

SNAP E&T Activities & Requirements

submitted to the Director of DFA and include the client's name, address, SSN, name of the training facility and the occupation for which training is sought. The request must also include the usual pay rate for the occupation, as well as the current employment prospects and labor demands.

Participants are paid actual transportation reimbursement costs not to exceed \$25 for each month of participation.

D. COMMUNITY SERVICES PROGRAM

This program is for non-exempt E&T Participants. These individuals must be placed with agencies described below in order to meet the work requirement. The primary purpose of Community Service is to provide work experience and training to assist a client who has limited work experience, is under-employed or has no immediate employment opportunities.

Placements are only made with private not-for-profit agencies or public agencies. The SNAP E&T Worker is responsible for approving all work positions and for collecting monthly time sheets for each participant.

Participants are paid actual transportation reimbursement costs not to exceed \$25 for each month of participation.

Participation hours for Community Services are governed by the Fair Labor Standards Act (FLSA). The maximum monthly participation obligation is determined by dividing the amount of SNAP benefits by either of the state or federal minimum wage, whichever is higher.

Participants are deemed to have met the required number of hours in the component if they participate for the maximum number of hours permitted by FLSA.

The SNAP E&T Worker must work closely with the local WV WORKS staff in making Community Service Placements. An E&T Participant cannot be placed with an existing CWEP sponsor.

1. Who May Be A Community Service Sponsor

Community Service sponsors are limited to public agencies, such as federal, local, state and not-for profit employers. It is limited to public services projects in fields such as health, social services, environmental protection, education, urban and rural development and re-development, welfare, recreation, public activities, public safety and child care. **A Community Service sponsor must not place an E&T Participant at a site which has employees in layoff status.**