunteer for SNAP E&T per 7 CFR 273.10(e)(2)(iii)(B)(7)
- Categorically eligible households per 7 CFR 273.2(j)

c) Does the State agency enable ABAWDs to regain SNAP eligibility through E&T and verify that the ABAWD will meet the work requirement within 30 days subsequent to application per 7 CFR 273.24(d)(1)(iv)?

- Yes
- No

VI. Characteristics of Individuals Served by E&T

State agencies are required to include information about the categories and types of individuals they plan to exempt from mandatory E&T participation (7 CFR 273.7 (c)(6)(iv)), as well as the characteristics of the population they plan to place in E&T (7 CFR 273.7 (c)(6)(v)).

a) Describe the categories and types of individuals the State will exempt from mandatory E&T participation. In accordance with 7 CFR 273.7(e), State agencies may exempt from mandatory E&T participation, categories of work registrants (e.g. all those in counties X, Y, Z, or those in their first 30 days of receipt of SNAP) and individual work registrants based on certain personal characteristics or circumstances (e.g. lack of transportation or temporary disability). These exemptions are in addition to the federal exemptions from work requirements at

273.7(b) and only applicable to the E&T requirement at 7 CFR 273.7(a)(1)(ii). Exemptions from Mandatory E&T must also be listed in Table H 'Estimated Participant Levels' Sheet of the Excel Workbook.

(Note: States than run all-voluntary E&T programs would note that they exempt all work registrants.)

Nevada is a voluntary E&T program that exempts all work registrants.

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

Nevada is a voluntary state, all work registrants are exempt from mandatory E&T participation.

c) What are the characteristics of the population the State agency intends to serve in E&T (e.g. target population)? This question applies to both mandatory and voluntary participants.

- ABAWDs
- Homeless
- Veterans
- Students
- Single parents
- Returning citizens (aka: ex-offenders)
- Underemployed
- Those that reside in rural areas
- Other: Any SNAP recipient 16 years of age and older.

VII. Organizational Relationships

State agencies are required to include information on the organizational relationship between the units responsible for certification and the units operating the E&T components, including units of the statewide workforce development system, if available. For the purposes of the questions below, E&T providers are considered to include units of the Statewide workforce development system. FNS is specifically interested in ensuring that the lines of communication are efficient and that, if

applicable, noncompliance with mandatory E&T is reported to the certification unit within 10 working days after the noncompliance occurs, per 7 CFR 273.7(c)(4). State agencies must also include information on the relationship between the State agency and other organizations it plans to coordinate with for the provision of services.

The following questions are about how the E&T program is structured in your State agency.

- a) Please indicate who at the State agency directly administers the E&T program (i.e. establishes E&T policy, contracts for E&T services, monitors providers). For example, if the E&T program unit is separate from the SNAP certification unit, and if there are separate E&T units at the county level.

The Nevada DWSS administers the SNAPET program at a state level. There are multiple units that have administration responsibilities of the programs. The program specialist staff in the Employment and Supportive Services (ESS) unit are responsible for the SNAPET policy, monitoring SNAPET subawards, reviewing and initiating payment for invoices received and completing program reporting requirements. The Facilities, Allocations/Audit and Contract Team (FACT) unit establishes and audit subawards with partners. The Fiscal Unit is responsible for completing payments for invoices and fiscal related activities. The Field Services Unit is responsible for the staff responsible for providing the SNAPET services to the program participants and developing employment and training opportunities for SNAPET participants.

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

The ESS unit and the Eligibility and Payments (E&P) unit have open communication via telephone, in-person, email, and TEAMS. Also, the administrative staff for the ESS, E&P and Field Operations have weekly meetings to discuss program information. All Policy Transmittals, Informational Memos, and Policy and Procedure documents issued by ESS and/or E&P are issued to all agency staff. The ESS has regularly occurring meetings with the SNAPET field operations staff to discuss SNAPET policy and process issues affecting the field and participants. The SNAPET field operations staff have a specified monitored email address to report changes to SNAP eligibility staff.

Nevada is planning to implement the following screening and referral process by December 31, 2022. During the initial SNAP certification or recertification interview the eligibility staff will inform the SNAP applicant about the SNAPET program including the available components, supportive services, and how to access the services if referred. The eligibility staff member will screen each applicant for appropriateness for the SNAPET program. Once the screening has been completed, if the individual meets all of the screening criteria, the individual will be referred by eligibility staff to the SNAPET staff via the established SNAPET email account. The eligibility staff will document the outcome of the screening. If the individual requests to participate in the SNAPET program via AccessNV or one of the

third-party educational providers, the information will be provided to the eligibility staff member for a referral to SNAPET if appropriate based on the screening results.

- c) Describe the State's relationships and communication with intermediaries or E&T providers (if applicable):
1. Describe how the State agency, intermediaries, E&T partners, share participant data and information. Include the names of any MIS systems (or other modes of communication) used.

Nevada's SNAPET program staff work closely with its educational partners. Primary communication is done through phone, email, and Microsoft Teams. To manage participants and check program eligibility, a shared spreadsheet is used and regularly updated. Bi-weekly status update meetings are held, and additional meetings are conducted as needed to communicate any program changes or invoicing issues.

Nevada is a voluntary program and participants are monitored to ensure they are actively engaged in the educational program. Once a participant ends participation, it is reported to DWSS through the educational provider. SNAP eligibility is checked monthly to ensure participants are eligible to participate.

In the event a provider determines that a participant is not a good fit, the provider will notify the DWSS within 10 days of making the determination. DWSS assess the individual to determine if another E&T program component is appropriate or refers the individual to programs within the community for additional opportunities.

DWSS will notify the participant within 10 days either verbally or in writing of the provider determination and determine if the individual may be a good fit for another SNAPET component.

The provider may move the participant to another program or component within their organization.

2. If the State uses an MIS system, describe the E&T related data that is tracked and stored in those systems (e.g. referrals, noncompliance with program requirements, provider determinations, etc.), and whether the system(s) interact with each other.

The DWSS does not use an MIS system to communicate with educational providers.

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

New policies, procedures, and other information is sent via email and discussed in regular bi-weekly status update meetings. If needed, a meeting will be set outside of the regularly scheduled meetings to discuss.

- 4. Describe the State agency’s process for monitoring E&T partners’ program and fiscal operations. Include plans for direct monitoring such as visits, as well as indirect monitoring such as reviewing program data, financial invoices, etc.

The agency conducts bi-weekly meetings with each educational partner to discuss program issues, share information and collaborate. Each partner is required to complete and submit monthly reports and documentation which are reviewed, and any questions are resolved by the Division. In addition, each partner is requested to submit invoicing monthly with all required backup documentation. These invoices are reviewed by multiple DWSS staff to ensure accurate invoicing and payment.

The Division responds to questions related to federal and state rules and regulations covering SNAPET program policies and appropriate expenditures, provides verification of SNAPET eligibility, monitors the implementation of SNAPET Educational Component and performance outcomes, provides technical assistance, upon request from the sub-grantee and maintains close communication via email and phone throughout the year.

- 5. Describe how the State agency evaluates the performance of partners in achieving the purpose of E&T (assisting members of SNAP households in gaining skills, training, work, or experience that will increase their ability to obtain regular employment and meets State or local workforce needs).

The Division reviews the performance of third-party educational providers by tracking and reviewing outcomes of participants in the educational component. From our third-party education providers, we receive the date participants are enrolled in an educational component and the date they completed enabling the Division to calculate the average time for a participant to complete an educational component.

The data for the number and percentage of E&T participants who are in unsubsidized employment during the second and fourth quarter after completion of participation in an E&T educational component will be obtained from the

Quarterly Wage Data reports. The SNAPET participants will be compared to the data on the Quarterly Wage Data reports, through an automated report.

VIII. Screening for Work Registration

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

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

DWSS eligibility staff determine each participant's work registration status based on E&P MS 800 when SNAP benefits are approved, recertified, or changes in the household circumstances occur. The decision is based on the information provided and verified during the application process. This includes review of all information provided by the SNAP participant, verbal information received, and visual observations during interactions with DWSS eligibility staff. This status is reviewed and updated throughout the SNAP certification period as household circumstances change and are reported.

- b) How does the State agency work register non-exempt individuals? For example, does the State agency make a notation in the file, do individuals sign a form, etc.?

Nevada is a voluntary state. The work registration status is entered in NOMADS/AMPS, the Division's eligibility system.

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

Nevada is working on developing the consolidated notice to meet the notice requirements. The Nevada SNAPET program is a voluntary program and eligibility staff inform SNAP applicants of the SNAPET program and components during the intake process and recertification. At this time, the ABAWD requirements are waived statewide. When the ABWAD waiver is lifted SNAP participants subject to work requirements will be provided an oral explanation and consolidated work notice.

Nevada needs additional time to implement the consolidated work notice and oral explanation. Due to a lengthy approval process for to complete work on the notices. The timeline for updating the notices is as follows: Requirements and Design procuring a Information Technology (IT) vendor to complete system enhancements and staffing issues on the DWSS development team, the notices have not been updated as required. Nevada recently received final approval to contract with an IT vendor will be completed by March 2023, the Development and Development Testing will be completed by September 2023, UAT Testing

will be completed by November 2023, and the notices will be in production by December 1, 2023.

IX. Screening for Referral to E&T

The State agency must screen each work registrant to determine if it is appropriate, based on State specific criteria, to refer them to the E&T program per 7 CFR 273.7 (c)(2). State agencies may operate program components in which individuals elect to participate, per 7 CFR 273.7(e)(4).

