

THIS LETTER APPLIES TO THE FOLLOWING COUNTIES ONLY:

Edgecombe

Forsyth

Haywood

Henderson

**DSS ADMINISTRATIVE LETTER NO. ECONOMIC AND FAMILY SERVICES 3-2012
Elimination of Food and Nutrition Services Employment and Training
Requirements
(June 7, 2012)**

(Food and Nutrition Services)

TO: County Directors of Social Services

ATTENTION: Food and Nutrition Services Managers and Supervisors

DATE: June 7, 2012

SUBJECT: Elimination of Food and Nutrition Services Employment
and Training Requirements

EFFECTIVE: **June 18, 2012**

I. GENERAL INFORMATION

On June 30, 2012, the Food and Nutrition Services (FNS) Employment and Training (E&T) contracts between the Division of Social Services and the State Division of Workforce Solutions (DWS) will terminate in the counties listed above. This will end the FNS E&T Program in these four counties. The purpose of this letter is to outline the procedures for implementing this change.

II. POLICY PROCEDURES

Although there will no longer be a work program in the above listed counties, individuals subject to work requirements are not exempt from work registration. Work registration for both non-Able Bodied Adults without Dependents (ABAWDs) and ABAWDs is accomplished by entering the appropriate work registration code in field 80 E of the DSS-8590, Client Record. Enter code Z in field 80-K to track each ABAWD.

Mandatory work registrants continue to be subject to voluntary reduction in hours, voluntary quit, and the ABAWD provisions found in Section 243 and Section 245 of the Food and Nutrition Services Certification Manual. Currently, the 3-month time limit for ABAWDs is waived in all counties through September 30, 2013.

III. CLOSE OUT DEADLINES AND PROCEDURES

Closeout deadlines and procedures developed with the State DWS must be used when referring E&T volunteers and individuals needing cures to the local DWS

E&T worker. Coordinate these dates and procedures with your E&T partner(s) to achieve a smooth and efficient transition.

1. **June 15, 2012** is the last day for DSS to refer volunteers and individuals needing cures to the local DWS E&T worker. **Fax or e-mail referrals to the local DWS E&T worker in order to meet this deadline.**
2. If a disqualified individual requests to cure an E&T non-compliance after **June 15, 2012**, document in the record that the FNS E&T Program in your county ends/ended effective June 30, 2012. Add the individual back to the FNS benefits as long as all eligibility requirements are met. The FNS household must reapply if the benefits are terminated.
3. **June 27, 2012** is the last day for the local DWS E&T worker to complete E&T vouchers. DSS must receive all vouchers no later than **June 29, 2012**. **The local DWS E&T worker will fax or e-mail vouchers in order to meet this deadline.**

NOTE: Request 50% FNS E&T matches from the DHHS Controllers Office no later than September 2012.

IV. IMPLEMENTATION INSTRUCTIONS

This change is effective with each application, change in situation, or recertification taken or processed on or after June 18, 2012, in the four counties listed above.

If you have any questions, contact Kathy Evans at Kathy.Evans@dhhs.nc.gov or (919) 334-1075.

Sincerely,



Dean Simpson, Chief
Economic and Family Services Section

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