

State Use of Funds To Increase Work Slots for Food Stamp Recipients

State Data Collection Instruments

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Abstract

Since passage of the Balanced Budget Act of 1997, most States have retargeted services in the Food Stamp Employment and Training (E&T) Program to able-bodied adults without dependents (ABAWDs). The Balanced Budget Act more than doubled funding to States for USDA's Food Stamp E&T Program. The law requires States to spend at least 80 percent of the funding on services that can fulfill the work requirement imposed by welfare reform legislation in 1996 on ABAWDs. ABAWDs must either work at least 20 hours per week or participate in a qualifying employment and training activity. This report fulfills the Act's mandate to USDA to examine and report on how States use the new funds to create work opportunities for ABAWDs and if this is done in an efficient and effective manner. The results show that total E&T program spending increased, though States used less of their Federal grant allocations and more of State matching funds. Nationwide participation in the E&T program dropped sharply after the Balanced Budget Act, with variations among States and among E&T component types. States have specific recommendations for improving the program. This publication is the survey instrument used for the study. For more information on the findings of the study, see *State Use of Funds To Increase Work Slots for Food Stamp Recipients: Report to Congress*, FANRR-15, at www.ers.usda.gov.

This study was conducted by Health Systems Research, Inc., under a cooperative research contract with USDA's Economic Research Service (ERS) Food Assistance and Nutrition Research Program (FANRP) (ERS project representative: Craig Gundersen). The views expressed are those of the authors and not necessarily those of ERS or USDA.

Executive Summary

The Balanced Budget Act of 1997 (BBA) more than doubled the funding available to States for the Food Stamp Employment and Training (E&T) Program. The law (Public Law 105-33) requires States to spend at least 80 percent of Federal Food Stamp E&T Program grant dollars on services that can fulfill the work requirement imposed in 1996 by Federal welfare reform legislation on able-bodied adults without dependents (ABAWDs). The work requirement for ABAWDs is that they either work at least 20 hours per week or participate in a qualifying employment and training activity. ABAWDs are limited to 3 months of food stamps out of each 3-year period, except in those months that they are meeting this requirement.

BBA contained a congressional mandate for the U.S. Department of Agriculture (USDA) to examine and report on how States use the new BBA funds to create work opportunities for ABAWDs and whether this was done in an efficient and effective manner. This report and its findings were developed to fulfill that congressional mandate, based on State program data available from the Food and Nutrition Service (FNS), which administers the Food Stamp Program, information collected directly from State agencies, and five case studies of local Food Stamp E&T Programs.

Research Objectives

This report is designed to help Congress assess the extent to which States use the new funds available from BBA to create work slots for ABAWDs, and thus potentially help ABAWDs fulfill their work requirement, maintain their food stamp benefits, and make the transition to employment and self-sufficiency.

The study had five specific research objectives:

- To measure how States changed the design and focus of their Food Stamp E&T Programs to target ABAWDs, which allows for an assessment of the effectiveness of States' use of the BBA funds;
- To measure changes in State expenditures of Federal and State funds for food stamp E&T;
- To examine trends in Food Stamp E&T Program participation overall and specifically in those qualifying activities that fulfill the work requirement for

ABAWDs (i.e., workfare, work experience, education, and training components);

- To summarize State program managers' views on challenges in serving ABAWDs and the managers' views on ways to improve Food Stamp E&T Program operations; and
- To assess what can be learned from local E&T programs about promising approaches to serving ABAWDs.

Data Collection Methods

Information for the research was collected using a three-pronged approach:

- **Literature Review.** A review of past studies on ABAWDs and similar populations and of the E&T programs that have served them is presented.
- **State-Level Research.** The major findings for this study are at the State program level. Information was collected and analyzed on State Food Stamp E&T Programs for the 50 States and the District of Columbia. Data were gathered from State quarterly E&T program reports to FNS, a telephone survey of State food stamp E&T managers, and a mailout form designed to collect additional data from States specifically on changes in the geographic scope of their program and total monthly program participation since the BBA.
- **Local-Level Research.** During the spring and summer of 1999, site visits were conducted to five local Food Stamp E&T Programs. These case studies provide important information on promising approaches and lessons learned that can help Federal, State and local policymakers, and program managers in designing E&T programs for ABAWDs.