- a) List the State-specific criteria eligibility workers use to screen individuals to determine if it is appropriate to refer them to the State's SNAP E&T program. *(Note: This question is not asking about criteria that may be unique to each provider.)*

Nevada is planning to implement the following screening and referral process by December 31, 2022. The eligibility staff member will screen each applicant for appropriateness for the SNAPET program. The State criteria will be the individual requests to participate in the SNAPET program, is 16 or older and if under 18 years of age has a high school diploma or GED, does not receive state or federal disability payments, has not applied for or is pending SSI, is not receiving TANF benefits, does not have apparent use of drugs or alcohol, who does not lack a fixed, regular, and/or nighttime residence, and their supportive services needed to participate in SNAPET does not exceed those allowable by the state policy. If a household has an unusual circumstance that would not make them appropriate for the available SNAPET services, the eligibility staff member has discretion for referring to SNAPET.

- b) Describe the process for screening during the certification and recertification process. Include the staff involved in the screening, how the staff conduct the screening, and when the screening occurs.

Nevada is planning to implement the following screening and referral process by December 31, 2022. During the initial SNAP certification or recertification interview the eligibility staff will inform the SNAP applicant about the SNAPET program including the available components, supportive services, and how to access the services if referred. The eligibility staff member will screen each applicant for appropriateness for the SNAPET program based on the information provided, visual observations and verbal information given during the application process. The State criteria will be the individual requests to participate in the SNAPET program, is 16 or older and if under 18 years of age has a high school diploma or GED, does not receive state or federal disability payments, has not applied for or is pending SSI, is not receiving TANF benefits, does not have apparent use of drugs or alcohol, who does not lack a fixed, regular, and/or nighttime residence, and their supportive services needed to participate in SNAPET does not exceed those allowable by the state policy. If a household has an unusual circumstance that would not make them appropriate for the available SNAPET services, the eligibility staff member has discretion for referring to SNAPET. Once the screening has been completed, if the individual meets all of the screening criteria, the

individual will be referred by eligibility staff to the SNAPET staff via the established SNAPET email account. The eligibility staff will document the outcome of the screening. If the individual requests to participate in the SNAPET program via AccessNV or one of the third-party educational providers, the information will be provided to the eligibility staff member for a referral to SNAPET if appropriate based on the screening results.

- c) *(If applicable)* Describe the process for screening upon receipt of a request for referral to E&T from an E&T provider (reverse referral). Include the staff involved in the screening, how the staff conduct the screening, and when the screening occurs.

Nevada is planning to implement the following screening and referral process by December 31, 2022. During the initial SNAP certification or recertification interview the eligibility staff will inform the SNAP applicant about the SNAPET program including the available components, supportive services, and how to access the services if referred. The eligibility staff member will screen each applicant for appropriateness for the SNAPET program based on the information provided, visual observations and verbal information given during the application process. The State criteria will be the individual requests to participate in the SNAPET program, is 16 or older and if under 18 years of age has a high school diploma or GED, does not receive state or federal disability payments, has not applied for or is pending SSI, is not receiving TANF benefits, does not have apparent use of drugs or alcohol, who does not lack a fixed, regular, and/or nighttime residence, and their supportive services needed to participate in SNAPET does not exceed those allowable by the state policy. If a household has an unusual circumstance that would not make them appropriate for the available SNAPET services, the eligibility staff member has discretion for referring to SNAPET. Once the screening has been completed, if the individual meets all of the screening criteria, the individual will be referred by eligibility staff to the SNAPET staff via the established SNAPET email account. The eligibility staff will document the outcome of the screening. If the individual requests to participate in the SNAPET program via AccessNV or one of the third-party educational providers, the information will be provided to the eligibility staff member for a referral to SNAPET if appropriate based on the screening results.

- d) How and when are participants informed about participant reimbursements? In the case of mandatory participants, how and when does the State agency ensure individuals are exempted from mandatory E&T if the costs of participant reimbursements exceed any State agency cap or are not available?

Nevada is planning to implement the following screening and referral process by December 31, 2022. During the initial SNAP certification or recertification interview the eligibility staff will inform the SNAP applicant about the SNAPET program including the available components, supportive services, and how to access the services if referred. The eligibility staff member will screen each applicant for appropriateness for the SNAPET program based on the information provided, visual observations and verbal information given during the application process. The State criteria will be the individual requests to participate in the

SNAPET program, is 16 or older and if under 18 years of age has a high school diploma or GED, does not receive state or federal disability payments, has not applied for or is pending SSI, is not receiving TANF benefits, does not have apparent use of drugs or alcohol, who does not lack a fixed, regular, and/or nighttime residence, and their supportive services needed to participate in SNAPET does not exceed those allowable by the state policy. If a household has an unusual circumstance that would not make them appropriate for the available SNAPET services, the eligibility staff member has discretion for referring to SNAPET. Once the screening has been completed, if the individual meets all of the screening criteria, the individual will be referred by eligibility staff to the SNAPET staff via the established SNAPET email account. The eligibility staff will document the outcome of the screening. If the individual requests to participate in the SNAPET program via AccessNV or one of the third-party educational providers, the information will be provided to the eligibility staff member for a referral to SNAPET if appropriate based on the screening results.

X. Referral to E&T

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

- a) What information does the State provide to E&T participants when they are referred and how is the referral communicated (e.g. information about accessing E&T services, case management, dates, contact information)?

Nevada is planning to implement the following screening and referral process by December 31, 2022. During the initial SNAP certification or recertification interview the eligibility staff will inform the SNAP applicant about the SNAPET program including the available components, supportive services, and how to access the services if referred. The eligibility staff member will screen each applicant for appropriateness for the SNAPET program based on the information provided, visual observations and verbal information given during the application process. The State criteria will be the individual requests to participate in the SNAPET program, is 16 or older and if under 18 years of age has a high school diploma or GED, does not receive state or federal disability payments, has not applied for or is pending SSI, is not receiving TANF benefits, does not have apparent use of drugs or alcohol, who does not lack a fixed, regular, and/or nighttime residence, and their supportive services needed to participate in SNAPET does not exceed those allowable by the state policy. If a household has an unusual circumstance that would not make them appropriate for the available SNAPET services, the eligibility staff member has discretion for referring to SNAPET. Once the screening has been completed, if the individual meets all of the screening criteria, the individual will be referred by eligibility staff to the SNAPET staff via the established SNAPET email account. The eligibility staff will document the outcome of the screening. If the individual requests to participate in the SNAPET program via AccessNV or one of the third-party educational providers, the information will be provided to the eligibility staff member for a referral to SNAPET if appropriate based on the screening results.

- b) If a State receives and approves a referral request from an E&T provider (reverse referral), how does the State communicate to the SNAP participant that they are in SNAP E&T and about their rights to receive participant reimbursements, etc.?

Nevada is planning to implement the following screening and referral process by December 31, 2022. The SNAP participant will receive information regarding participant reimbursements during the initial SNAP certification or recertification interview. If the individual requests to participate in the SNAPET program via AccessNV or one of the third-party educational providers, the information will be provided to the eligibility staff member for a referral to SNAPET if appropriate based on the screening results.

The SNAP participant also receives information from the educational provider regarding the participant payments they are able to provide to SNAPET program participants during the provider's intake process.

- c) After referral, describe what the E&T participant must do next. For instance, if the participant must report for an orientation describe who conducts the orientation, where the orientation occurs (e.g. in-person at a provider, log-in to a computer program, telephone interview with a case manager), and what happens during the orientation. If the next step varies throughout the State, describe the most common next step.

Once the referral is received from DWSS eligibility staff, the SNAPET case manager or staff at the contracted third-party educational will contact the SNAP recipient to complete or schedule a SNAPET Employment Plan (SEP) appointment. The voluntary participant will meet with a SNAPET case manager or staff at contracted third-party educational institutions to establish their initial SEP. During the SEP appointment the SNAPET case manager or contracted third-party educational institution staff will complete an assessment; utilizing the results to determine the appropriate component for the participant, identify the necessary support services and complete the employment plan.

Participants will receive ongoing case management services from the SNAPET case managers and staff at contracted third party educational institutions. Case management services include supervision of allowable activities, progress monitoring, referrals to and navigation of community resources, and issuance of necessary support services.

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

Nevada has established a dedicated referral email for eligibility staff to refer SNAPET appropriate individuals. This email account is monitored regularly by SNAPET staff. The cases are assigned to the SNAPET workers on a rotating basis.

The OASIS system is used to enter narrations and case management information for each customer and is available to DWSS SNAPET case managers.

- e) How is information about the referral communicated to E&T providers, as applicable? If the State works with E&T providers outside the State agency, how does the E&T provider know a SNAP participant has been referred to them?

Our educational partners notify DWSS (reverse referrals) if it is determined through the counseling and assessment process that the student is actively receiving SNAP or if the household is likely SNAP eligible. Primary communication is done through phone, email, and Microsoft Teams. DWSS staff will verify SNAP eligibility for our educational partner and ensure the individual has been referred to SNAPET by DWSS eligibility staff.

XI. Assessment

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

- a) Does the State require or provide an assessment?
- Yes (*Complete the remainder of this section.*)
- No (*Skip to the next section.*)
- b) If yes, describe the processes in the State, if any, to provide E&T participants with an assessment (e.g. who conducts the assessment, when are participants assessed, what tools *are* used, and how are the results shared with State agency staff, providers, and/or participants)

The SNAPET staff conduct the DWSS developed assessment during the SEP appointment. The results of the assessment are utilized to determine the appropriate component for the participant, identify the necessary support services, and complete the employment plan.

The third-party educational providers will complete an assessment; utilizing the results to determine the appropriate educational pathway for the participant, identify the necessary support services, and complete the employment plan, during the intake appointment.

Assessments can be conducted via telephone or in-person with a SNAPET case manager. The assessment is recorded on a paper assessment form. If conducted in person transportation support services are available.

The OASIS system is used to enter narrations and case management information for each customer and is available for DWSS SNAPET case managers.

The third-party educational providers will complete an assessment during the intake appointment and provide a copy to the DWSS along with the completed SEPs within the timeframe required in the contract.

The participant is actively engaged in the assessment process with the SNAPET case managers, and the information is utilized to determine the appropriate SNAPET pathway for the participant, identify the necessary support services, and complete the employment plan.

