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A. Cover Page and Authorized Signatures

State: South Carolina

State Agency Name: Department of Social Services

Federal FY: 2025

Date Submitted to FNS (revise to reflect subsequent amendments): Click or tap here to enter text.

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

Name	Title	Phone	Email
Tamara James	Director, Division of Employment Services	(803) 898-1097	Tamara.james@dss.sc.gov

Certified By:

State Agency Director (or Commissioner)

Date

Certified By:

State Agency Fiscal Reviewer

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
SCCETS	South Carolina Comprehensive Employment & Training System
ARPA	American Rescue Plan Act
PPE	Personal Protective Equipment
PSP	Pathways Scholarship Program
ROI	Return on Investment
SCDSS	South Carolina Department Of Social Services
SCWOS	South Carolina Works Online System
SWDB	State Workforce Development Board
TPRP	Third Party Reimbursement Program (in SC, aka SNAP2WORK)
WIN	WIN Learning Career Readiness Courseware and Credentials
WR	Work Registrant

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

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 SCDSS SNAP Employment & Training Program is to serve South Carolina by helping individuals achieve stability and strengthening families. The program's vision is "empowerment through opportunities and building better lives".

In order to help individuals achieve stability and to strengthen families in South Carolina, the E&T program provides education and training activities for SNAP recipients to increase their opportunities to obtain sustainable employment and reduce dependency on public assistance. This is accomplished by offering various training and educational components, work based learning opportunities, employment assistance, case management and supportive services.

The SCDSS SNAP E&T Program utilizes regional E&T Coordinators and contracts with various community-based organizations, state agencies, for-profit organizations, and technical colleges to provide the services needed to increase a participants' skills that can lead to employment opportunities. The focus is to ensure that SNAP E&T participants have the skills to support the local industry in in-demand jobs.

Is the State's E&T program administered at the State or county level?

The South Carolina Department of Social Services (SCDSS) is the administering agency for the Supplemental Nutrition Assistance Program (SNAP). SCDSS is also responsible for the administration of the E&T program.

South Carolina's SNAP E&T program is state administered, and all counties operate under the same state policies and processes.

(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.

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.

SCDSS will operate a voluntary SNAP E&T Program in FY 2025 in all 46 counties of the state to assist SNAP recipients in obtaining employment.

Due to the voluntary nature of the program, it is feasible to offer the services to all SNAP recipients in the state.

Provide a list of the components offered.

South Carolina will offer the following components for fiscal year 2025: Work Readiness Training, Vocational Training (short-term, less than one year certificate/certification programs), Work Experience, Workfare, Supervised Job Search, and Job Retention. The Education component will also be offered, however, participation in this component will be allowed for up to two years.

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

<https://dss.sc.gov/assistance-programs/work-programs/snap-employment-and-training/>

II. Program Changes

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

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.

South Carolina intends to continue to develop the SNAP E&T Program in FY 2025 to include additional SC SNAP2WORK Third Party Reimbursement Program providers (TPRP) to further increase training services available to SNAP recipients in the state. SC will focus on recruiting partner agencies who have the ability to provide training in rural areas and statewide.

In order to provide additional wrap around services to SNAP program participants, South Carolina is partnering with the SNAP Education program (SNAP Ed) to provide nutritional training to E&T program participants.

Participation in the educational component will be extended to two years. All other components will remain with a one year participation period.

Due to low participation in the On-the-Job Training component from FY2024, SCDSS is eliminating this component until further strategies can be developed to improve the component appeal and benefit to participants.

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.

During the FY 2024, SNAP recipients have requested assistance with alternative food sources because they report that their SNAP benefits are exhausted earlier. Due to those requests, the E&T program is partnering with SNAP Ed to educate E&T participants on shopping for healthier, more sustaining foods while still being frugal.

In discussion with the Department of Education, it was discovered that a students' typical completion rate is longer than one year. Therefore, to accommodate the different learning styles, literacy levels, and abilities for all E&T participants, the length of time needed to complete a GED/high school diploma is being extended to two years.

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 regional 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.

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).

A consultation with members of the State workforce development board and partner agencies occurred on August 7, 2024. The meeting was intended to be in-person, however, due to inclement weather, the meeting was adjusted to a virtual setting. Participants included, among others, Mike King, Nina Staggers, Scott Ferguson, Diana Goldwire, and Mary Beth Fields. During the discussion, it was stressed that employers are overwhelmingly stating a need for soft skills development upon candidates and particularly, digital literacy. While this has already been a focus for SNAP E&T, plans are in place to align services for E&T participants with this soft skills development through a statewide E&T partner available to provide these services virtually. This partnership will generate skills development in the areas of basic computer skills, internet basics, use of email, internet literacy, and fundamentals of a digital footprint. These skills will not only enhance employability of E&T participants but will also be responsive to the expressed needs of employers.

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.

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.

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.

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 FY2024, SNAP E&T continued to be involved in conjunction with the Title I programs under the WIOA to explore a shared case management system, however, this initiative was not supported by all parties involved. While these efforts continue to be explored, SNAP E&T will continue to be involved in collaborative efforts to support dual enrollment of Adult, Dislocated Worker, and Youth program participants in the SNAP E&T program.

During FY2024, a unique data analysis group was developed to determine if data supported co-enrollment between Title I and SNAP E&T. The data resoundingly supported the co-enrollment efforts and underscored the purpose of coordinated efforts under the Workforce Innovation and Opportunity Act (WIOA). As such, SNAP E&T will continue to seek methods of increasing co-enrollments and collaboration with Title I.

WIOA Combined Plan: Is SNAP E&T included as a partner in the State’s WIOA Combined Plan?

Yes

No

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.

SNAP E&T will continue the targeting of TANF “leavers” as a source of potential referrals. The TANF program trains case management staff to not only collaborate with local E&T Eligibility Case Managers but to also actively make referrals of TANF participants whose TANF case may have closed for income, however, the need for enhanced training opportunities to increase wage potential still exists. These former TANF participants are an ideal referral to SNAP E&T because there is already some income available and the desire to be gainfully employed is already apparent thereby making SNAP E&T’s role crucial in increasing a participants’ stackable credentials.

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).