Principal Study Findings

Though the depth and breadth of data analyzed for this study were quite extensive, the results can be summarized into five broad areas. A summary of each of the principal study findings follows, with specific results from the data analysis included under each finding.

The Majority of States Have Changed the Focus of Their Food Stamp E&T Program Services To Target ABAWDs

By fiscal year (FY) 1999, the majority of States had redesigned their Food Stamp E&T Program to target services to the ABAWD population. Specific findings as to how States reoriented their programs after BBA are summarized as follows:

- ***States Expanded the Food Stamp E&T Program to Areas Where ABAWDs Were Subject to the Work Requirement and Time Limit and Concentrated Their Work Slots in These Areas.*** Of the 48 States that had ABAWDs subject to the time limit, 21 (44 percent) expanded the Food Stamp E&T Program to local areas where ABAWDs were subject to the work requirement and time limit (“unwaived areas”). Three-quarters of the slots offered to ABAWDs in the first two quarters of FY 1999 were in unwaived areas, and 80 percent of the filled slots were in those areas.
- ***Many More States Were Providing the ABAWD Qualifying Activities Known as “Workfare” and “Work Experience.”*** In FY 1999, 84 percent of the States offered the qualifying E&T activity components of workfare or work experience—an increase of 59 percent (i.e., 27 States in FY 1997 versus 43 States in FY 1999).
- ***The Majority of States Were Offering Qualifying Slots to All ABAWDs Subject to the Time Limit and Those Seeking to Regain Eligibility.*** In FY 1999, 33 of the 48 (69 percent) States that had ABAWDs subject to the time limit required that ABAWDs participating in the program in unwaived areas be offered a qualifying E&T activity; 29 of these 48 States required that ABAWDs who had lost food stamp eligibility after hitting the time limit be offered a qualifying slot to regain eligibility.
- ***While the Large Majority of States Targeted ABAWDs, Nearly All Continued to Serve Some Non-ABAWDs.*** In FY 1997, only one State did not serve any non-ABAWDs in its Food Stamp E&T Program. By FY 1999, only three additional States stopped serving non-ABAWDs.

Total Food Stamp E&T Program Expenditures Increased, Though States Used Less of Their Federal Grant Allocations and More of State Matching Funds

Total Federal grant funds available to States for the Food Stamp E&T Program increased substantially after FY 1997, from \$79 million in FY 1997 to \$212 million in FY 1998 to \$215 million in FY 1999. State spending also increased during this period, though most States spent less than one-half of their allocated funds after BBA. The key findings on changes in State program spending can be summarized as follows:

- ***States Spent 30 Percent More in Federal Food Stamp E&T Grant Funds After the BBA.*** State spending of the food stamp E&T grant increased from \$74 million in FY 1997 to \$96 million in FY 1998. In FY 1999, spending declined slightly to \$93 million but remained considerably more than the FY 1997 level.
- ***States Used a Far Smaller Share of Their Allocated Federal Food Stamp Program Funding After BBA.*** States used 94 percent of Federal funds in FY 1997, 45 percent in FY 1998, and 43 percent in FY 1999.
- ***A Number of States Chose To Draw Down Only 20 Percent of the Available Grant Funds.*** States were given the option by FNS to draw down only 20 percent of their food stamp E&T grant allocation if they did not want to comply with the rule requiring 80 percent of the funds be spent on ABAWD qualifying activities. Nine States chose this option.
- ***Most Alternative Reimbursement States Are Using More Funds Than Other States.*** For FY 1999, eight States opted out of the per slot reimbursement rate and could spend up to their full grant allocation in return for agreeing to offer a qualifying slot to all ABAWDs who reside in an unwaived area of the State. Excluding one State with a very large grant and low expenditures, these States spent 73 percent of their total allocation compared with 44 percent among other States.
- ***States Indicated Difficulties Spending Available Funds Under Current Program Rules.*** Of the States that decided to draw down only 20 percent of their grant funds and those that did not plan to

spend all of their available FY 1999 funds, nearly one-half indicated a reluctance to spend the Federal funds due to one or more of the following reasons: uncertainties over program rules, low ABAWD participation, and the program rules that tie year-end Federal reimbursement for State expenditures to the number of offered and filled work slots.