XII. Case Management Services

The State E&T program must provide case management services to all E&T participants. In accordance with 7 CFR 273.7(c)(6)(ii), State agencies are required to include specific information about the provision of case management services in the E&T State plan.

a) What types of E&T case management services will the State agency provide?

Check all that apply.

- Comprehensive intake assessments
- Individualized Service Plans
- Progress monitoring
- Coordination with service providers
- Reassessment
- Other. Please briefly describe:** For educational students, case management services will be completed by the DWSS case manager in addition to receiving case management from the educational provider.

b) Describe how case management services are delivered in your State. For instance, in one model case management is provided by E&T specialists who provide assessments and other services after participants are referred to E&T. In other instances, case management is integrated into the component. If your State uses more than one model, describe the one or two most common ways of delivering case management services.

Once the referral is received from DWSS eligibility staff, the SNAPET case manager or staff at the contracted third-party educational will contact the SNAP recipient to complete or schedule a SNAPET Employment Plan (SEP) appointment. The voluntary participant will

meet with a SNAPET case manager or staff at contracted third-party educational institutions to establish their initial SEP. During the SEP appointment the SNAPET case manager or contracted third-party educational institution staff will complete an assessment; utilizing the results to determine the appropriate component for the participant, identify the necessary support services and complete the employment plan.

Participants will receive ongoing case management services from the SNAPET case managers and staff at contracted third-party educational institutions. Case management services include supervision of allowable activities, progress monitoring, referrals to and navigation of community resources, and issuance of necessary support services.

A SNAPET case manager will attempt to contact the SNAPET participant every two weeks to ensure the individual is engaged in the activity and receiving support services necessary to participate in the program. Participants will also be referred to community partners if necessary.

Effort to review and update SEP will be made at least every 90 days or as frequently as needed.

- c) Using the table below, describe how E&T case managers coordinate with other staff and services. Coordination can involve tracking E&T participation, sharing information that may be relevant to participation in E&T (e.g. information related to good cause or a work exemption), and referral to additional services.

Communication/Coordination with:

<p>SNAP eligibility staff:</p>	<p>Nevada has established a dedicated referral email for eligibility staff to refer SNAPET appropriate individuals. This email account is monitored regularly by SNAPET staff.</p>
<p>State E&T staff:</p>	<p>The SNAPET field operations staff have a specified monitored email address to report changes to SNAP eligibility staff. The SNAPET staff communicate with their SNAPET co-workers and administrative, via telephone, email, Microsoft Teams, in-person and during regularly scheduled meetings.</p>
<p>Other E&T providers:</p>	<p>Our educational partners notify DWSS (reverse referrals) if it is determined through the counseling and assessment process that the student is actively receiving SNAP or if the household is likely SNAP eligible. Primary communication is done through phone, email, and Microsoft Teams. Staff will verify SNAP eligibility for our educational partner or work with the SNAP applicant to determine eligibility and ensure the individual has been referred to SNAPET by DWSS eligibility staff.</p> <p>The agency conducts bi-weekly meetings with each educational partner to discuss program issues, share information and collaborate. Each partner is required to complete and submit monthly reports and documentation which are reviewed, and any questions are resolved by the Division.</p>
<p>Community resources:</p>	<p>DWSS coordinates with the following organizations to find solutions which provide program recipients, needed services to achieve self-sufficiency:</p> <ul style="list-style-type: none"> • Department of Employment, Training and Rehabilitation • Career Enhancement Program • Vocational Rehabilitation • Division of Employment Security (ESD) • Nevada Job Connect: The Statewide workforce system that provides information about access to a wide array of job training, education, and employment services in neighborhood locations. • WIOA partners offering education and training services • New Employees of Nevada (NEON) <p>The referrals to these agencies are generally informal and rely on the regular intake policies for the agencies. Staff do participate in interagency meetings/initiatives to stay apprised of employment opportunities for participants.</p> <p>The Division has staff located in a One-Stop Location and affiliated library sites in Las Vegas and the One-Stop Location in Reno. Our Belrose District Office is an affiliated One-Stop</p>

	<p>Location in Las Vegas. The co-location of One-Stop and DWSS staff at One-Stop locations provides our SNAPET participants the ability to have a soft-hand off to partners, availability of additional resources such as computer labs, and valuable relationships which are used to promote our participants.</p>
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d) Describe how the State agency will ensure E&T participants receive targeted case management services through an efficient administrative process, per 7 CFR 273.7(c)(6)(ii).

<p>SNAPET participants receive case management services through an efficient administrative process as they can be requested to be referred through multiple entry points, the online self-service portal system, ACCESSNV, eligibility staff, and educational partners and are served by the case management staff.</p> <p>During the appointment the SNAPET case manager will complete an assessment; utilizing the results to determine the appropriate component for the participant, identify the necessary support services, and complete the employment plan.</p> <p>For educational students, case management services will be completed by the DWSS case manager in addition to receiving case management from the educational provider.</p> <p>After the initial SEP is completed, a SNAPET case manager will attempt to contact every two weeks to ensure the individual is engaged in the activity and receiving support services necessary to participate in the program. Participants will also be referred to community partners if necessary.</p> <p>Effort to review and update SEP will be made at least every 90 days or as frequently as needed.</p> <p>The OASIS system is used to enter narrations and case management information for each customer and is accessible to DWSS SNAPET case managers.</p> <p>Communication with the educational partners is done through phone, email, and Microsoft Teams.</p>
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XIII. Conciliation Process (if applicable)

In accordance with 7 CFR 273.7(c)(3), State agencies have the option to offer a conciliation period to noncompliant E&T participants. The conciliation period provides mandatory E&T participants with an opportunity to comply before the State agency sends a notice of adverse action. The conciliation process is not a substitute for the determination of good cause when a client fails to comply.

a) Does the State agency offer a conciliation process?

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

No (*Skip to the next section.*)

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

N/A

c) What is the length of the conciliation period?

N/A

XIV. Disqualification Policy for General Work Requirements

This section applies to the General Work Requirements, not just to E&T, and should be completed by all States, regardless of whether they operate a mandatory or voluntary E&T program.

All work registrants are subject to SNAP work requirements at 7 CFR 273.7(a). A nonexempt individual who refuses or fails to comply without good cause, as defined at 7 CFR 273.7(i)(2), (i)(3), and (i)(4), with SNAP work requirements will be disqualified and subject to State disqualification periods. Noncompliance with SNAP work requirements includes voluntarily quitting a job or reducing work hours below 30 hours a month, and failing to comply with SNAP E&T (if assigned by the State agency).

a) What period before application does the State agency use to determine voluntary quit and/or reduction in work effort without good cause per 7 CFR 273.7(j)(1)?

30 days

60 days

Other: Click or tap here to enter text.

b) For all occurrences of non-compliance discussed below, must the individual also comply to receive benefits again?

Yes

No

- c) For the first occurrence of non-compliance per 7 CFR 273.7(f)(2)(i), the individual will be disqualified until the later of:
- One month or until the individual complies, as determined by the State agency
 - Up to 3 months
- d) For the second occurrence of non-compliance per 7 CFR 273.7(f)(2)(ii), the individual will be disqualified until the later of:
- Three months or until the individual complies, as determined by the State agency
 - Up to 6 months
- e) For the third or subsequent occurrence per 7 CFR 273.7(f)(2)(iii), the individual will be disqualified until the later of:
- Six months or until the individual complies, as determined by the State agency
 - Time period greater than 6 months
 - Permanently
- f) The State agency will disqualify the:
- Ineligible individual only
 - Entire household (if head of household is an ineligible individual) per 7 CFR 273.7(f)(5)(i)

XV. Good Cause

In accordance with 7 CFR 273.7(i), the State agency is responsible for determining good cause when a SNAP recipient fails or refuses to comply with SNAP work requirements. Since it is not possible for FNS to enumerate each individual situation that should or should not be considered good cause, the State agency must take into account the facts and circumstances, including information submitted by the employer and by the household member involved, in determining whether or not good cause exists.

- a) Describe the State agency process to determine if a non-exempt individual has good cause for refusal or failure to comply with a SNAP work requirement. Include how the State agency reaches out to the SNAP participant, employers, and E&T

providers (as applicable), as well as how many attempts are made to reach out to the SNAP participant for additional information.

The Nevada SNAPET program is a voluntary program. At this time, the ABAWD requirements are waived statewide.

If a SNAP applicant provides information during the application process or as a change regarding a potential voluntary quit or reduction of work effort, the eligibility staff evaluate the case to determine if a voluntary quit or reduction of work effort has occurred without good cause. The eligibility staff obtain verification of the individual circumstances from the SNAP applicant and/or employer. The SNAP applicant has 10 days to provide the requested information if it cannot be obtained through another resource. The SNAP applicant will receive a written request for the additional information either in-person or via mail.

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

Nevada good cause includes unavailability of care for children ages 6 through 11, discrimination by an employer based on age, race, sex, color, handicap, religious belief, national origin, or political beliefs, work demands or conditions that make continued employment unreasonable (e.g., not being paid on time, seasonal/tourist type employment, etc.), a change of job, illness of the participating member or another household member, enrollment (at least half time) in a recognized school, training program, or institution of higher education that requires the head of household to quit a job, household emergency, relocation to another county or political subdivision because of another household member's employment or school enrollment, resignations by people under 60 years old that the employer recognizes as retirement, a job change that later does not materialize or results in employment of less than 30 hours a week or weekly earnings of less than the federal minimum wage multiplied by 30 hours, a habitual job change (e.g., migrant work or construction habitually require workers to move from one employer to another) and/or an unsuitable job.