A presentation of SNAP E&T services is already planned for FY2025 in partnership with SC’s child support administration. Ideally, this presentation and collaboration will result in increased referrals to the E&T program and additional partnership opportunities.

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.

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.)*

Name the ITOs consulted.

The Catawba Indian Nation. Specifically, the representatives from the Catawba Indian Nation included Hailey Wade (Executive Director), Lydia Locklear (Deputy Tribal Attorney), Tiffany Moore (Director, Economic Development), Alyssa Henderson (Executive Assistant), Hayley Brezeale (Coordinator, Food Service), and Hillary Harris (Program Manager).

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).

Tribal Consultation Sharing Visit

Date: June 28, 2024

Time: 10:00am-11:00am

Location: The Catawba Reservation

After initial introductions (Catawba Nation and SCDSS) the following was discussed:

- An overview was provided for some of the services offered by the Catawba Nation to tribal members
 - Health and medical services
 - Legal services
 - Economic development
 - Head Start services

During the consultation sharing visit the E&T program along with SNAP-Ed, SNAP Outreach, Senior Farmers Market and the Healthy Bucks Programs provided information about the services offered. This included an updated menu of support services (child care, transportation, etc.) and a current list of other available services (vocational training, education, employment assistance, etc.) for Native Americans living on the reservation. SCDSS has offered the Catawba Nation full access to all E&T services in the state of South Carolina.

Based on the consultation with the Catawba Nation, Catawba residents receiving SNAP benefits can be referred to the SNAP E&T program for GED/general literacy programs, and vocational training program.

The Catawba Nation stated that they would welcome an E&T Coordinator to conduct a monthly orientation at the reservation.

There was a lot of great discussion and it was mutually agreed that the Tribal Consultation Sharing Session would continue as an annual event between SCDSS and the Catawba Nation. The SNAP Employment & Training team would continue their conversations throughout the year and until the next annual gathering.

The meeting was concluded with the exchange of contact information, a group photograph, and the distribution of promotional items for meeting attendees.

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.

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

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)

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)).

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.)

South Carolina exempts all work registrants from mandatory participation in the SNAP E&T program.

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

South Carolina re-evaluates these exemptions from mandatory E&T on an annual basis.

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: Click or tap here to enter text.

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.

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.

South Carolina has a separate SNAP E&T unit that manages all aspects of the SNAP E&T program. Staff working in this unit is 100% dedicated to the SNAP E&T program. The unit consist of a program director, two program supervisors, a program navigator, a support service specialist, five eligibility specialists, a fiscal analyst and a scholarship program coordinator. There are also 16 E&T regional coordinators who work directly with SNAP E&T participants.

- Program Director - Manages overall program operations. The program director provides training, supervision and guidance for all E&T employees.

- Regional Supervisors (2) - Supervises the E&T Coordinators, provide training, case reviews and support for all of the regional employees.

- Program Navigator - The program navigator assists all contracted providers. Provides group and individual training, assists with conducting ME Reviews, monitors all data entered into the E&T provider portal and assists with on-boarding new partner agencies. The navigator is the direct contact for all contracted partner agencies.

- Support Services Coordinator– Ensures that all requests for support services are processed timely and that all documentation is accurate. The coordinator manages the E&T program’s centralized inbox and supervises the four E&T Eligibility Specialists.

Eligibility Specialist (5) - Screens and schedules eligible SNAP recipients to attend the local E&T program orientation. Responsible for managing the E&T database referral queue and the benefit portal queue for the Pathways Scholarship.

- Fiscal Analyst – Manages all financial aspects of the program (processes invoices, conducts financial ME reviews, reviews all A133 audit reports, reviews all budgets for contracts, maintains all financial records, etc.).

- Scholarship Program and ME Coordinator - Reviews all applications for E&T scholarships, conducts assessments, creates employment plans, tracks and enters all client participation, case notes and outcome data into the E&T database. Reviews all county E&T ME reviews and assists with corrective action plans as needed.

- E&T Coordinators - Conducts orientations, completes assessments, creates employment plans, makes referrals to training and educational programs, assists with finding employment opportunities, provides support services and case management for E&T program participants. Tracks and enters all client participation, case notes and outcome data into the E&T database.

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

SCDSS eligibility staff is responsible for all actions related to determining SNAP eligibility including interviews, certification, recertification, and verifying information. During the certification process (initial application or recertification), staff will notify SNAP recipients about the availability of the E&T Program.

During the application process, eligibility and case management staff utilize an oral script during the interview process to determine if a client meets the eligibility criteria to receive SNAP benefits. Once eligibility has been established, the individuals are screened to determine if the client meets any work registration exemptions. If the client does not meet an exemption, the worker codes them as a work registrant (WR). South Carolina notifies all WRs about their work requirements as well as the SNAP E&T program (and other work programs). This information is mailed to the SNAP recipient in their benefit approval

letter. Following the determination for SNAP approval, a written Consolidated Work Notice is sent.

After screening the client for appropriateness (i.e. able to work, interested in participation, etc.) the eligibility staff will refer all eligible SNAP participants to the E&T program.

After a client is referred to the E&T program, the client is assigned to an E&T Coordinator. The E&T Coordinator will conduct an orientation, complete an assessment and an individualized employment plan with the client. Based on the assessment and client's interview, the client is then referred to a component and provided support services if needed.

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.

The SC E&T program contracts with various community-based organizations, state agencies and technical colleges statewide. South Carolina utilizes a MIS system (The South Carolina Comprehensive Employment & Training System database (SCCETS) as it's main source of communication with partner agencies. The SCCETS database is a web-based provider portal which allows the state and partner agencies to enter and share participation data, outcome data, certifications, employment, case management notes and all pertinent information pertaining to the client's participation in the E&T program (assessments, employment plans, support services provided, etc.). The state agency can view all data entered into the system by all contracted partner agencies.

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 SCCETS database has a secure portal that allows providers to determine a clients' eligibility in real-time. Partner agencies can complete client assessments, employment plans, add clients to components, enter participation and outcome data from any computer. They can also enter support services and maintain case management notes. The SCCETS database allows providers to submit invoices and contract renewals. Partner agencies are able to view other components that their clients are participating in as well. Clients can also be referred through the system. Based on the data entered, the administrative team at the state office can

download reports and get real-time program data. Provider determinations and reverse referrals are also communicated through the database.