- ***State Matching Fund Expenditures Have Increased Somewhat Since BBA.*** State expenditures for the Food Stamp E&T Program, which are matched by Federal food stamp dollars, increased 7 percent from FY 1997 to FY 1998 and another 17 percent from FY 1998 to FY 1999.

Nationwide, Participation in the Food Stamp E&T Program Dropped Sharply After BBA, With Variations Among States and Among E&T Component Types

BBA's increase in Federal grant funding provided an opportunity for States to reach more participants with their Food Stamp E&T Programs and to increase the number of ABAWDs they served. Nonetheless, State reports to FNS reveal that nationwide Food Stamp E&T Program participation fell sharply.

Highlights of the key study findings about changes in food stamp E&T participation after the BBA follow. ABAWD-specific participation data were not available for analysis in this study either from State data reports to FNS or from the survey of States. Nearly all State managers indicated that no data were tracked or available on ABAWDs. States providing data noted that these were estimates and not actual counts of participation; hence, these data could not be used for analysis.

- ***The Number of Participants Beginning an E&T Activity Dropped Sharply.*** The number of food stamp participants beginning an E&T component dropped 29 percent from FY 1997 to FY 1998. Based on data for the first half of FY 1999, the trend appears to be continuing.
- ***Monthly Continuous Food Stamp E&T Participation Data Also Reveal a Decline.*** The limited data available from only 13 States on monthly E&T program participation, which includes information on clients continuing a component over a period of months, also indicate a decline in overall Food Stamp E&T Program participation from FY 1997 to FY 1998.

- ***During This Period, Overall Food Stamp Program Participation, and ABAWD Participation Specifically, Was Sharply Declining.*** Between FY 1997 and FY 1998, there was a 13-percent decline in average monthly household participation in the Food Stamp Program (USDA, 2000b). Participation estimates for 1996 and 1997 indicate that the decline in participation among ABAWDs was much steeper than that of the food stamp caseload as a whole (Castner and Cody, 1999). This suggests that States that focused their programs on ABAWDs after BBA had a shrinking pool of potential clients.
- ***Fourteen States Had Increases in the Number of Participants Beginning a Food Stamp E&T Activity; These States Had Lower Food Stamp Participation Declines Than the Nation.*** Contrary to the national trend, 14 States had an increase in food stamp E&T participation from FY 1997 to FY 1998. Seven of these States had increases of 50 percent or more. States with increases in individuals beginning a food stamp E&T component after the BBA were somewhat more likely to have had declines in total food stamp participation below the national rate of decline between FY 1997 and FY 1998.
- ***A Larger Share of Food Stamp E&T Participants Were Beginning a Workfare Activity.*** There was a very small decline in the number of participants beginning workfare and a sharp decline in the number of participants beginning job search and job search training, with much smaller declines in the education and vocational training components. This resulted in a large increase in the proportion of all food stamp E&T participants beginning workfare, from 19 percent in FY 1997 to 28 percent in FY 1998.

States Report Many Challenges in Serving ABAWDs and Have Specific Recommendations for Improving the Program

As part of the telephone survey, States were asked what were the biggest challenges they have faced in serving ABAWDs and their recommendations for improving the program. The State responses are summarized as follows:

- ***Challenges Reported By States in Serving ABAWDs.*** When asked about challenges in serving ABAWDs, the most common responses of State program man-

agers were low participation rates, lack of funding for support services, the requirement to spend 80 percent of program funding on ABAWDs, and barriers to employment faced by segments of the ABAWD population, including the homeless and persons with mental health problems.

