



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

March 14, 2000

GENERAL LETTER NO. 7-M-3

ISSUED BY: Bureau of Food Stamps, Division of Economic Assistance

SUBJECT: Employees' Manual, Title 7, Chapter M, *Food Stamp Employment and Training Program*, Title page, new; Contents (page 1), new; and pages 1 through 17, new.

Summary

Information about the Food Stamp Employment and Training Program is revised and moved to a new chapter to add information about workfare, which is a new FSET component that serves only ABAWDs. Through workfare, ABAWDs may volunteer to perform public service work. Participation in workfare meets the ABAWD work requirements and allows ABAWDs to remain eligible for food stamp benefits.

The workfare component will operate in 19 counties: Appanoose, Black Hawk, Cerro Gordo, Clinton, Des Moines, Dubuque, Lee, Linn, Johnson, Mahaska, Marshall, Muscatine, Polk, Pottawattamie, Scott, Story, Wapello, Webster and Woodbury.

The workfare program will not operate in the remaining 80 counties, each of which have small populations of ABAWDs. ABAWDs in these counties are exempt from ABAWD work requirements.

Effective Date

April 1, 2000

Material Superseded

None.

Additional Information

No desk reviews are required to implement this policy. On or after April 1, 2000, add ABAWDs in the 80 non-workfare counties back to participating households upon discovery, at the request of the household, or at the household's next recertification.

Refer questions about this general letter to your regional benefit payment administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

April 9, 2002

GENERAL LETTER NO. 7-M-4

ISSUED BY: Bureau of Financial and Work Supports,
Division of Financial, Health, and Work Supports

SUBJECT: Employees' Manual, Title 7, Chapter M, **FOOD STAMP EMPLOYMENT
AND TRAINING PROGRAM**, Title page, revised; Contents (page 1), revised;
and pages 1 through 13, revised.

Summary

This chapter is revised to:

- ◆ Change the amount of the FSET participation allowance from \$50 to \$25.
- ◆ Remove some policies that were for Iowa Workforce Development (IWD) use only, to avoid confusion over which responsibilities were those of IWD and which were those of DHS. The policies on IWD responsibilities for the workfare program are retained for informational purposes only,
- ◆ Added cross references to food stamp policies that are used in conjunction with the workfare program.
- ◆ Change the counties in which workfare will operate. Workfare will operate in 8 counties:
 - Black Hawk
 - Cerro Gordo
 - Des Moines
 - Lee
 - Linn
 - Polk
 - Scott
 - Webster

Any ABAWD living in a county not operating the workfare program is exempt from ABAWD work requirements.

Effective Date

May 1, 2002

Material Superseded

Remove the entire Chapter M from Employees' Manual, Title 7, and destroy it. This includes the following pages::

<u>Page</u>	<u>Date</u>
Title page	March 14, 2000
Contents (page 1)	March 14, 2000
1-17	March 14, 2000

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

December 17, 2002

GENERAL LETTER NO. 7-M-5

ISSUED BY: Bureau of Financial and Work Support,
Division of Financial, Health and Work Support

SUBJECT: Employees' Manual, Title 7, Chapter M, **FOOD STAMP EMPLOYMENT
AND TRAINING PROGRAM**, Title page, revised, Contents (page 1), revised;
and pages 1 through 5, revised.

Summary

This chapter is revised to:

- ◆ Remove references to Workfare.
- ◆ Add clarification to the exemption for people who do not have public transportation available, if it is too far to walk to the work site. The person makes the determination on the availability of transportation and whether the distance is too far to walk.
- ◆ Add clarification is added for the "good cause because of circumstances that will last 60 days or longer" exemption that the household determines if adequate child care is available.

Effective Date

January 1, 2003

Material Superseded

Remove the entire Chapter M, Employees' Manual, Title 7, and destroy it. This includes:

<u>Page</u>	<u>Date</u>
Title page	April 9, 2002
Contents (page 1)	April 9, 2002
1-13	April 9, 2002

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

November 16, 2007

GENERAL LETTER NO. 7-M-6

ISSUED BY: Bureau of Financial and Work Supports
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 7, Chapter M, **FOOD STAMP EMPLOYMENT AND TRAINING PROGRAM**, Title page, revised; Contents (page 1), revised; and pages 1 through 5, revised.

Summary

This chapter is revised to:

- ◆ Add information about the mini-simplified food stamp program. Under this program, FIP parents caring for a child under age 6 will have Food Assistance work rules replaced with FIP work rules.

The monthly Food Assistance and FIP benefits are combined to determine the maximum number of hours the parent may participate in an unpaid work activity subject to the federal Fair Labor Standards Act under FIP. This provides the parent an opportunity to increase job skills and improve employability and helps Iowa meet FIP work participation rate requirements.

Because these parents are exempt from Food Assistance mandatory work registration, inclusion of the household in the mini-simplified food stamp program has no effect on how Food Assistance eligibility and benefits are determined.