Management Evaluation (ME) review questionnaires and final reports are downloaded from the SCCETS database.

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

In order to keep all partners aware of new policies, procedures and other programmatic information, the SC E&T program:

- Schedules virtual training meetings to provide updates and information;
- Updates and submits copies of the SNAP E&T Third Party Reimbursement Program Provider Handbook;
- Schedules individual training and technical assistance for partner agencies; and
- Conducts an annual training conference that provides updates and technical assistance.

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 state agency conducts annual Management Evaluation (ME) reviews for all contracted partner agencies. A review is conducted once a year for each provider.

County office operations also conducts ME reviews. The frequency of the reviews are based on the size of the county's average monthly SNAP household caseload. The reviews are scheduled as follows:

- Annually - (large) 25,000 and Above
- Bi-Annually – (medium) 5,000 – 24,999
- Tri-Annually – (small) less than 4,999

The ME reviews provide a systematic method of monitoring and assessing program operations. They also provide a basis to improve and strengthen program operations by identifying and correcting deficiencies.

Prior to review for contracted partner agencies, the team will review the contract and scope of work, a review questionnaire, submitted invoices and all back-up documentation requested prior to the actual review.

The ME review team also conducts participant case reviews. All reviews are conducted for a specific period of time with a minimum of three months, unless under special circumstances.

During the review, the team conducts an entrance conference (to explain the review), interviews with staff, case file reviews, review on-site financial documents, perform program observations and conducts an exit conference (overall review comments).

During the exit conference preliminary findings and or recommendations may be discussed.

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 state agency evaluates the effectiveness of partner agencies by analyzing participant enrollment, program completions, certifications/certificates and by the number of participants who become employed.

The ultimate measurement is the number of participants who become employed after participation, have reached self-sufficiency and do not rely on SNAP benefits to feed their families.

The SNAP E&T program uses the following data sources to complete the Evaluations:

- Wage records from the states' labor department (Department of Employment and Workforce)
- The SCCETS database
- FNS 583 Report
- FNS Annual Report
- Southeast Region Quarterly Report

The E&T program is continuing the process of developing a Return on Investment (ROI) analysis and a database dashboard utilizing the above data and key performance indicators to evaluate the performance of the entire SNAP E&T program.

VIII. Screening for Work Registration

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

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

DSS eligibility staff screens applicants and recipients to identify potential work registrants at initial certification, recertification, and when adding a new individual (including previously sanctioned individuals) to the SNAP household. As part of the SCWINS Interview Tool, eligibility and case management staff utilize a set of screening questions to assist with identifying work registrants. These screening questions include exemptions that would preclude household members from meeting work registration requirements.

Additionally, staff code identified work registrants as such in the state agency eligibility data system. If a work registrant is also subject to the ABAWD time-limit, then the household is notified of both work registration requirements and ABAWD time-limit requirements. Staff also utilize a set of screening questions to identify ABAWDs and code ABAWDs as such in the CHIP eligibility system. The eligibility worker first determines if an individual has a work registration exemption.

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.?

Eligibility staff uses various codes to identify non-exempt work registrants in the states' eligibility data system. If a work registrant is also subject to the ABAWD time-limit, then the household is notified of both work registration requirements and ABAWD time-limit requirements. Staff also utilize a set of screening questions to identify ABAWDs and code ABAWDs as such in the CHIP eligibility system. The eligibility worker first determines if an individual has a work registration exemption.

By signing the application or recertification form, the Primary Informant (PI) will be considered to have registered all household members required to be registered. This registration is completed when the registration is recorded on the CHIP EMPR screen. Work registration (WR) is an eligibility requirement for all SNAP household members who are not exempt from the federally regulated work requirements.

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

Oral notification of applicable work requirements occurs initially at case actions requiring an interview. The Consolidated Work Notice is sent as a follow-up after the initial, oral scripted conversation. Written notification occurs at application, recertification, and/or when adding a household member.

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).

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.*)

Based on the state agency's screening process and criteria, only individuals who have an open/approved SNAP case and an expressed desire to participate in the E&T program are referred.

The following screening criteria is used by the E&T Eligibility workers to determine appropriateness of a referral to the E&T program:

- The client's desire to participate in the program (this is a volunteer program)
- The client's ability to work
- Commitment to adhering to the IEP
- Barriers that may prevent a client's participation in a training program

Individuals who are interested in training to increase or improve their skills, education or work experience are viewed as good candidates for referral to the E&T program.

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.

During the certification and recertification process the eligibility workers screen potential E&T program participants by asking the following screening questions:

1. Are you interested in participating in the Employment and Training work program? (This addresses the client's desire to participate.)
2. Do you have an employment or training goal you would like to accomplish? (This addresses commitment.)
3. Are you able to work? (This covers if they are physically or mentally able to work.)
4. Do you have any employment or training needs that this program may be able to address or assist you with? (This addresses barriers to employment.)

The screening occurs during the interviewing process and these questions are a part of the interviewing script.

(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.

Reverse referrals are conducted in the SCSETS database. Partner agencies enter the potential participant's information in to the provider portal. The state's eligibility specialists are responsible for monitoring the reverse referral queue daily and screening the participants' information and referring the client back to the partner agency if deemed appropriate.

All SNAP E&T participants in South Carolina will enter the E&T program by either a direct or reverse referral from an eligibility specialist.

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?

SNAP participants are informed of participant reimbursements during the certification process and at their initial meeting (orientation) with their assigned E&T Coordinator during the assessment process in order to address barriers. They are also notified by partner agencies while completing their assessments and employment plans. Clients also receive a consolidated notice that details information about the SNAP E&T program.

X. Referral to E&T

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

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)?

SNAP recipients referred to the E&T program are provided with the name and contact information of the E&T Coordinator in their county along with basic program information. A Client Referral/Communication Referral Form is also sent to the E&T program's centralized mail box. The client is then assigned to their local E&T Coordinator based on their county of residence. The E&T Coordinator then schedules the participant for the next available program orientation.

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.?

The Voluntary Participation Agreement form is provided to the participant by the contracted provider. A part of the enrollment process for all contracted partner agencies is to provide the Voluntary Participation Agreement to all SNAP clients interested in participating in their programs. The SNAP participant must sign the agreement notifying them that by participating with the provider agency, that they are participating in the SNAP E&T program. All Voluntary Participant Agreements must be signed by the client and dated.

