

THIS LETTER APPLIES TO THE FOLLOWING COUNTIES ONLY:

Cabarrus	Catawba	Cumberland	Franklin
Guilford	Lincoln	Pasquotank	Robeson
Rowan	Rutherford	Scotland	Wayne

**DSS ADMINISTRATIVE LETTER NO. ECONOMIC AND FAMILY SERVICES 6-2011
Elimination of Food and Nutrition Services Employment and Training Requirements
(May 10, 2011)**

(Food and Nutrition Services)

TO: County Directors of Social Services

ATTENTION: Food and Nutrition Services Managers and Supervisors

DATE: May 10, 2011

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

EFFECTIVE: **June 13, 2011**

I. GENERAL INFORMATION

On June 30, 2011, contracts between the Division of Social Services and the Employment Security Commission will end in the above listed counties. This will end the Food and Nutrition Services (FNS) Employment and Training (E&T) Program in the counties identified. 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 will be 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 the 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, 2011.

III. CLOSE OUT DEADLINES AND PROCEDURES

Closeout deadlines and procedures have been developed and must be used when referring E&T volunteers and individuals needing cures to the Employment Security

Commission (ESC). Coordinate these dates and procedures with your ESC partners to effect a smooth and efficient transition.

1. **June 13, 2011**, is the last day for DSS to refer volunteers and individuals needing cures. **Fax or e-mail referrals to ESC in order to meet this deadline.**
2. If a disqualified individual requests to cure an E&T non-compliance after **June 13, 2011**, document in the record that the E&T Program ends effective June 30, 2011. 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 28, 2011**, is the last day for ESC to complete E&T vouchers. DSS must receive all vouchers no later than **June 30, 2011**. **ESC will fax or e-mail vouchers in order to meet this deadline.**

IV. IMPLEMENTATION INSTRUCTIONS

This change is effective with each application, change in situation, or recertification taken or processed after June 13, 2011, in the above listed counties.

If you have any questions, contact your Food and Nutrition Services and Energy Programs Regional Support Team directly via email. If the FNS Regional Support Team is unavailable, Economic and Family Services can be contacted at 919-334-1224 or by email at DSS.EFSD@dhhs.nc.gov.

Sincerely,



Dean Simpson, Chief
Economic and Family Services Section

DS/DL/ke