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- (1) **mail:** U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) **fax:** (202) 690-7442; or
- (3) **email:** program.intake@usda.gov.

This institution is an equal opportunity provider.

You may also file a complaint of discrimination by contacting the DFCS Civil Rights Program, Two Peachtree Street, N.W., Suite 19-248, Atlanta, Georgia 30303 or call (404) 657-3735 or fax (404) 463-3978. For limited English proficient and sensory impaired services, contact the DHS Limited English Proficiency and Sensory Impaired Program at: Two Peachtree Street, N.W., Suite 29-103 N.W., Atlanta, GA 30303 or call (404)-657-5244 or fax (404)-651-6815.

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The SNAP Works Program is participating in a national study of Food Stamp Employment & Training (E&T) Programs in the following counties: Bulloch, Chatham, Cherokee, Clayton, DeKalb, Douglas, Glynn, Gwinnett, Henry and Rockdale. Participants will have the opportunity to enroll in the study. Participants are placed into a lottery where they will have a 50/50 chance of getting into enhanced E&T Services. Please contact your SNAP Works Case Manager for more details.



STATE OF GEORGIA
Georgia Division of Family and Children Services
Food & Nutrition Unit
2 Peachtree Street N.W., 21st Floor
Atlanta, GA 30303

Form 829 Rev. (11/15)
Versions prior to above revision date are obsolete.



**Georgia's Food Stamp
Employment & Training Program**

**YOUR PATHWAY TO
GAINFUL EMPLOYMENT**



Program Overview

SNAP Works is Georgia's Food Stamp Employment and Training Program. The focus of the SNAP Works Program is to move participants quickly into employment. SNAP Works participants receive help paying for transportation and incidentals.



SNAP Works benefits its participants through employment and training activities. The activities include job search, job skills training, work experience and short term educational/training activities. SNAP Works activities are designed to develop or enhance individual job search skills and increase the participant's chances of finding a job.

The SNAP Works Program is a mandatory program offered to food stamp recipients who are considered to be able-bodied adults without dependents and who reside in a SNAP Works service area.

Who must participate?

Food stamp recipients who are able-bodied adults without dependents must participate in the SNAP Works Program. SNAP Works participants meet the following criteria:

- Are between the ages of 18-49 years;
- Are not pregnant;
- Does not receive benefits in a food stamp case with a minor child;
- Are mentally and physically fit for employment;
- Reside in a SNAP Works County

Must everyone receiving Food Stamps participate in SNAP Works?

No. Food stamp recipients who meet the criteria below are not required to participate in the SNAP Works Program.

- Employed or self-employed a minimum of 20 hours per week (*work hours can include hours in lieu of pay, such as work in exchange for rent, etc.*);
- A student enrolled at least half-time in an institution of higher learning;
- A recipient of unemployment or disability payments;
- Have a pending application for unemployment benefits;
- Primary care provider to an incapacitated person;
- Temporarily or permanently unable to work as verified by a medical source.

Program Compliance

SNAP Works participants who fail to participate without good cause, or refuse to cooperate with the SNAP Works Program requirements are sanctioned.

Sanction means that the participant who failed or refused to cooperate cannot receive benefits until they have served the minimum sanction period.

The minimum penalty periods are as follows:

- 1st failure or refusal to comply: 1 month or until compliance, whichever is longer
- 2nd failure or refusal to comply: 3 months or until compliance, whichever is longer
- 3rd & subsequent failures or refusals to comply: 6 months or until compliance, whichever is longer