Reverse Referrals - Clients are notified by email after the reverse referral has been received from the provider. The provider enters a reverse referral in the SCCETS queue. The state's eligibility specialists are responsible for monitoring the reverse referral queue daily, screening the participants' information and referring the client back to the partner agency if deemed appropriate.

Direct Referrals - During the screening process if it is determined that the SNAP participant is a feasible candidate for the SNAP E&T program, the eligibility worker will notify the client verbally (scripted). A copy of the referral email will also be sent to the client.

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.

After a client is referred to the E&T program they must participate in an orientation conducted by the local E&T coordinator. Group orientations (in-person) are scheduled monthly in each county of the state.

Individual orientations are also scheduled based on the needs of the clients. Individual orientations can be conducted in-person or virtually.

During the orientation, the coordinator provides an overview of the E&T program (i.e. available training/employment opportunities & supportive services). They provide some work readiness training. Guest speakers from other training programs, state agencies or employers may attend these orientations in order to provide information about their programs.

The coordinator works one-on-one with the clients in order to complete their assessments and employment plans. The client is then referred to a provider for training, education or employment assistance.

Each client receives a work readiness training manual after completion of the orientation.

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?

DSS staff refers clients to the local E&T coordinator via the SCCETS database and by email to a centralized email inbox (SNAP2Work@dss.sc.gov). Referrals and reverse referrals are submitted to contracted partner agencies via the SCCETS database (E&T database) and followed by an email.

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?

After a client has been referred to the E&T program by the eligibility specialist and the orientation is completed, the coordinator can refer a client to a provider through the SCCETS database. The coordinator contacts the provider via email and then enters the client into the partner agency's queue in the provider portal.

XI. Assessment

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

Does the State require or provide an assessment?

- Yes (*Complete the remainder of this section.*)
- No (*Skip to the next section.*)

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)

Regional E&T coordinators and partner agency staff complete assessments for all SNAP participants entering the E&T program. The assessment tool used is in the SCCETS database. All assessments are completed during the initial orientation. The state office has viewing access to all assessments and employment plans entered into the E&T SCCETS database. Copies of the assessments are available for all participants.

Basic assessment information includes educational level, skills and abilities, work history, and barriers to employment.

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.

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: Click or tap here to enter text.

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.

Case management is provided by the state's E&T Coordinators and all of the E&T program's contracted partner agencies. Assessments, employment plans, referrals participation data, outcome data, and support services are provided statewide.

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:

SNAP eligibility staff:	Communication and coordination with eligibility staff occurs via email on an ongoing basis, however, this communication is followed-up in the SCCETS database and the SCOSA imaging system. Case managers provide participation data to eligibility staff for ABAWD work requirements via email, whenever appropriate.
State E&T staff:	Communication and coordination between case managers and E&T state staff occurs via SCCETS database or via email initially but with follow-up in the SCCETS database.
Other E&T providers:	Case managers use email, phone communication, and in-person visits to maintain an open dialogue with E&T providers. This communication is documented in the SCCETS database.
Community resources:	Case managers use email, phone contact, and in-person visits to maintain an open dialogue with community resources. When specific to a participant, this communication is documented in the SCCETS database.

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).

All E&T program participants receive targeted, individualized case management. When situations arise where a participant cannot participate in person, the case manager can facilitate virtual or telephonic services to avoid a burden on the client but also maintaining participation and program engagement. Additionally, E&T case managers are physically located in a SC Works Center which makes partner referrals more collaborative but also more efficient and effective for the participant.

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.

Does the State agency offer a conciliation process?

- Yes (Complete the remainder of this section.)
- No (Skip to the next section.)

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

What is the length of the conciliation period?

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).

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.

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

- Yes
- No

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

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

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

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.

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 Agency is responsible for determining good cause when a SNAP recipient fails or refuses to comply with SNAP work requirements. The 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. In addition to notifying households in writing of reporting requirements and SNAP work requirements, staff explore good cause for failure or refusal to comply with a SNAP work requirement during eligibility interviews and/or through contact with the household outside of an interview. To the extent that the information given by the household is questionable, the Agency must request verification of the household's statements of

good cause. The primary responsibility for providing verification rests with the household.

Collateral contacts, however, may be made to assist a household with verification. A collateral contact is an oral confirmation of a household's circumstances by a person outside of the household. The collateral contact may be made either in person or over the telephone. The Agency may select a collateral contact if the household fails to designate one or designates one which is unacceptable to the Agency. Examples of acceptable collateral contacts may include employers, landlords, social service agencies, migrant service agencies, and neighbors of the household who can be expected to provide accurate third-party verification. The Agency, generally, will rely on the household to provide the name of any collateral contact. The household may request assistance in designating a collateral contact. The Agency is not required to use a collateral contact designated by the household if the collateral contact cannot be expected to provide accurate third-party verification. When the collateral contact designated by the household is unacceptable, the Agency will either designate another collateral contact, ask the household to designate another collateral contact or to provide an alternative form of verification. The Agency is responsible for obtaining verification from acceptable collateral contacts. The Agency does not have a specific number of contacts regarding determining good cause; however, one contact is made either through the interview or verification process.

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

The Agency is responsible for determining good cause when a SNAP recipient fails or refuses to comply with SNAP work requirements. The 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.

Good cause includes circumstances beyond the member's control, such as, but not limited to, illness, illness of another household member requiring the presence of the member, a household emergency, the unavailability of transportation, or the lack of adequate child care for children who have reached age six but are under age 12.