Nevada defines unsuitable employment as the wages are less than the highest of the applicable federal minimum wage; or – eighty percent of the federal minimum wage, if the federal minimum wage is not applicable, the average hourly wage based on piece-rate is less than minimum wage, the household member, as a condition of employment, must join, resign from, or not join a labor organization, the work is at a place subject to a strike or lock-out at the time of the offer (Exceptions: – the strike has been enjoined under Section 208 of the Labor-Management Relations Act (29 U.S.C. 178-Taft Hartley Act); or – an injunction has been issued under Section 10 of the Railway Labor Act (45 U.S.C. 160)), the degree of risk to health and safety is unreasonable, the household member is physically or mentally unfit for the job, the commuting time from the household member's home to the job is more than two hours a day, the distance from home to the job is unreasonable because, after considering commuting time and costs, the member earns less than minimum wage, the distance to the job prohibits walking, and transportation is unavailable, the job is outside the member's usual line of work. (This applies only during the first 30 days and does not apply if the member voluntarily quits a job.).

- c) Please describe the State agency's process to determine good cause if there is not an appropriate and available opening for an E&T participant.

Nevada is a voluntary state and does not disqualify participants for circumstances where the State agency determines that there is not an appropriate and available opening within the E&T program to accommodate a mandatory participant.

XVI. Provider Determinations

In accordance with 7 CFR 273.7(c)(18) a State agency must ensure that E&T providers are informed of their authority and responsibility to determine if an individual is ill-suited for a particular E&T component.

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

Each educational provider can make a determination that a SNAPET participant is not a good fit for this component and has 10 days to inform the State agency that they have made a provider determination, and the State agency then has 10 days to inform the participant of the provider determination. Nevada's SNAPET program staff work closely with its educational partners. Primary communication is done through phone, email, and Microsoft Teams.

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

Each educational provider can make a determination that a SNAPET participant is not a good fit for this component and has 10 days to inform the State agency that they have made a provider determination, and the State agency then has 10 days to inform the participant of the provider determination. The DWSS SNAPET staff will inform the participant either verbally or in writing of the provider determination and determine if the individual may be a good fit for another SNAPET component.

XVII. Participant Reimbursements

In accordance with 7 CFR 273.7(d)(4), State agencies are required to pay for or reimburse participants for expenses that are reasonable, necessary, and directly related to participation in E&T. State agencies may impose a maximum limit for reimbursement payments. If a State agency serves mandatory E&T participants, it must meet all costs associated with mandatory participation. If an individual's expenses exceed those reimbursements available by the State agency, the individual must be placed into a suitable component or must be exempted from mandatory E&T.

Table E.I. Estimates of Participant Reimbursements

<p>I. Estimated number of E&T participants to receive participant reimbursements. This is an unduplicated count. If an individual participates in more than one month, they would only be counted once.</p> <p><i>State agencies should take into consideration the number of mandatory E&T participants projected in Table H – Estimated Participant Levels in the Excel Workbook, and the number of mandatory E&T participants likely to be exempted, if the State agency cannot provide sufficient participant reimbursements.</i></p>	<p>515</p>
<p>II. Estimated number of E&T participants to receive participant reimbursements per month. This is a duplicated count. This calculation can include the same individual who participates in more than one month.</p>	<p>172</p>
<p>III. Estimated budget for E&T participant reimbursements in upcoming FY.</p>	<p>\$910,861</p>
<p>IV. Estimated budget for E&T participant reimbursements per month in upcoming FY. (Row III/12)</p>	<p>\$75,905</p>
<p>V. Estimated amount of participant reimbursements per E&T participant per month. (Row IV/Row II)</p>	<p>\$441</p>

Participant Reimbursement Details

Complete the table below with information on each participant reimbursement offered/permitted by the State agency (do not indicate information for each provider). A description of each category is included below.

- Allowable Participant Reimbursements.** Every State agency must include child care and transportation in this table, as well as other major categories of reimbursements (examples of categories include, but are not limited to: tools, test fees, books, uniforms, license fees, electronic devices, etc.). Mandatory States must meet all costs associated with participating in an E&T program, or else they must exempt individuals from E&T.
- Participant Reimbursement Caps (optional).** States have the option to establish maximum levels (caps) for reimbursements available to individuals. Indicate any caps on the amount the State agency will provide for the participant reimbursement.

- **Who provides the participant reimbursements?** Indicate if the participant reimbursement is provided by the State agency, a provider, an intermediary, or some other entity. The State agency remains ultimately responsible for ensuring individuals receive participant reimbursements, even if it has contracted with another entity to provide them.
- **Method of disbursement.** Indicate if the participant receives the participant reimbursement *in advance* or as a *reimbursement*. Also indicate if the amount of the participant reimbursement is an *estimated amount* or the *actual amount*.

Table E.II. Participant Reimbursement Details

The following table should be completed with details that reflect the State agency’s policies on allowable reimbursements. If the response varies by E&T provider, include examples to illustrate this variation. Expenses must be listed in the State plan and approved by FNS to be allowable.

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
Bus Passes		Case Manager	In advance
Gas Reimbursements	\$25.00 Biweekly (per participant)	Case Manager	Participant Reimbursement
Special need items such as legal identification, health cards, gaming (work) cards, sheriff’s cards, test fees, license fees, clothing, shoes, and tools	\$1500.00 Annually	Case Manager	A voucher may be issued to authorize the purchase of needed items and the Division will pay the vendor the actual amount or a participant reimbursement may be issued for the actual amount.
Car Repairs	\$500.00 Annually per participant for employment	Case Manager *Supervisor Approval Needed	A voucher may be issued to authorize the purchase of needed items and the Division will pay the vendor the actual

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
			amount or a participant reimbursement may be issued for the actual amount.
Child Care	Participant must be engaged in the educational component.	Case Manager submits a referral to the Childcare Program.	The Child Care Program pays the state rate for childcare services to the provider.
Child Care		Educational Provider Case Manager	Vendor Payment
Transportation (Gas reimbursements/car repairs)		TMCC Case Manager	Participant Reimbursement/ Vendor Payment/ Advance Payment
Tuition Support and Fees		Educational Provider Case Manager	Participant Reimbursement/ Vendor Payment/ Advance Payment
Books/educational supplies		Educational Provider Case Manager	Participant Reimbursement/ Vendor Payment/ Advance Payment

- a) If providing dependent care, specify payment rates for child care reimbursements, established in accordance with the Child Care and Development Block Grant (CCDBG) and based on local market rate surveys. If alternative dependent care is provided by the State agency in lieu of reimbursement, describe these arrangements.

Nevada will reimburse the cost of dependent care it determines to be necessary for program participation. Based on prior year data Nevada does not anticipate any reimbursements for Dependent Care costs. Participants are referred to the childcare assistance program. The Child Care Program pays the state rate for childcare services.

Rates for Licensed Providers

Area	Age Type	Infants Star Rating					Toddlers Star Rating					Pre-K Star Rating					School Age Star Rating				
		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Carson/Douglas	Center	42.50	43.50	44.50	45.50	46.50	44.50	45.50	46.50	47.50	48.50	39.50	40.50	41.50	42.50	43.50	33.00	34.00	35.00	36.00	37.00
	Family	33.00	34.00	35.00	36.00	37.00	32.00	33.00	34.00	35.00	36.00	32.00	33.00	34.00	35.00	36.00	32.00	33.00	34.00	35.00	36.00
	Group	36.00	37.00	38.00	39.00	40.00	33.50	34.50	35.50	36.50	37.50	33.00	34.00	35.00	36.00	37.00	33.00	34.00	35.00	36.00	37.00
Clark	Center	62.50	63.50	64.50	65.50	66.50	57.00	58.00	59.00	60.00	61.00	51.50	52.50	53.50	54.50	55.50	48.00	49.00	50.00	51.00	52.00
	Family	45.00	46.00	47.00	48.00	49.00	45.00	46.00	47.00	48.00	49.00	46.50	47.50	48.50	49.50	50.50	46.00	47.00	48.00	49.00	50.00
	Group	39.50	40.50	41.50	42.50	43.50	51.00	52.00	53.00	54.00	55.00	51.00	52.00	53.00	54.00	55.00	48.00	49.00	50.00	51.00	52.00
Rural	Center	39.00	40.00	41.00	42.00	43.00	35.00	36.00	37.00	38.00	39.00	36.50	37.50	38.50	39.50	40.50	34.00	35.00	36.00	37.00	38.00
	Family	38.50	39.50	40.50	41.50	42.50	32.00	33.00	34.00	35.00	36.00	32.00	33.00	34.00	35.00	36.00	31.50	32.50	33.50	34.50	35.50
	Group	37.50	38.50	39.50	40.50	41.50	35.50	36.50	37.50	38.50	39.50	33.50	34.50	35.50	36.50	37.50	34.00	35.00	36.00	37.00	38.00
Washoe	Center	53.50	54.50	55.50	56.50	57.50	52.50	53.50	54.50	55.50	56.50	47.50	48.50	49.50	50.50	51.50	42.50	43.50	44.50	45.50	46.50
	Family	40.50	41.50	42.50	43.50	44.50	40.00	41.00	42.00	43.00	44.00	40.00	41.00	42.00	43.00	44.00	40.00	41.00	42.00	43.00	44.00
	Group	40.50	41.50	42.50	43.50	44.50	40.00	41.00	42.00	43.00	44.00	40.00	41.00	42.00	43.00	44.00	40.00	41.00	42.00	43.00	44.00

Rates for Head Start/Wraparound Providers

	Age	Infants	Toddlers	Pre-K	School Age
Area	Type	1-Star (Base Rate)	1-Star (Base Rate)	1-Star (Base Rate)	1-Star (Base Rate)
Carson/Douglas	Center	42.50	44.50	39.50	33.00
Clark	Center	62.50	57.00	51.50	48.00
Rural	Center	39.00	35.00	36.50	34.00
Washoe	Center	53.50	52.50	47.50	42.50

- b) If dependent care agencies have a waiting list or otherwise cap the number of enrolled dependents, how will the State agency ensure E&T participants with dependent care needs receive dependent care?

The DWSS Child Care Program does not currently have a waiting list or cap the number of enrolled dependents and does not anticipate having a waiting list or cap.