- ***Recommendations of State Food Stamp E&T Managers for Program Improvements.*** There were two frequently cited recommendations for program improvements. Thirty-eight States recommended removing the requirement to spend 80 percent of funds on qualifying activities for ABAWDs. Seventeen States recommended expanding the range of reimbursable support services they could offer participants and lifting the \$25 cap on Federal reimbursements for these services. State managers offered several other recommendations to improve services for ABAWDs.

Site Visits to Food Stamp E&T Programs Offer Examples of Creative Local Approaches That Offer Promise in Reaching and Serving the ABAWD Population

The five local Food Stamp E&T Programs visited for the case study research component of this study drew

on a variety of resources and took a variety of different approaches in serving ABAWDs. These local programs' experiences offer the following lessons regarding promising approaches to reaching and serving ABAWDs:

- Workfare programs can cultivate workfare slots that may turn into paid employment.
- Partnerships with community organizations allow Food Stamp E&T Programs to provide enhanced services to ABAWDs and use support services that cannot be reimbursed through the food stamp grant.
- Food Stamp E&T Programs can coordinate with other government assistance programs to enhance services, maximize resources, and avoid duplication.
- Programs that welcome staff input and provide opportunities for program staff to learn from each other can enhance both staff morale and services to clients.
- The Food Stamp E&T Program can be integrated into a more comprehensive program with an array of supportive services designed to help clients move towards employment and self-sufficiency.

*Telephone Questionnaire for
State Food Stamp E&T Managers*

STATE: _____

NAME OF INTERVIEWER: _____

RESPONDENT 1:

Name: _____

Title and Position: _____

Agency: _____

Phone Number: _____

RESPONDENT 2 (If applicable):

Name: _____

Title and Position: _____

Agency: _____

Phone Number: _____

DATE OF INTERVIEW: |_|_|_| |_|_|_| 19|_|_|_|
 MONTH DAY YEAR

TIME INTERVIEW BEGAN: |_|_|_|:|_|_|_| AM...01
 PM....02

Hello (NAME OF RESPONDENT). My name is (INTERVIEWER'S NAME) and I'm with Health Systems Research in Washington, D.C. I'd like to thank you for speaking with me about [STATE]'s food stamp employment and training services.

Please be aware that according to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0536-0047. The time required to complete this information is estimated to average one hour per response.

We are conducting this interview for the Economic Research Service and the Food and Nutrition Service of the U.S. Department of Agriculture to examine changes in States' policies and implementation practices regarding the Food Stamp Employment and Training Program since enactment of the Balanced Budget Act of 1997. The results of this interview will be utilized for two studies for the USDA. One study will result in a Congressionally mandated report on changes in State Food Stamp Employment and Training Programs since enactment of the Balanced Budget Act. The second study that will include these survey results is a broader examination of State policy choices for ABAWDs.

In order to make a comparison of the program before and after the Balanced Budget Act, I will ask you questions about your program as it existed in FY 1997 as well as now, in FY 1999. And if your Food Stamp Employment and Training Program serves ABAWDs, many of my questions will focus on services provided to this population.

As you know, Health Systems Research's staff are also working with you and your staff to obtain numerical information on your State Food Stamp E&T Program. This information is being collected through a separate mail-out survey form.

Do you have any questions before we begin?

ANSWERS TO COMMONLY-ASKED QUESTIONS

What is this survey about?

This survey is being carried out by Health Systems Research (HSR) for the U.S. Department of Agriculture. We are conducting telephone interviews with the official in each State who is responsible for managing the Food Stamp Employment and Training (E&T) Program. The telephone interview is designed to collect descriptive information about State Food Stamp Employment and Training Programs currently in operation and some information about these programs in Federal Fiscal Year 1997 . Most of the detailed questions we will be asking focus on the services you offer to able-bodied adults without dependents (ABAWDs).

How will the survey results be used?

The data collected through this survey will be used to assess changes in State Food Stamp E&T Programs before and after implementation of the Balanced Budget Act of 1997 and will be compiled in a mandated report to the United States Congress, to be issued by the Economic Research Service. In addition, the findings from this survey will be incorporated into a study for the Food and Nutrition Service describing State and local policy choices regarding ABAWD policy.