Good cause for leaving employment includes the good cause provisions found below and resigning from a job that is unsuitable. Good cause for leaving employment also includes:

- (A) Discrimination by an employer based on age, race, sex, color, disability, religious beliefs, national origin or political beliefs;
- (B) Work demands or conditions that render continued employment unreasonable, such as working without being paid on schedule;
- (C) Acceptance of employment by the individual, or enrollment by the individual in any recognized school, training program or institution of higher education on at least a half time basis, that requires the individual to leave employment;
- (D) Acceptance by any other household member of employment or enrollment at least half-time in any recognized school, training program or institution of

higher education in another county or similar political subdivision that requires the household to move and thereby requires the individual to leave employment;

(E) Resignations by persons under the age of 60 which are recognized by the employer as retirement;

(F) Employment that becomes unsuitable after the acceptance of such employment;

(G) Acceptance of a bona fide offer of employment of more than 30 hours a week or in which the weekly earnings are equivalent to the Federal minimum wage multiplied by 30 hours that, because of circumstances beyond the individual's control, subsequently either 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; and

(H) Leaving a job in connection with patterns of employment in which workers frequently move from one employer to another such as migrant farm labor or construction work. There may be some circumstances where households will apply for SNAP benefits between jobs particularly in cases where work may not yet be available at the new job site. Even though employment at the new site has not actually begun, the quitting of the previous employment must be considered as with good cause if it is part of the pattern of that type of employment.

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.

South Carolina does not have a mandatory E&T program, so household members may voluntarily participate in SNAP E&T.

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.

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

If a provider determines that a participant is ill-suited for their program they can submit their provider determination through the SCCETS database (Provider Determination Queue) within 10 days of the determination. The provider must also document the reason for their decision.

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

The E&T Coordinator will contact the participant within 10 days of receiving the determination by email, mail and/or by telephone. The E&T Coordinator will be responsible for making the best decision based on the four options available to them.

The four options available to the SNAP E&T Coordinators are as follows:

1. Re-assess the participant and refer the individual to an appropriate E&T program component;
2. Refer the individual to an appropriate workforce partnership;
3. Re-assess the participant’s physical and mental fitness;
4. Coordinate, to the maximum extent practicable, with other Federal, State, or local workforce or assistance programs to identify work opportunities or assistance for the individual.

If the participant is an ABAWD, E&T Coordinators will explain the effect of the provider determination on their SNAP benefits. The expectation for E&T Coordinators is to immediately identify a new activity for the ABAWD to satisfy the ABAWD work requirement.

When a provider determination occurs for an ABAWD, the E&T Coordinator will communicate with an eligibility worker to ensure that a countable month was not used for that month of the provider determination.

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>1,377</p>
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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.	115
III.	Estimated budget for E&T participant reimbursements in upcoming FY.	\$628,960
IV.	Estimated budget for E&T participant reimbursements per month in upcoming FY. (Row III/12)	\$52,413
V.	Estimated amount of participant reimbursements per E&T participant per month. (Row IV/Row II)	\$456

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
Transportation	\$150.00 per month	State Agency & Providers	E&T e-Pay Visa card, gas card, check, bus tickets. Reimbursement is provided both in advance and as a reimbursement.
Childcare will be available on a limited first come, first-served basis for SNAP recipients participating in the E&T program and have children in their SNAP household	No cost to the E&T program in South Carolina.	State Agency & Providers	Vouchers. Reimbursement is provided in advance.
Component related expenses resulting from E&T participation in an allowable activity. (For Example, welding helmets, uniforms, personal protective equipment, back ground checks, test fees, etc.)	\$150.00 per fiscal year	State Agency & Providers	E&T e-Pay Visa card, check. Reimbursement is provided both in advance and as a reimbursement.
Technology Support Services: The technology support services can be utilized to pay for up to three months of internet access,	\$225.00 lifetime limit	State Agency	Check, credit card payment for items purchased. Reimbursement is provided

Allowable Participant Reimbursements	Participant Reimbursement Caps (optional)	Who provides the participant reimbursement?	Method of disbursement
assistance with telephone connectivity and the purchase of a tablet			both in advance and as a reimbursement.
Rent Assistance	\$1,000.00 lifetime limit	State Agency	Check, credit card payment for items purchased. Reimbursement is provided both in advance and as a reimbursement.
Job Retention Support Services	Up to \$150.00 (lifetime limit)	State Agency	Check, e-Pay Visa card Reimbursement is provided both in advance and as a reimbursement.

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.

The South Carolina ABC Childcare Program provides childcare for SNAP E&T participants statewide. There is no charge to the SNAP E&T program for this support service. At this time there is not a cap on the number of slots available to the E&T program.

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?

South Carolina has numerous approved ABC child care programs statewide. Participants have a variety of choices of child care facilities throughout the state. Currently, there is no wait list for SNAP E&T participants to receive childcare in South

Carolina. There is no rate associated with the childcare provided through the E&T program. These slots are provided free of charge to the E&T program.

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.

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.

South Carolina generates monthly work registrant (WR) reports. A report is generated utilizing data from the state’s eligibility system showing all WRs in the state on October 1st of each year.

Describe measures taken to prevent duplicate counting.

In order to ensure an unduplicated count of work registrants in the state, a report is generated to identify the number of work registrants in the state as of October 1st. New work registrants added during October and the remainder of the fiscal year are checked against the master list before being reported as a new work registrant and therefore, ensuring an unduplicated count.

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
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input 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
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: Click or tap here to enter text.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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

CHIP (SNAP eligibility system)
 SCCETS (E&T database)

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

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

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.*

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

CHIP (SNAP eligibility system)
 SCCETS (E&T database)

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

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

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: Supervised Job Search</i>	<i>Example: Number of people who obtain employment after completion of component.</i>	<i>Example: Numerator will include those participants who obtained employment after completing component during the period of 10-1-2019 to 9-30-2020 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>
Supervised Job Search	Number and percentage of individuals who obtain	The numerator will include those participants who obtained

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
	employment after completing the Supervised Job Search component.	<p>employment after completing the component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants that participated in Supervised Job Search during the period of 10-1-2024 to 9-30-2025</p>
Work Readiness Training	Number and percentage of individuals who obtain employment after completing the work readiness training component.	<p>The numerator will include those participants who obtained employment after completing the component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants that participated in work readiness training during the period of 10-1-2024 to 9-30-2025.</p>
Basic/ Foundational/Skill Instruction	Number and percentage of individuals who obtained GEDs, high school diplomas, Work Keys Certifications.	<p>The numerator will include those participants who obtained a GED, high school diploma, Work Keys Certification after completing the component during the period of 10-1-2024 to 9-30-2025.</p> <p>Denominator will include the number of participants that participated in the education component during the period of 10-1-2024 to 9-30-2025.</p>
Career and Technical Education Programs/	Number and percentage of individuals who obtain an industry recognized credential/certification/ certificate.	The numerator will include those participants who obtained a certificate/certification/credential after completing the component

Component	Outcome Measure	Methodology including the timeframes being reported (e.g. denominator and numerator).
Vocational Training		during the period of 10-1-2024 to 9-30-2025. Denominator will include the number of participants that participated in vocational training component during the period of 10-1-2024 to 9-30-2025.