XVIII. Work Registrant Data

The SNAP general work requirements are described at 7 CFR 273.7(a). Individuals who do not meet an exemption from the general work requirements, as listed in 7 CFR 273.7(b)(1), are subject to the general work requirement and must register for work. In accordance with 7 CFR 273.7(c)(10), the State agency must submit to FNS the number of work registrants in the State as of October 1st. This information is submitted on the first quarter E&T Program Activity Report.

- a) Describe the process the State agency uses to count all work registrants in the State as of the first day of the new fiscal year (October 1). Please provide information about how data is pulled from the eligibility system. For instance, how work registrants are identified and how counting is conducted.

The DWSS NOMADS computer system reads the SNAP file each October 1st to identify all work registrants. A file is created with the social security number and date of approval of the identified work registrants. Every workday after the file is initially created, the file is processed to identify new work registrants by social security number and date of approval. If the work registrants are not already present in the file, they are added.

- b) Describe measures taken to prevent duplicate counting.

The work registrant file created above is maintained for the entire federal fiscal year. New work registrants are added to the file when the social security number is not a duplicate. This process assures an unduplicated count for October and subsequent months of the year.

XIX. Outcome Reporting Measures

National Reporting Measures

Table E.III. National Reporting Measures

Source <i>[Check the data source used for the national reporting measures. Check all that apply]</i>	Employment & Earnings Measures	Completion of Education of Training
Quarterly Wage Records (QWR)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Source <i>[Check the data source used for the national reporting measures. Check all that apply]</i>	Employment & Earnings Measures	Completion of Education of Training
National Directory of New Hires (NDNH)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
State Information Management System (MIS). <i>Indicate below what MIS system is used.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Manual Follow-up with SNAP E&T Participants. <i>Answer follow-up question below.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Follow-up Surveys. <i>State agencies must complete the Random Sampling Plan section below, if follow-up surveys is used.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other - Describe source: Manual reporting by the third-party providers. The third-party provider will report to the SNAPET Program Specialist in Central Office the participants enrolled in the educational component and participants who completed the programs.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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

N/A

b) If a manual follow-up with SNAP E&T participants is conducted, describe the process for follow-up, including the contact method (e.g., verbal contact, email, or mail).

N/A

c) If a State agency is not using Quarterly Wage Records (QWR) as the source for the national measures, describe the State agency’s plan to move toward using QWR including a timeline for completion.

N/A

State Component Reporting Measures

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

Quarterly Wage Records (QWR)

- National Directory of New Hires (NDNH)
- State Management Information System. *Indicate the MIS used below.*
- Manual follow-up with SNAP E&T Participants. *Answer follow-up question below.*
- Follow-up Surveys. *Answer follow-up question below.*

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

Manual reporting by the SNAPET offices. The SNAPET offices will report monthly to the SNAPET Program Specialist in Central Office, the number of participants who obtain employment, employment type code, participant’s hourly wage, and hours worked per week. Documentation is maintained in the OASIS and AMPS systems.

Manual reporting by the third-party providers. The third-party provider will report to the SNAPET Program Specialist in Central Office the participants enrolled in the educational component and participants who completed the programs.

The NOMADS/AMPS systems are used to obtain eligibility data on participants.

f) If a manual follow-up with SNAP E&T participants is conducted, describe the process for follow-up, including the contact method (e.g., verbal contact, email, or mail).

N/A

g) If follow-up surveys are used, please describe the sample frame. This description must include source, availability, accuracy, completeness, components, location, form, frequency of updates and structure.

N/A

h) If follow-up surveys are used, please describe the sample selection. This description must include the method of sample selection, procedures for estimating caseload size, computation of sampling intervals and random starts, as appropriate, and a time schedule for each step in the sampling procedure.

N/A

Using the table below, indicate the outcome measure that will be used for each component that the State agency will offer that is intended to serve at least 100 participants in the FY. Explain in detail the methodology for acquiring the component data. Please ensure the component names listed here match the component names in the FNS-583 report and [Section G: Component Detail](#).

Table E.IV. Component Outcome Measures

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
<i>Example:</i> <i>Supervised Job Search</i>	<i>Example: Number of people who obtain employment after completion of component.</i>	<p><i>Example: Numerator will include those participants who obtained employment after completing component during the period of 10-1-2019 to 9-30-2020</i></p> <p><i>Denominator will include the number of participants that participated in supervised job search during the period of 10-1-2019 to 9-30-2020.</i></p>
Educational	<p>The number and percentage of SNAP participants who are no longer receiving SNAP benefits 12 months after completion.</p> <p>The number and percentage of E&T participants who are in unsubsidized employment during the second and fourth quarter after completion of participation in E&T.</p>	<p>To obtain the number of SNAP participants who are no longer receiving SNAP benefits 12 months after obtaining certification will be derived from the eligibility systems NOMADS/AMPS.</p> <p>To obtain the percentage of SNAP participants who are no longer receiving SNAP benefits 12 months after obtaining a certification, the numerator will be the number of SNAP participants no longer receiving SNAP benefits who completed a certification, and the denominator will be the total number of participants that have obtained certification.</p> <p>The data for the number and percentage of E&T participants who are in unsubsidized employment during the second and fourth quarter after completion of participation in E&T</p>

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
		will be obtained from the Quarterly Wage Data reports. The SNAPET participants will be compared to the data on the Quarterly Wage Data reports, through an automated report.
Job Search Training	<p>Number and percentage of participants who obtained employment while in the program or within 30 days of participating.</p> <p>Number and percentage of participants and former participants who are in unsubsidized employment during the second quarter after completion of participation in E&T.</p> <p>Number and percentage of participants and former participants who are in unsubsidized employment during the fourth quarter after completion of participation in E&T.</p> <p>Median quarterly earnings of all E&T participants who are in unsubsidized employment during the 2nd quarter after completion of participation in E&T</p>	<p>Numerator will include those participants who obtained employment after completing component.</p> <p>Denominator will include the number of participants that participated in supervised job search during the period.</p> <p>The data for the number, percentage, and median quarterly earnings of E&T participants and former participants who are in unsubsidized employment during the second and fourth quarter after completion of participation in E&T will be obtained from the Quarterly Wage Data reports. The SNAPET participants will be compared to the data on the Quarterly Wage Data reports, through an automated report.</p>
Supervised Job Search	Percentage and number of participants who received E&T services and are in unsubsidized employment after receipt of those services	Numerator will include those participants who obtained employment after completing component.

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
	<p>Percentage of participants and former participants who are in unsubsidized employment during the second and fourth quarters after completion of participation in E&T.</p>	<p>Denominator will include the number of participants that participated in supervised job search.</p> <p>The data for the number and percentage of E&T participants who are in unsubsidized employment during the second and fourth quarter after completion of participation in E&T will be obtained from the Quarterly Wage Data reports. The SNAPET participants will be compared to the data on the Quarterly Wage Data reports, through an automated report.</p>
<p>Job Retention Services</p>	<p>Average wage and weekly hours of participants who obtained employment while in the program or within 30 days of participation.</p>	<p>To obtain the average wages, the total wages will be divided by the total number of participants that obtained employment in the program or within 30 days of participation.</p> <p>To obtain the average hours, the total hours will be divided by the total number of participants that obtained employment in the program or within 30 days of participation.</p>

F. Pledge to Serve All At-Risk ABAWDs (if applicable)

The Act authorizes FNS to allocate \$20 million annually to State agencies that commit, or pledge, to ensuring the availability of education, training, or workfare opportunities that permit able-bodied adults without dependents (ABAWDs) to remain eligible beyond the 3-month time limit.

To be eligible for these additional funds (pledge funds), State agencies must pledge to offer and provide an opportunity in a work program that meets the participation requirements of 7 CFR 273.24 to every applicant and recipient who is in the last month of the 3-month time limit and not otherwise exempt. Individuals are exempt from the time limit if they meet an exception under 7 CFR 273.24(c), reside in an area covered

by a waiver in accordance with 7 CFR 273.24(f), or who are exempted by the State under 7 CFR 273.24(g). ABAWDs who meet the criteria outlined in 7 CFR 273.7(d)(3)(i) are referred to as “at-risk” ABAWDs.

a) Is the State agency pledging to offer qualifying activities to all at-risk ABAWDs?

- Yes (Complete the rest of this section.)
- No (Skip to Section G: Component Detail.)

Table F.I. Pledge Assurances

Check the box to indicate that the State agency understands and agrees to comply with the following provisions, per 7 CFR 273.7(d)(3).	Check Box
The State agency will use the pledge funds to defray the costs of offering every at-risk ABAWD a slot in a qualifying component.	<input type="checkbox"/>
The cost of serving at-risk ABAWDs is not an acceptable reason for failing to live up to the pledge. The State agency will make a slot available and the ABAWD must be served even if the State agency exhausts all of its 100 percent Federal funds and must use State funds.	<input type="checkbox"/>
While a participating State agency may use a portion of the additional funding to provide E&T services to ABAWDs who are not at-risk, the State agency guarantees that at-risk ABAWDs are provided with opportunities by the State agency <u>each month</u> to remain eligible beyond the 3-month time limit.	<input type="checkbox"/>
The State agency will notify FNS immediately if it realizes that it cannot obligate or expend its entire share of the ABAWD allocated funds, so that FNS may make those funds available to other participating pledge States within the fiscal year.	<input type="checkbox"/>
The State agency will be ready on October 1 st to offer and provide qualifying activities and services each month an ABAWD is at-risk of losing their benefits beyond the 3-month time limit.	<input type="checkbox"/>

b) Where will the State agency offer qualifying activities?

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

c) Explain why the State agency will offer qualifying activities in limited areas of the State.

- ABAWD waiver for parts of the State
- Will use discretionary exemptions

Other: Click or tap here to enter text.