- ◆ Change references from "Food Stamps" to "Food Assistance" where appropriate. The chapter title stays the same because Iowa uses the federal name for the work and training program.

Effective Date

Upon receipt.

Material Superseded

Remove Chapter M from Employees' Manual, Title 7, and destroy it. This includes the title page, table of contents, and pages 1-5, all dated December 17, 2002.

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
CHARLES J. KROGMEIER, DIRECTOR

November 12, 2010

GENERAL LETTER NO. 7-M-7

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 7, Chapter M, **FOOD ASSISTANCE
EMPLOYMENT AND TRAINING PROGRAM**, Title page, revised;
Contents (page 1), revised; and pages 1, 2, and 3, revised.

Summary

Chapter 7-M is revised to:

- ◆ Change the Food Assistance Employment and Training program from mandatory to voluntary.
- ◆ Add a new component. The expanded education and vocational training component is implemented to provide Food Assistance recipients with more opportunity to prepare for self-sufficiency.

Effective Date

Upon receipt.

Material Superseded

This material replaces the entire Chapter M from Employees' Manual, Title 7, which includes the following pages:

<u>Page</u>	<u>Date</u>
Title page	November 16, 2007
Contents (page 1)	November 16, 2007
1-5	November 16, 2007

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Jerry R. Foxhoven
Director

July 6, 2018

GENERAL LETTER NO. 7-M-8

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 7, Chapter M, ***Food Assistance Employment and Training Program***, Title page, revised; Contents (page 1), revised; pages 1, 2, and 3, revised; and pages 4 and 5, new.

Summary

Chapter 7-M is revised to update Food Assistance Employment and Training provider and services available to Food Assistance participants.

Effective Date

Upon receipt.

Material Superseded

This material replaces the entire Chapter M from Employees' Manual, Title 7, which includes the following pages:

<u>Page</u>	<u>Date</u>
Title page	November 12, 2010
Contents (page 1)	November 12, 2010
1-3	November 12, 2010

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

February 26, 2021

GENERAL LETTER NO. 7-M-9

ISSUED BY: Bureau of Financial, Food, and Work Supports
Division of Adult, Children, and Family Services

SUBJECT: Employees' Manual, Title 7, Chapter M, ***SNAP Employment and Training Program***, Title page, Contents page 1, page 1-5, revised.

Summary

Chapter 7-M is revised to:

- ◆ Update references to "Food Assistance" changing them to "SNAP".
- ◆ Update E&T policy to reflect changes in components offered and allowable services/supports.
- ◆ Update E&T process on who can be referred and where.
- ◆ Update E&T Service Providers
- ◆ Revise manual to bring style up-to-date.

Effective Date

Immediately.

Material Superseded

<u>Page</u>	<u>Date</u>
Title page	July 6, 2018
Contents 1	July 6, 2018
1-5	July 6, 2018

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

September 15, 2023

GENERAL LETTER NO. 7-M-10

ISSUED BY: Bureau of Financial, Food, and Work Supports
Division of Community Access

SUBJECT: Employees' Manual, Title 7, Chapter M, ***SNAP Employment and Training Program***, Title
Page, Contents I, I-6, revised; 7 and 8, new.

Summary

This chapter is revised to update information regarding who must be screened for referral to SNAP E&T

- replace FSET references with MR
- update list of current E&T providers
- add language regarding E&T eligibility dates
- update style and formatting throughout

Effective Date

Upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 7, Chapter M, and destroy them:

<u>Page</u>	<u>Date</u>
Title Page	February 26, 2021
Contents I	February 26, 2021
I-6	February 26, 2021

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

April 5, 2024

GENERAL LETTER NO. 7-M-11

ISSUED BY: Bureau of Financial, Food, and Work Supports
Division of Community Access

SUBJECT: Employees' Manual, Title 7, Chapter M, ***SNAP Employment and Training Program***,
Contents I, I-8, revised; 9, new.

Summary

This chapter is revised to

- Update guidance for completing SNAP E&T referral.
- Update language for coding in ABC.
- Update E&T provider list.

Effective Date

Upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 7, Chapter M, and destroy them:

<u>Page</u>	<u>Date</u>
Contents I	September 15, 2023
I-8	September 15, 2023

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

October 11, 2024

GENERAL LETTER NO. 7-M-12

ISSUED BY: Bureau of Financial, Food, and Work Supports
Division of Community Access and Eligibility

SUBJECT: Employees' Manual, Title 7, Chapter M, ***SNAP Employment and Training Program***, Title Page, Contents 1, 1-9, revised; 10, new.

Summary

This chapter is revised to

- Update the E&T provider list
- Update the E&T referral process for IM
- Update style, branding, and accessibility throughout

Effective Date

Immediately.

Material Superseded

Remove the following pages from Employees' Manual, Title 7, Chapter M, and destroy them:

<u>Page</u>	<u>Date</u>
Title Page	September 15, 2003
Contents 1	April 5, 2024
1-9	April 5, 2024

Additional Information

Refer questions about this general letter to your area income maintenance administrator.