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.

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"/>

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
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"/>

Where will the State agency offer qualifying activities?

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

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.

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

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

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

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.

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).

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.

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.)

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?

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?	

Question	Number
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?	
--	--

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

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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>The state will require that all SJS participants use the State’s labor agency’s (Department of Employment & Workforce) virtual online job search system to search for employment. The virtual online job search system in South Carolina is called South Carolina Works Online System, or SCWOS.</p> <p>SCDSS SNAP E&T Coordinators have been co-located in these centers and will have the responsibility of providing supervision for E&T participants engaging in the supervised job search component.</p> <p>E&T Coordinators have access to the SCWOS database and are able to virtually monitor or supervise all participant’s job searches. E&T Coordinators are also able to pull individual job search reports and determine the feasibility of jobs applied for by each participant using SCWOS.</p> <p>E&T Coordinators are also able to virtually assist participants by sending custom employment opportunities to participants through the system by matching their qualifications (from assessments) and sending links to apply for specific jobs.</p> <p>E&T Coordinators are able to view jobs applied for by participants (i.e. actual application submissions). SCWOS also shows the date and time a participant logged into the database.</p> <p>This virtual component can be utilized in any location, thereby assisting participants with transportation or child care employment barriers.</p>
<p>Direct link</p>	
<p>Target population</p>	<p>Only E&T participants who are deemed “work ready” and computer literate, including ABAWDs, will be placed in the supervised job search component.</p>
<p>Criteria for participation</p>	<p>Based on their assessment, all E&T participants who are considered work ready, computer literate, and seeking immediate employment may participate in the SJS component.</p>

Geographic area	This component will be available statewide.
E&T providers	The state agency will be the provider.
Projected annual participation	200 Participants
Estimated annual component costs	\$30,000.00

Table G.II. Non-Education, Non-Work Component Details: Job Search Training

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

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

Details	Job Retention (JR)
Description of the component	<p>Due to financial limitations, job retention services will be provided for a maximum period of 30 days per fiscal year. South Carolina will allow up to 30 days of retention services per year with a minimum of 30 days regardless of the number of times a client participates in the employment and training program. Job retention services include but are not limited to:</p> <ul style="list-style-type: none"> • Counseling/case management. • Support services/transportation/childcare/etc. • Referrals to other services/navigation services. • Clothing required for employment. • Equipment or tools required for employment. • Test fees • Licensing and certifications <p>South Carolina will ensure that participation in the job retention component is for a minimum of 30 days by entering the component start and end dates into the SCCETS database when adding the client into the component. E&T Coordinators will be responsible for providing services during the dates specified in the database.</p>
Target population	All participants are eligible to participate in this component.
Criteria for participation	All SNAP E&T participants who have secured employment within 30 days of participating in another E&T component can receive up to 30 days of retention services.
Geographic area	This component will be available statewide.
E&T providers	The state agency will be the primary provider.
Projected annual participation	50 participants
Estimated annual component costs	\$7,500.00

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	<p>The workfare component is being offered in order to enhance the employability of program participants. Workfare provides individuals with an opportunity to gain work experience and useful workplace skills at a supervised worksite. In lieu of wages, workfare participants receive compensation in the form of their household's monthly SNAP allotment divided by the State's minimum wage.</p> <p>Worksites and worksite agreements are established by the state agency. These agreements outline requirements for working conditions and require data exchanges such as reporting participation hours in the SCCETS database.</p> <p>The SCDSS E&T program provides workers compensation insurance for participants in the workfare program.</p> <p>Volunteer placements for the workfare component are made at public, non-profit organizations.</p>
Target population	The targeted population for the workfare component are individuals with little or no work experience and Able-Bodied Adults Without Dependents (ABAWDs).
Criteria for participation	The ability to follow instructions, good communication skills, demonstrated soft skills and the desire to learn.
Geographic area	The workfare component will be available statewide.
E&T providers	The state agency will be the primary provider.
Projected annual participation	25 participants
Estimated annual component costs	\$1,625.00

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	<p>The basic education component is designed to increase employability by providing remedial and education leading to a GED, high school diploma or certification.</p> <p>SNAP recipients may be referred to basic education activities to include adult basic and/or foundational skills instruction. This component will increase the participant’s ability to perform math or other activities necessary for the attainment of a secondary school diploma or equivalent, transition to post-secondary education and training, and obtain employment.</p> <p>Clients are assessed to determine their ability to understand and communicate. Partner agencies who will be providing this component are the SC Department of Education and various community- based organizations.</p> <p>Educational expenses will not be paid for training that is normally available to the public at no cost.</p>
Target population	SNAP participants who did not complete high school and/or individuals who have basic literacy needs.
Criteria for participation	Comprehension skills, good communication skills, computer skills and the desire to increase knowledge.
Geographic area	This component will be available statewide.
E&T providers	<p>The following partners will provide these services:</p> <ul style="list-style-type: none"> • South Carolina Department of Education • Trident Literacy • Palmetto Goodwill • Greenville Literacy
Projected annual participation	950 participants
Estimated annual component costs	<p>\$152,000.00</p> <p>An average cost of all contracted adult education providers was used to determine the estimated annual component</p>

<p>Not supplanting</p>	<p>costs. The cost is reasonable based on this calculation method.</p> <p>The Department of Education utilizes non-federal dollars to pay for adult education instruction and these fees are not charged to participants.</p>
<p>Cost parity</p>	<p>All costs for SNAP E&T participants must not exceed the cost for non-SNAP participants.</p> <p>All partner agencies must certify that SNAP E&T participants will be charged at the same amount for services as non-SNAP participants for the same services as non-SNAP participants for the same services. Signed certification documents are on file.</p> <p>Prior to contracting SC E&T program verifies that all costs are equal for SNAP and Non-SNAP participants. Course catalogs with tuition cost are requested. Some organizations provide course outline sheets which contain the cost of the courses offered.</p>