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

N/A

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

N/A

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

N/A

g) When and how is the offer of qualifying activities made? Include the process the State agency uses to ensure that at-risk ABAWDs receive an offer of a qualifying component for every month they are at risk, including how the offer is made.

N/A

The next set of questions is intended to establish the State agency’s overall capacity and ability to serve all at-risk ABAWDs during the fiscal year through the services available in SNAP E&T as well as through other qualifying activities available through other Federal or State employment and training programs. In addition to SNAP E&T components, qualifying activities for ABAWDs include programs that operate outside of SNAP E&T. Such as Optional Workfare programs, WIOA title I programs, programs under Section 236 of the Trade Act of 1974, Veterans employment and training programs offered by the Department of Veterans Affairs or the Department of Labor, and Workforce Partnerships in accordance with 7 CFR 273.7(n).

h) What services and activities will be provided through SNAP E&T? (List the components and participant reimbursements.) This should be consistent with the components detailed in Section G, as well as Section E-XIV regarding participant reimbursements.

N/A

- i) What services and activities will be provided outside of SNAP E&T? (List the operating program, such as title 1 of WIOA, services and activities.)

N/A

- j) To pledge, State agencies must have capacity to offer a qualifying activity to every at-risk ABAWD for every month they are at-risk. What is the State agency’s plan if more ABAWDs than expected choose to take advantage of the offer of a qualifying activity? For instance, how will the State agency ensure the availability of more slots? What steps has the State agency taken to guarantee a slot through agreements or other arrangements with providers?

N/A

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

Question	Number
I. How many ABAWDs did you serve in E&T in the previous FY?	
II. How many SNAP recipients are expected to be ABAWDs this fiscal year? This should be an unduplicated count. If an individual is an ABAWD at any time during the fiscal year, they would be counted only once. Note: This should be consistent with the projected number of ABAWDs shown on Table H row 11 in the Excel Workbook.)	
III. How many ABAWDs will meet the criteria of an at-risk ABAWD? This should be an unduplicated count. If an individual is an at-risk ABAWD at any time during the fiscal year, they would be counted only once. (Note: This should be consistent with the projected number of at-risk ABAWDs shown on Table H row 14 in the Excel Workbook.)	
IV. Number of at-risk ABAWDs averaged monthly? This should be annual total from line (III) divided by 12.	

Table F.III. Available Qualifying Activities

When considering all the qualifying activities that the pledging State agency intends to offer to at-risk ABAWDs, provide a projected estimate for each category below.

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

Table F.IV. Estimated cost to fulfill the pledge

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

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

N/A

G. Component Detail

The goal of this section is to provide a comprehensive description of E&T program components and activities that the State agency will offer. A State agency’s E&T program must include one or more of the following components: supervised job search; job search training; workfare; work experience or training; educational programs; self-employment activities; or job retention services. The State agency should ensure that the participation levels indicated in this section align with other sections of the State Plan, such as the projected participant levels in Section H – Estimated Participant Levels.

Complete the following questions for each component that the State agency intends to offer during the fiscal year.

I. Non-Education, Non-Work Components

Complete the tables below with information on each non-education, non-work component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Summary of the State guidelines implementing supervised job search (applies to SJS only).** This summary of the State guidelines, at a minimum, must describe: The criteria used by the State agency to approve locations for supervised job search, an explanation of why those criteria were chosen, and how the supervised job search component meets the requirements to directly supervise the activities of participants and track the timing and activities of participants.
- **Direct link (applies to SJS only).** Explain how the State agency will ensure that supervised job search activities will have a direct link to increasing the employment opportunities of individuals engaged in the activity (i.e. how the State agency will screen to ensure individuals referred to SJS are job ready and how the SJS program is tailored to employment opportunities in the community).
- **Description of the component (applies to JST, SET, and Workfare).** Provide a brief description of the activities and services.
 - **For JR Only:** Provide a summary of the activities and services. Include a description of how the State will ensure services are provided for no less 30 days and no more than 90 days.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs

Table G.I. Non-Education, Non-Work Component Details: Supervised Job Search

Details	Supervised Job Search (SJS)
<p>Summary of the State guidelines implementing SJS</p>	<p>SJS will be conducted in the divisional computer labs located in Southern Nevada, Job Connect offices throughout Nevada, other available computer labs, or on the participant’s personal computer device. Time spent completing job searches and receiving assistance with job applications will be time tracked.</p> <p>The computer lab maintained by the DWSS was chosen as it is operated by the Division that oversees the SNAPET program in the State of Nevada. It is available for Divisional use for our SNAPET participants. We have a relationship with the Job Connect offices throughout the State of Nevada and would continue to utilize these partnerships for this program.</p> <p>The supervised job search will be conducted after the participant receives job readiness/skills training from the SNAPET case management staff. These job readiness/skills training includes; job skills assessments; job placement services; training in techniques for employability; job search skills training; information on available jobs; occupational exploration, including information on local emerging and demand occupations; interviewing skills and practice interviews; assistance with applications and resumes; life skills; guidance and motivation for development of positive work behaviors; completing job applications; setting employment goals; and defining general workplace expectations and information on how to retain employment to ensure the SNAPET participants have the skills necessary to effectively conduct a job search.</p> <p>The case management staff will assist and provide guidance to the participants conducting job search to ensure the job readiness skills learned are being utilized by the participant. The participant will track the amount of time they spend searching for jobs and provide verifications to the case manager. The case manager will review the completed job searches and provided verification.</p> <p>SNAPET case managers review the SEP and update, if necessary, at least every 90 days.</p> <p>The SNAPET case manager will attempt to contact the participant every two weeks which includes a monthly check-in to ensure the individual is engaged in the activity and receiving</p>

	<p>support services necessary to participate in the program. Each job search period is for no more than two weeks. When the participant returns the documents the case manager provides meaningful guidance and determines next steps.</p>
Direct link	<p>During the SEP appointment the SNAPET case manager will complete an assessment; utilizing the results to determine the appropriate component for the participant.</p> <p>After the initial SEP is completed a SNAPET case manager will attempt to contact every two weeks to ensure the individual is engaged in the activity and receiving support services necessary to participate in the program. Participants will also be referred to community partners if necessary.</p> <p>Effort to review and update SEP will be made at least every 90 days or as frequently as needed.</p> <p>The OASIS system is used to enter narrations and case management information for each customer and is accessible to DWSS SNAPET case managers.</p> <p>The Workforce Opportunity Developer identifies community partners, including employers who are willing to work with the SNAPET population. This staff develops employment and training opportunities for SNAP recipients.</p>
Target population	Voluntary Participants
Criteria for participation	<p>This component is open to all SNAP recipients over the age of 16 that are not receiving TANF and do not have significant barriers to employment. The State of Nevada recognizes that free public education is available through the state public education system, it is neither reasonable nor necessary to pay for services that are available to the individual for free.</p>
Geographic area	<p>SNAP recipients will be allowed to volunteer in all geographic areas. Statewide operation enables SNAP recipients in rural Nevada to utilize the SNAPET services. In rural areas staff may be responsible for both the eligibility and employment program functions. In larger geographical areas, some staff members are dedicated to the employment and training program.</p>
E&T providers	DWSS
Projected annual participation	215 (The individuals in Job Search Training are also in Supervised Job Search)

Estimated annual component costs	\$1,325,045 (The individuals in Job Search Training are also in Supervised Job Search)
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Table G.II. Non-Education, Non-Work Component Details: Job Search Training

Details	Job Search Training (JST)
Description of the component	<p>Nevada’s Job Search Training program is designed to directly enhance the employability of the participants and provide a direct link between the job search training activities and job-readiness.</p> <p>Job Search Training provides reasonable support for SNAP recipients participating in SNAPET to regularly attend job readiness training, which includes: employability assessments; job placement services; training in techniques for employability; job search skills training; information on available jobs; occupational exploration, including information on local emerging and demand occupations; interviewing skills and practice interviews; assistance with applications and resumes; life skills; guidance and motivation for development of positive work behaviors; completing job applications; setting employment goals; and defining general workplace expectations and information on how to retain employment.</p> <p>SNAPET case managers review the SEP and update, if necessary, at least every 90 days.</p> <p>The SNAPET case manager will attempt to contact the participant every two weeks which includes a monthly check-in to ensure the individual is engaged in the activity and receiving support services necessary to participate in the program.</p>
Target population	Voluntary Participants
Criteria for participation	<p>This component is open to all SNAP recipients over the age of 16 that are not receiving TANF and do not have significant barriers to employment. The State of Nevada recognizes that free public education is available through the state public education system, it is neither reasonable nor necessary to pay for services that are available to the individual for free.</p>
Geographic area	<p>SNAP recipients will be allowed to volunteer in all geographic areas. Statewide operation enables SNAP recipients in rural Nevada to utilize the SNAPET services. In rural areas staff may be responsible for both the eligibility and employment program</p>

	functions. In larger geographical areas, some staff members are dedicated to the employment program.
E&T providers	DWSS
Projected annual participation	215 (The individuals in Job Search Training are also in Supervised Job Search)
Estimated annual component costs	\$1,325,045 (The individuals in Job Search Training are also in Supervised Job Search)

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

Details	Job Retention (JR)
Description of the component	<p>Nevada’s job retention services are designed to help achieve satisfactory performance, retain employment and to increase earnings over time.</p> <p>Job retention services will be supported for the first 30 days after becoming employed through the SNAPET Program with approved support services such as transportation, work clothes, tools, test fees, licensing fees, work cards, etc. It is the intent of the Division to provide job retention services for 30 days.</p> <p>SNAPET case managers review the SEP and update, if necessary, at least every 90 days.</p> <p>The SNAPET case manager will attempt to contact the participant every two weeks which includes a monthly check-in to ensure the individual is engaged in the activity and receiving support services necessary to participate in the program.</p>
Target population	Voluntary Participants
Criteria for participation	Employment must have been obtained while participating in SNAPET.
Geographic area	SNAP recipients will be allowed to volunteer in all geographic areas. Statewide operation enables SNAP recipients in rural Nevada to utilize the SNAPET services. In rural areas staff may be responsible for both the eligibility and employment program functions. In larger geographical areas, some staff members are dedicated to the employment program.
E&T providers	DWSS

Projected annual participation	61
Estimated annual component costs	\$147,227

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

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

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

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

II. Educational Programs

Complete the tables below with information on each educational program component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.
- **Not supplanting:** Federal E&T funds used for activities within the education component must not supplant non-Federal funds for existing educational services and activities. For any education activities, provide evidence that costs attributed to the E&T program are not supplanting funds used for other existing education programs.
- **Cost parity:** If any of the educational services or activities are available to persons other than E&T participants, provide evidence that the costs charged to E&T do not exceed the costs charged for non-E&T participants (e.g. comparable tuition).