Why do you have to do a survey to get this information? Isn't this information already available in our biennial Food Stamp E&T Plan submitted to FNS last year?

This survey is designed to provide more detailed descriptive information than is available from the State plans regarding your Food Stamp E&T components, the scope and nature of the components you offer, and the services specifically offered to ABAWDs. From our experience working with States, we also recognize that the Food Stamp E&T services implemented by each State often change and evolve throughout the year. We want to get a clear picture of the services that are actually in place currently. In addition, since there was no State Food Stamp E&T Plan required in FFY 1997, and Congress wants some information on FFY 1997, we are asking you for a few pieces of information about your E&T components offered during that year.

If I don't know the answers to some of your questions, can we refer you to someone else?

If at any point during the interview you determine that I need to speak to someone else in your office to obtain an answer to a specific question, please let me know at that time. I will get the name of the other person from you and schedule a follow-up short interview after we have completed the survey.

How long will this survey take?

This survey should take approximately one hour.

How will you present the information collected in the study?

The information we collect during this information will be presented in two reports. The results will be the major focus of a mandated report to the U.S. Congress, to be issued by the Economic Research Service (ERS). The information will also be analyzed and presented in a larger report on implementation of ABAWD policies, to be issued by the Food and Nutrition Service and authored by Mathematica Policy Research, Inc. and Health Systems Research.

When can I get a copy of the report?

The final reports will be completed by the end of 1999. We anticipate that the ERS report to Congress and the FNS ABAWD study will be released sometime around the summer of the year 2000.

How do you define ABAWDs?

For the purpose of this study, we are defining ABAWDs (able-bodied adults without dependents) as persons age 18 to 50 who are mentally and physically fit for employment and who do not have dependents, whether or not they are subject to the three-month time limit. So, unless we specify otherwise, we count persons 18 to 50 who are mentally and physically firt for employment and who do not have dependents even if they are not subject to the ABAWD requirements because they live in a waived area or are exempt due to the 15 percent exemption.

A. GENERAL ORGANIZATION OF E&T SERVICES

I would like to begin by asking about the general structure of your Food Stamp E&T Program.

A1. Are you operating a Food Stamp E&T Program in all areas of [State] or only in some areas?

ALL AREAS 01

SOME AREAS 02

A2. Do any agencies at the State level work with the food stamp agency to operate the Food Stamp E&T Program?

YES 01

NO 00 **GO TO A4**

A3. Which agency or agencies?

CIRCLE ALL THAT APPLY

DEPT. OF LABOR/EMPLOYMENT/WORKFORCE DEVELOPMENT 01

OTHER AGENCY (please specify) 99

Now I am going to ask a series of questions about what food stamp E&T components the State currently offers as part of the Food Stamp E&T Program. We are interested here only in those services in which attendance can count as participation in the Food Stamp E&T Program.

Please note that when we are asking you questions about food stamp workfare here and throughout the survey we are referring to FNS' definition of workfare, though we know that your workfare program may be called something else, such as work experience. FNS' definition of "workfare" is "a work component in which food stamp recipients perform work in a public service capacity as a condition of eligibility."

A4.

a. Does [STATE] offer workfare to food stamp work registrants anywhere in the State?

YES.....01

NO.....00 GO TO A4c

b. Is your workfare component funded through the regular federal Food Stamp E&T grant, the Optional Food Stamp Workfare Program under Section 20(E) of the Food Stamp Act, or both?

REGULAR FEDERAL FOOD STAMP E&T GRANT 01

OPTIONAL FOOD STAMP WORKFARE (20E) 02

BOTH 03

c. Does [STATE] offer another food stamp E&T work program that is not considered “workfare” to food stamp work registrants anywhere in the State? (OPTIONAL PROBE: FOR EXAMPLE, A WORK PROGRAM WITH DIFFERENT HOUR REQUIREMENTS OR FOCUS)

YES 01

NO 00 GO TO A4d

c1. Description of other work program.