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

<p>Details</p>	<p>Career/Technical Education Programs or other Vocational Training (EPC)</p>
<p>Description of the component</p>	<p>This component provides vocational training or equivalent knowledge and skills required in a specific occupational area. The focus of the vocational training component will be the “Quick Jobs” program and other similar certificate and non-certificate programs which allow participants to quickly obtain skills matching the needs of local businesses and industries. Quick Jobs and other certificate programs have been developed for fields where job growth is expected and in consultation with local employers. The Quick Jobs program offers training and certifications with most courses lasting three months or less, but all courses last less than one year.</p> <p>Examples of Quick Jobs certificate and non-certificate programs include welding, manufacturing, information technology, healthcare, customer relations, truck driving and basic construction skills.</p>

	<p>Technical colleges, non-profit and for-profit organizations that provide vocational training certificates and certifications will provide training in this component.</p> <p>Clients will be assessed to determine literacy level as part of the process.</p>
Target population	All SNAP participants are eligible to participate in this component.
Criteria for participation	The criteria for participation in the vocational training components depends on the training. However, the minimum requirement for all vocational training is the ability to read at a 6th grade level and the ability to comprehend.
Geographic area	This component will be available statewide.
E&T providers	<p>The following partner agencies will provide this service:</p> <ul style="list-style-type: none"> • Able South Carolina (Able SC) • Fast Forward • Florence Darlington Technical College • Goodwill of Middle Georgia • Goodwill of Upstate • Homes of Hope • Northeastern Technical College • Palmetto Goodwill • Pilgrims Inn • Spartanburg Community College • Technical College of The Low Country • Williamsburg Technical College • Denmark Technical College • Grace Mar • Aperion DBA Speak To Me • Carmichael Medical Training • LowCounty Medical Training Center • Revived Medical Training Academy, LLC
Projected annual participation	1,200 participants
Estimated annual component costs	<p>\$1,800,000.00</p> <p>An average cost of vocational training providers was used to determine the estimated annual component costs. The cost is reasonable based on this calculation method.</p>
Not supplanting	South Carolina does not provide statewide funding for vocational training programs as verified by each

	institution’s printed and public costs, tuition and financial aid information. Signed certification documents are on file.
Cost parity	<p>All cost for SNAP E&T participants must not exceed the cost for non-SNAP participants.</p> <p>All partner agencies must certify that SNAP E&T participants will be charged at the same rate as non-SNAP participants for the same services. Signed certification document are on file.</p> <p>Prior to contracting with organizations, the SC E&T program verifies that all cost is equal for SNAP and Non-SNAP participants. Course catalogs with tuition cost is requested. Some organizations provide course outline sheets that contain the cost of the courses offered.</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)
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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.X. Educational Program Details: Work Readiness Training

Details	Work Readiness Training (EPWRT)
Description of the component	<p>Work Readiness Training will provide meaningful assistance to SNAP recipients helping to improve their ability to get a job. Work readiness training activities may be conducted locally or online based on the available resources and will be designed to meet the needs of job seekers and employers.</p> <p>Activities may include skill assessment and educational remediation services that prepare individuals for the workforce. Cognitive skills such as reading for information, applied mathematics, locating information, problem solving, and critical thinking and non-cognitive skills, or soft skills, which are defined as personal characteristics and behavioral skills that enhance an individual’s interactions, job performance, and career prospects such as adaptability, integrity, cooperation, and workplace discipline will also be included in this component.</p> <p>All clients will be assessed to determine if they meet the criteria to participate in this component.</p>
Target population	All eligible SNAP participants

Criteria for participation	Ability to read and comprehend, good communication skills, demonstrated soft skills and the desire to participate in this component.
Geographic area	This component will be available statewide.
E&T providers	<p>The state agency and partner agencies. The partner agencies include:</p> <ul style="list-style-type: none"> • Able SC • Anderson Interfaith Ministries (AIM) • Fast Forward • Goodwill Industries Middle GA & CSRA • Goodwill Industries Upstate/Midlands" • Homes of Hope • Northeastern Technical College II • Orangeburg Calhoun Technical College • Palmetto Goodwill • Pilgrims' Inn
Projected annual participation	600 participants
Estimated annual component costs	<p>\$165,000.00</p> <p>An average cost of all contracted work readiness training providers was used to determine the estimated annual component costs. The cost is reasonable based on this calculation method.</p>
Not supplanting	South Carolina does not provide statewide funding for education (ex. GEDs/literacy programs). The E&T program will only reimburse providers for educational instruction that is paid for utilizing non-federal dollars. Signed certification documents are on file.
Cost parity	<p>All costs for SNAP E&T participants must not exceed the costs for non-SNAP participants.</p> <p>All partner agencies must certify that SNAP E&T participants will be charged at the same rate as non-SNAP participants for the same services. Signed certification documents are on file.</p> <p>Prior to contracting with organizations, the SC E&T program verifies that all cost is equal for SNAP and Non-SNAP participants. Course catalogs with tuition cost is requested.</p>

	Some organizations provide course outline sheets that contain the cost of the courses offered.
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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	<p>The Work Activity (Work Experience) component is being offered in order to enhance the employability of E&T Program participants. This activity is designed to increase a participant’s job skills by providing actual work experience and/or training opportunities.</p> <p>SNAP E&T participants can volunteer to work in any agency or organization to gain work experience. Placements are made at public and private sector employers as well as for-profit agencies. Examples of these placements include clerical, janitorial, and grounds keepers.</p> <p>SNAP clients may participate in the work experience component for up to 20 hours a week. Exact hours worked are based on the clients’ SNAP benefits divided by minimum wage (currently \$7.25).</p>
Target population	The majority of SNAP clients assigned to this component will have little or no work history.
Criteria for participation	Individuals referred to this work activity component may be in need of training or are re-entering the job market after a long absence. They must have the ability to follow instructions, good communication skills, demonstrated soft skills and the desire to learn new skills as a volunteer.
Geographic area	This component is available statewide.
E&T providers	The work experience component is offered by the state agency.
Projected annual participation	25 participants
Estimated annual component costs	<p>\$1,625.00</p> <p>An average cost of work experience participants was used to determine the estimated annual component costs. The cost is reasonable based on this calculation method. These funds will cover administrative costs for administering this component.</p>

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.