Table G.VI. Educational Program Details: Basic/Foundational Skills Instruction

Details	Basic/Foundational Skills Instruction (includes High School Equivalency Programs) (EPB)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Not supplanting	
Cost parity	

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

Details	Career/Technical Education Programs or other Vocational Training (EPC)
Description of the component	<p>Contracted third party educational providers will train SNAP recipients through short term programs qualifying them for entry level positions at local area in-demand careers. The participants will receive individual support from counselors and student support staff while participating in the SNAPET educational component. Successful participants will earn credits toward an Associate of Applied Science degree, other industry recognized certification, apprenticeships, and/or Adult Basic Education/High School Equivalency. Our Contracted third-party educational providers offer credit and non-credit certifications at the same cost charged to the general public, to include instruction and certification, and referrals to appropriate employers. Counselors and student support staff will provide direct and supportive services to SNAPET recipients, including assessments and case management.</p> <p>The assessments are made to determine the appropriateness of the recommended vocational skill certificate training to be</p>

	<p>offered to a SNAPET participant prior to enrolling individuals in SNAPET.</p> <p>Our contracted third-party educational providers reserve the right to decline providing service, if it is deemed the SNAPET participant is unlikely to benefit from participation due to unresolvable barriers, ability to meet prerequisites or Board Policy Statements, inappropriateness for job referral to affiliated employers, etc.</p> <p>Participants placed into this component need education and training to improve their employability through skills attainment, or as part of job placement.</p> <p>State education funds do not cover all secondary and post-secondary education and training programs. One hundred percent SNAP E&T funds may be used to cover the costs of education, develop a program component, or to pay for the costs associated with an education program. E&T funds will not be used to supplant non-Federal funds for existing educational services. Expenses for operating educational/training components may not be authorized for costs that exceed the normal costs of services provided to persons not participating in SNAP E&T programs. Educational expenses will not be paid for training that is normally available to the public at no cost.</p> <p>E&T funds may be used only if:</p> <ul style="list-style-type: none">• Federal funds are not used to supplant other funding;• The provider and/or individual has attempted to secure federal assistance (not including loans) such as Pell Grant, and such funds are not available; and• The education program costs are associated with E&T program engagement. <p>Education may be combined with supervised job search, job search training, or other qualifying components.</p> <p>SNAPET case managers review the SEP and update, if necessary, at least every 90 days.</p> <p>The SNAPET case manager will attempt to contact the participant every two weeks which includes a monthly check-in to ensure the individual is engaged in the activity and receiving support services necessary to participate in the program.</p> <p>For educational students, case management services will be completed by the DWSS case manager in addition to receiving case management from the educational provider.</p>
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Target population	Voluntary Participants
Criteria for participation	<p>This component is open to all SNAP recipients over the age of 16 that are not receiving TANF and do not have significant barriers to employment. The State of Nevada recognizes that free public education is available through the state public education system, it is neither reasonable nor necessary to pay for services that are available to the individual for free.</p> <p>Meeting contracted educational institutions program/ class requirements.</p>
Geographic area	Northern and Southern Nevada
E&T providers	<p>Truckee Meadows Community College (TMCC)</p> <p>Community College of Southern Nevada (CSN)</p>
Projected annual	300
Estimated annual component costs	\$815,222
Not supplanting	<p>Our educational partners and DWSS enter into a subaward agreement with grant assurances including to not supplant funds and they agree to request reimbursement according to the rate specified within the subaward for the tuition expenses per Nevada SNAPET participant incurred for allowable expenses under CFR Title 7 Part 273 and Title 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and audit requirements for Federal Awards.</p>
Cost parity	<p>Our educational partners and DWSS enter into a subaward agreement which states they must charge at the same rate for services as the general public and they agree to request reimbursement according to the rate specified within the subaward for the tuition expenses per Nevada SNAPET participant incurred for allowable expenses under CFR Title 7 Part 273 and Title 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and audit requirements for Federal Awards.</p> <p>In addition, each partner is required to submit invoicing monthly with all required backup documentation. These invoices are reviewed by multiple DWSS staff to ensure accurate invoicing and payment.</p>

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

Details	English Language Acquisition (EPEL)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Not supplanting	
Cost parity	

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

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

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

Details	Work Readiness Training (EPWRT)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Not supplanting	
Cost parity	

Table G.XI. Educational Program Details: Other

Details	Other (EPO): State agency must provide description
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Not supplanting	
Cost parity	

III. Work Experience (WE)

Work experience is divided into two subcomponents per 7 CFR 273.7(e)(2)(iv): Work activity (WA) and Work-based learning (WBL). WBL activities like internships, apprenticeships, and on-the-job training, among others, may provide wages subsidized by the E&T program. In order to capture information about WBL activities that may be subsidized or unsubsidized by E&T, there are two sets of tables below for each kind of WBL activity – the first group of tables are for activities not subsidized by E&T (e.g. Work-based learning – Internships) and the second group of tables are for activities subsidized by E&T (e.g. Work-based learning – Internships - Subsidized by E&T). Note that subsidized means programs where E&T funding is used to subsidize wages of participants. Subsidized in this context does not mean programs where participants receive a subsidized wage from another source.

Work Activity and Unsubsidized WBL Components

Complete the tables below with information on Work Activity and each unsubsidized WBL component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.
- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).
- **E&T providers.** Identify all entities that will provide the service.
- **Projected annual participation.** Project the number of unduplicated individuals.
- **Estimated annual component costs.** Project only administrative costs.

Table G.XII. Work Experience: Work Activity

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

Table G.XIII. Work Experience: Internship

Details	Internship (WBLI)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	

Table G.XIV. Work Experience: Pre-Apprenticeship

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

Table G.XV. Work Experience: Apprenticeship

Details	Apprenticeship (WBLA)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	

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

Details	On-the-Job-Training (WBLOJT)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	

Table G.XVII. Work Experience: Transitional Jobs

Details	Transitional Jobs (WBLTJ)
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	

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

Details	Work-based learning - Other (WBLO): State agency must provide description
Description of the component	
Target population	
Criteria for participation	
Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	

Subsidized WBL Components

For assistance with developing the State’s E&T SWBL budget, please refer to the optional SWBL tool on the Operating Budget Excel Workbook.

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

Complete the tables below with information on each subsidized WBL component that the State agency intends to offer during the fiscal year. ***If the State does not plan to offer one of the components in the table, please leave the cells blank.*** For each component that is offered, the State should include the following information:

- **Description of the component.** Provide a summary of the activities and services.
- **Target population.** Identify the population that will be targeted. Include special populations such as ABAWDs, Returning Citizens, Homeless, Older Disconnected Youth, etc.
- **Criteria for participation.** What skills, knowledge, or experience is necessary for participation in the component? For example, literacy or numeracy levels, recent labor market attachment, computer literacy etc.

- **Geographic area.** Where will the component be available (statewide, regional, counties, localities not covered by ABAWD waivers, areas covered by the American Job Centers, etc.).
 - **E&T providers.** Identify all entities that will provide the service.
 - **Projected annual participation.** Project the number of unduplicated individuals.
 - **Estimated annual component costs.** Project only administrative costs.
 - **Length of time the SWBL will run.** Indicate the maximum number of hour participants can receive SWBL (e.g. 300 hours). Indicated if there is variation in how many hours will be offered to participants.
 - **What other administrative costs, if any, will be associated with the SWBL.** Examples include workers compensation, payroll taxes paid by the employer, and costs, direct or indirect costs associated with training and administering the SWBL.
- Table G.XIX. Subsidized Work Experience: Internship – Subsidized by E&T

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

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

Details	Pre-Apprenticeship– Subsidized by E&T (WBLPA-SUB)
Description of the component	
Target population	
Criteria for participation	

Geographic area	
E&T providers	
Projected annual participation	
Estimated annual component costs	
Length of time the SWBL will run	
Other administrative costs associated with SWBL	

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

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

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

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

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

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

H. Estimated Participant Levels

Complete the Estimated Participant Levels sheet in the Excel Workbook projecting participation in E&T for the upcoming Federal FY. Use the numbers in the Excel Workbook as a reference to answer the question below.

- a) If less than 20% of E&T participants are expected to receive participant reimbursements, please provide an explanation.

Not less than 20% of E&T participants are expected to receive participant reimbursements.

I. Contracts/Partnerships

For each partner/contractor that receives more than 10% of the E&T operating budget, complete the table below. If all partners receive less than 10% of the budget, provide the information in the table for the five providers who receive the largest total amount of E&T funding. Partners are the entities that the State agency has contracted with or has agreements (MOUs or MOUAs) with for the delivery of E&T services. All partner contracts must be available for inspection by FNS as requested. (Note: All E&T partners and contracts will be included in the Contract and Partnership Matrix in the Operating Budget Excel Workbook.)

