Third Party Reimbursement Program

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SC Department of Social Services
WHY SNAP2WORK?
To provide more opportunities for SNAP recipients to receive education and training services that will enable them to obtain employment.
GETTING STARTED...

- Evaluate Services provided by your agency
- Determine if SNAP recipients are being served
- Determine the amount of non-Federal funds available
GETTING STARTED....

Assess your agency’s administrative capability

Review SNAP 2 WORK Program Requirements

Execute an agreement with DSS
Major Activities...

- Intake and Screening
- Voluntary Participation Agreement
- Assessments
- Reporting
- Verify Eligibility
- Participation Tracking
- Identify Costs
- Request Reimbursement
- Maintain Records
ALLOWABLE ACTIVITIES

- Job Search Training;
- Job Search Assistance;
- Education;
- Vocational Training;
- Case management;
- Assessment;
- Outreach and Marketing.
ALLOWABLE COSTS

- Reasonable and necessary;
- Audit Proof;
- Documented;
- Records available for 3 years.

Refer to OMB Circular A-122
Cost Principles for Non-Profit Organizations
DATA MATCHING

- Must submit matching document monthly;
- Always use DSS developed matching template;
- Request match data for one month on the form;
- Use match data to complete invoices;
- Submit data match info with reimbursement requests.

Data matches are completed by the Office of Research and Statistics (ORS). SNAP recipient data is transmitted by DSS to ORS during the second week of the month.
Reimbursement Procedures

- Reimbursement provided quarterly based on the Federal Fiscal Year (October – September);
- DSS approved invoice must be submitted;
- Data match records for the quarter should accompany invoices;
- Direct and Allocable costs must be reported on invoice.
**Monthly Reports**

- Monthly Participation Report
- Match Request

**Other Reports**

- Reimbursement Request - QUARTERLY
- Local Match Certification – ANNUALLY
- Outcome Data - ANNUALLY
GOING FORWARD...

- Submit new State Plan for FY’ 2014;
- Execute new agreements with current partners;
- Identify new partners;
- Provide technical assistance;
- Streamline procedures.
ABLE-BODIED ADULTS WITHOUT DEPENDENTS

ABAWDs
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