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

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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:	South Carolina Department of Education
Service Overview:	The State Department of Education and the State Board of Education have the responsibility to serve adults who have not graduated from high school by offering adults basic and adult secondary (GED, TASC and high school diploma) education classes so that these adults may complete a high school education or its equivalency and other activities appropriate to increase their employability.
Intermediary:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Components Offered:	Basic, Foundational Educational Skills Instruction
Credentials Offered:	Literacy, General Education Diploma, High School Diploma, English as a Second Language (ESL)
Participant Reimbursements Offered:	All participant reimbursements will be provided by the state agency's SNAP E&T program. The following support services are available: <ul style="list-style-type: none"> • Transportation • Component costs (ex. tools, uniforms, training equipment) • Child care • Rent assistance Technology assistance for online training programs (i.e. tablet, internet access, telephone minutes, etc.)

Contract or Partner Name:	South Carolina Department of Education
	The state of South Carolina does not provide free GED programs. Therefore, there is a cost for GED participants in the state.
Location:	Statewide
Target Population:	Individuals who have not completed high school
Monitoring of contractor:	Monitoring of the programmatic area, client participation, fiscal (invoices, budget, support services) and outcome data is performed utilizing the state's E&T database provider portal. Case notes and case management notes are also entered into the system which provides an opportunity for communication. Annual Management Evaluation Reviews are also conducted in order to monitor the program's operation.
Ongoing communication with contractor:	Ongoing communication with this provider occurs in a variety of means depending on the need for communication. Annually, a training conference occurs where this provider is invited. An annual Management Evaluation Review is also conducted where service delivery needs are addressed. A bi-monthly meeting also occurs where current initiatives or priorities of the State Workforce Development Board are discussed. Technical assistance and training is available on an as needed basis. Department of Education providers and state E&T staff have open, ongoing lines of communication to discuss any situations needing addressed
Total Cost of Agreement:	\$1,100,000.00
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:	
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.III. 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.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>E&T Program Director - \$108,358.34 x 100% = \$108,358.34 Salary & Fringe</p> <p>6 Office Administrative Staff - \$441,758.22 x 100% = \$441,758.22 Salaries & Fringe</p> <p>16 SNAP E&T Coordinators \$1,052,465.34 x 100% = \$1,052,465.34 Salaries and Fringe</p> <p>The State has contributed \$300,000 towards the salaries and fringe benefits.</p>
<p>Fringe Benefits: If charging fringe and benefits to the E&T program, provide the approved fringe rate.</p>	<p>45.13%</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>SCDSS is contracting with the state’s SC Works Centers to co-locate E&T Coordinators in the comprehensive centers across the state. \$100,000.00 (100% funds)</p> <p>The SC Third Party Reimbursement Program (TPRP) (SNAP2Work) will contract with non-profit agencies, community - based organizations, state agencies, technical colleges and for-profit organizations to provide direct Employment and Training services for SNAP clients. \$7,963,088.19 (50/50 funds)</p>

	<p>Pathways Scholarships \$3,288.00 (100% funds). This expense is reflected on the Operating Budget as Building Space (Tab B, Line 13), however, the State does not pay rent.</p>
<p>Non-capital Equipment and Supplies: Describe non-capital equipment and supplies to be purchased with E&T funds.</p>	<p>Funds will be utilized to purchase printers, ink cartridges and other needed non-capital equipment and supplies. \$2,000.00 (100% funds)</p>
<p>Materials: Describe materials to be purchased with E&T funds.</p>	<p>Funds will be utilized to purchase office supplies. Copy paper, pens, calendars, scissors, staplers and all other essential materials will be purchased for the operation of the E&T program. \$2,000.00 (100% funds)</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>Frequent travel is required in order to effectively administer the E&T program in South Carolina. The E&T Coordinators are responsible for multiple counties and travel daily in order to conduct orientations and case management for SNAP clients. The central office staff conduct announced and unannounced monitoring visits throughout the state which also require a significant amount of travel. E&T staff must also travel for various meetings and trainings throughout the year. \$7,000.00 (100% funds)</p>
<p>Building/Space: If charging building space to the E&T program, describe the method used to calculate space value.</p>	<p>0</p>
<p>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.)</p>	<p>0</p>

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.

South Carolina has an approved cost allocation plan. The rate for the E&T program is 10%. \$160,258.26 (100% funds)

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.

Transportation:

South Carolina will provide reimbursement funds for participants needing reimbursement for transportation (up to \$150.00 monthly) during component participation.

Component Related Expenses:

Reimbursement will also be provided for component-related expenses (up to \$150.00 per year) provided that the participation occurred in a SNAP E&T component for that month. Also, costs for personal protective equipment will be an allowable support service cost for SNAP participants when required to participate in in-person classroom instruction.

Job Retention:

E&T participants who have gained employment while participating in the E&T program can receive up to \$300.00 as needed if enrolled in the E&T job retention program. Note that funds for expenses and reimbursements may be paid directly to the provider or to the participant.

Rent Assistance:

Additionally, one-time rent assistance will be available for E&T program participants in danger of being evicted. The maximum assistance will be \$1,000.00 for this one-time support service.

Technology Support Services:

Technology support services are available for clients participating in the SNAP E&T program. Eligible clients must be participating in an online E&T component. The technology support services can be utilized to pay for up to three months of internet access, assistance with telephone connectivity and the purchase of a tablet. The total cost for this one-time technology support service cannot exceed \$225.00. Clients who

are receiving technology support services from a SNAP2WORK provider are not eligible. Technology support services will be provided based on the availability of funds. State funds will be utilized to provide this support service. Federal reimbursements will not be requested.

Childcare:

Childcare is available for SNAP recipients with children while participating in the E&T program. Eligible children must also be in the SNAP household budget. The SCDSS ABC Voucher program provides child care vouchers free of charge to individuals participating in qualifying E&T components.

Participant Reimbursement Costs:

State \$200,000.00

Federal \$200,000.00

Total Participant Reimbursement Costs: \$400,000.00

Third Party Reimbursement Program Participant Reimbursements

Providers \$114,480.00

Federal \$114,480.00

Total Participant Reimbursements: \$628,960.00