Table I.I. Contractor/Partner Details

Contract or Partner Name:	Truckee Meadows Community College (TMCC)
Service Overview:	TMCC provides vocational, basic education and job readiness services to SNAPET participants.
Intermediary:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Components Offered:	Education
Credentials Offered:	Yes
Participant Reimbursements Offered:	Yes
Location:	Northern Nevada
Target Population:	Voluntary SNAPET participants age 16 and over The State of Nevada recognizes that free public education is available through the state public education system, it is neither reasonable nor necessary to pay for services that are available to the individual for free.
Monitoring of contractor:	<ul style="list-style-type: none"> • Monitor implementation of SNAPET Educational Component. • Collect and monitor performance outcomes.
Ongoing communication with contractor:	<ul style="list-style-type: none"> • Respond to questions related to federal and state rules and regulations covering SNAPET program policies and appropriate expenditures. • Identify and refer potential program candidates from SNAP population. • Provide vendor with verification of SNAPET eligibility.

Contract or Partner Name:	Truckee Meadows Community College (TMCC)
	<ul style="list-style-type: none"> • Provide technical assistance, upon request from the sub-grantee. • Meet bi-weekly or as needed, to discuss program issues, share information and collaborate as appropriate. • Maintain close communication via email and phone throughout the year.
Total Cost of Agreement:	\$792,998
Eligible for 75 percent reimbursement for E&T Services for ITOs:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Partner:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Table I.II. Contractor/Partner Details

Contract or Partner Name:	Community College of Southern Nevada (CSN)
Service Overview:	CSN provides vocational, basic education and job readiness services to SNAPET participants.
Intermediary:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Components Offered:	Education
Credentials Offered:	Yes
Participant Reimbursements Offered:	Yes
Location:	Southern Nevada
Target Population:	Voluntary SNAPET participants age 16 and over The State of Nevada recognizes that free public education is available through the state public education system, it is neither reasonable nor necessary to pay for services that are available to the individual for free.
Monitoring of contractor:	<ul style="list-style-type: none"> • Monitor implementation of SNAPET Educational Component. • Collect and monitor performance outcomes.
Ongoing communication with contractor:	<ul style="list-style-type: none"> • Respond to questions related to federal and state rules and regulations covering SNAPET program policies and appropriate expenditures. • Identify and refer potential program candidates from SNAP population. • Provide vendor with verification of SNAPET eligibility. • Provide technical assistance, upon request from the sub-grantee. • Meet bi-weekly or as needed, to discuss program issues, share information and collaborate as appropriate. • Maintain close communication via email and phone throughout the year.
Total Cost of Agreement:	\$838,081
Eligible for 75 percent reimbursement for E&T Services for ITOs:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Partner:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Table I.III. Contractor/Partner Details

Contract or Partner Name:	Nevada System of Higher Education (NSHE)
Service Overview:	DWSS funds a position at NSHE to take on the administrative burden of reporting, tracking, and fiscal management of several statewide educational institutions. This position provides a single point of contact for DWSS staff and coordinates communication between all relevant parties. This position also acts as the subject matter expert to advise and provide technical assistance to the institutions and assist them to maximize their use of funding and achieve long-term sustainability.
Intermediary:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Components Offered:	Education is offered at contracted NSHE institutions
Credentials Offered:	Credentials are offered at contracted NSHE institutions
Participant Reimbursements Offered:	The contracted NSHE institutions do offer participant reimbursements.
Location:	Statewide
Target Population:	Contracted NSHE institutions target voluntary SNAPET participants age 16 and over The State of Nevada recognizes that free public education is available through the state public education system, it is neither reasonable nor necessary to pay for services that are available to the individual for free.
Monitoring of contractor:	<ul style="list-style-type: none"> • Collect and monitor performance outcomes. • Provide technical assistance, upon request from the sub-grantee. • Monitor implementation of SNAPET Educational Component.
Ongoing communication with contractor:	<ul style="list-style-type: none"> • Respond to questions related to federal and state rules and regulations covering SNAPET program policies and appropriate expenditures. • Identify and refer potential program candidates from SNAP population. • Meet bi-weekly or as needed, to discuss program issues, share information and collaborate as appropriate.

Contract or Partner Name:	Nevada System of Higher Education (NSHE)
	<ul style="list-style-type: none"> • Maintain close communication via email and phone throughout the year.
Total Cost of Agreement:	\$103,145
Eligible for 75 percent reimbursement for E&T Services for ITOs:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Partner:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Table I.IV. Contractor/Partner Details

Contract or Partner Name:	
Service Overview:	
Intermediary:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Components Offered:	
Credentials Offered:	
Participant Reimbursements Offered:	
Location:	
Target Population:	
Monitoring of contractor:	
Ongoing communication with contractor:	
Total Cost of Agreement:	
Eligible for 75 percent reimbursement for E&T Services for ITOs:	<input type="checkbox"/> Yes <input type="checkbox"/> No
New Partner:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Table I.V. Contractor/Partner Details

Contract or Partner Name:	
Service Overview:	
Intermediary:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Components Offered:	
Credentials Offered:	
Participant Reimbursements Offered:	
Location:	
Target Population:	
Monitoring of contractor:	
Ongoing communication with contractor:	
Total Cost of Agreement:	
Eligible for 75 percent reimbursement for E&T Services for ITOs:	<input type="checkbox"/> Yes <input type="checkbox"/> No
New Partner:	<input type="checkbox"/> Yes <input type="checkbox"/> No

J. Budget Narrative and Justification

Provide a detailed budget narrative that explains and justifies each cost and clearly explains how the amount for each line item in the operating budget was determined. Note that the E&T State plan is a public document and must be made available to the public upon request, so the budget should not identify individual names or salaries that are not subject to public disclosure requirements. State agencies should note that the direct costs noted below are exclusively those attributed to the State and local SNAP agencies.

Table J.I. Direct Costs

<p>Salary/Wages: List staff positions in FTE and time spent on the project. Example: E&T Program Manager - \$60,000 x .50 FTE = \$30,000 5 E&T Counselors - \$25,000 x 1.00 FTEs x 5 = \$125,000</p>	<p>Please see Attachment A for SNAP Employment and Training Field Staff Costs.</p> <p>The Administration Salary Costs are cost allocated.</p> <p>The Division has a Cost Allocation Plan (CAP) that has been approved by the Federal Division of Cost Allocation. It is reviewed annually and if necessary, amended.</p> <p>SNAPET costs are charged directly to the program to the greatest extent possible. The allocation of administration charges is included in the CAP.</p> <p>Salary/Wages are necessary to maintain the staff to operate the SNAPET program.</p>
<p>Fringe Benefits: If charging fringe and benefits to the E&T program, provide the approved fringe rate.</p>	<p>Please see Attachment B for Fringe Benefit Rates.</p> <p>The SNAP Employment and Training Field Staff fringe benefit rates are based on the provided chart.</p>

	<p>The Administration fringe benefit rate is based on the percentage of the total employee compensation that is fringe benefits approximately 37% percent.</p> <p>Fringe benefits are provided to each State of Nevada employee and are part of the compensation package. This is necessary to maintain the staff to operate the SNAPET Program.</p>
<p>Contractual Costs: All contracts and partnerships should be included in the “contracts and partnerships” matrix of the E&T State Plan Operating Budget Workbook. Briefly summarize the type of services contractors/partners will provide, such as direct E&T program services, IT services, consulting, etc.</p>	<p>Costs are incurred in this category for items necessary to operate the program.</p>
<p>Non-capital Equipment and Supplies: Describe non-capital equipment and supplies to be purchased with E&T funds.</p>	<p>Costs are incurred in this category for items necessary to operate the program.</p>
<p>Materials: Describe materials to be purchased with E&T funds.</p>	<p>Office supplies are provided to SNAPET staff to operate the SNAPET Program on a daily basis. This includes items such as pens, pencils, highlighters, staples, tape, etc.</p>
<p>Travel & Staff Training: Describe the purpose and frequency of staff travel charged to the E&T program. This line item should not include E&T participant reimbursements for transportation. Include planned staff training, including registration costs for training that will be charged to the E&T grant.</p>	<p>Travel expenses for the SNAPET administrative staff to provide oversight and training to the district offices that operate the SNAPET Program.</p> <p>Consisting of four trips to the District Offices and other community partners and three trips to Las Vegas district offices. Travel expenses for the SNAPET</p>

	staff to participate in community partner meetings including One-Stop Centers, County, and workforce partners.
Building/Space: If charging building space to the E&T program, describe the method used to calculate space value.	Expenses incurred to house SNAPET staff in their respective offices. This expense is calculated based on the total building/space expenditures divided by the total number of full-time employee (FTE) positions. Then the number is multiplied by FTEs assigned 100% to SNAPET. The individuals not assigned to SNAPET 100% of the time are cost allocated.
Equipment & Other Capital Expenditures: Describe equipment and other capital expenditures over \$5,000 per item that will be charged to the E&T grant. (In accordance with 2 CFR 200.407, prior written approval from FNS is required.)	N/A

- a) **Indirect Costs.** Indirect costs (also called overhead costs) are allowable activities that support the E&T program, but are charged directly to the State agency. If using an indirect cost rate approved by the cognizant agency, include the approval letter as an attachment to the E&T State plan.

This cost is based on estimated costs in this category and does not exceed the indirect cost rate that is in the Division’s Cost Allocation Plan (CAP) that has been approved by the Federal Division of Cost Allocation. It is reviewed annually and if necessary, amended.

SNAPET costs are charged directly to the program to the greatest extent possible. The allocation of administration charges is included in the CAP.

- b) **Participant Reimbursements (Non-Federal plus 50 percent Federal reimbursement).** Participant reimbursements should include the total participant reimbursement amount from the contracts/partners matrix of the E&T State Plan

Operating Budget Excel Workbook, as well as any participant reimbursements the State agency plans to provide.

Support services for clients including childcare, books and supplies, tuition support and fees, gas reimbursements, bus passes, driver's license, health cards, sheriff's cards, work attire and special tools, ID cards, alcohol education cards, license and/or test fees and car repairs for employed participants.

Total projected Divisional support service cost = \$95,004

For educational costs, see contracts/partners matrix.

Total projected contractual costs = \$815,857