INTERVIEWER: FOR QUESTIONS A4d-g ASK THE FOLLOWING QUESTION

Does [STATE] offer [COMPONENT] to food stamp work registrants anywhere in the State?

d. job search training

We are using FNS' definition of job search training here and throughout the survey. When we ask you about "job search training" we specifically mean a component designed to enhance the job readiness of participants by providing instruction in job seeking techniques and increasing motivation and self-confidence. "Job search training" can include job skills assessments, job clubs, and other direct training that supports job search.

YES 01
NO 00

e. vocational training

YES 01
NO 00

f. education

YES 01
NO 00

g. a self-employment program

YES 01
NO 00

h. Does [STATE] currently offer any other components in the Food Stamp E&T Program that I did not already mention?

YES (Please describe with brief title)01

INTERVIEWER: IF RESPONDENT DESCRIPTION INDICATES "OTHER" FITS UNDER ANOTHER COMPONENT ASKED ABOUT ABOVE, GO BACK AND RECODE IF NECESSARY

NO 00

A5. Is [STATE] planning to expand any of these E&T components in Federal FY 2000?

YES 01

NO 02

GO TO A7

A6. Which component types will be expanded?

CIRCLE ALL THAT APPLY

A WORKFARE PROGRAM 01

JOB SEARCH TRAINING 02

VOCATIONAL TRAINING 03

EDUCATION COMPONENT 04

SELF-EMPLOYMENT PROGRAM 05

OTHER (IF NOTED IN A4h ABOVE) 06

A7. Is [STATE] planning to introduce any new food stamp E&T components in FY 2000?

YES 01

NO 02

GO TO A9

A8. What types of components does the State plan to introduce?

CIRCLE ALL THAT APPLY

A WORKFARE PROGRAM 01

JOB SEARCH TRAINING 02

VOCATIONAL TRAINING 03

| | |
|-------------------------------|----|
| EDUCATION COMPONENT | 04 |
| SELF-EMPLOYMENT PROGRAM | 05 |
| OTHER (please specify) | 06 |

Now I would like you to think back to FY 1997; which of these components did your State Food Stamp E&T Program offer in FY 1997? Again, we are interested here only in those services in which attendance can count as participation in the E&T Program.

A9. In FY 1997, did [STATE] offer [COMPONENT] to food stamp work registrants anywhere in the State?

a. workfare

YES.....01

NO.....00 **GO TO A9c**

b. Was your workfare in FY 1997 funded under the regular Federal Food Stamp E&T Grant, the Optional Food Stamp Workfare Program under Section 20E of the Food Stamp Act, or both?

REGULAR FEDERAL FOOD STAMP E&T GRANT 01

OPTIONAL FOOD STAMP WORKFARE (20E) 02

BOTH 03

INTERVIEWER: FOR QUESTIONS A9c-g ASK THE FOLLOWING QUESTION:

In FY 1997, did [STATE] offer [COMPONENT] to food stamp work registrants anywhere in the State?

c. another food stamp E&T work program that is not considered “workfare”

YES.....01

NO00

d. job search training

YES.....01

NO.....00

e. vocational training

YES.....01

NO.....00

f. education

YES.....01

NO.....00

g. a self-employment program

YES.....01

NO.....00

h. In FY 1997 did [STATE] offer any other components in the Food Stamp E&T Program that I did not already mention?

YES (Please describe with brief title)01

(NOTE TO INTERVIEWER: IF RESPONDENT DESCRIPTION INDICATES "OTHER" FITS UNDER ANOTHER COMPONENT ASKED ABOUT ABOVE, GO BACK AND RECODE IF NECESSARY)

NO 00

- A10. In FY 1997 did [STATE's] Food Stamp E&T Program serve...
- Only ABAWDs, 01
 - Only non-ABAWDs, or 02
 - Both ABAWDs and non-ABAWDs? 03

- A11. Currently, does [STATE's] Food Stamp E&T Program serve...
- Only ABAWDs, 01 **GO TO A12**
 - only non-ABAWDs, or 02
 - both ABAWDs and non-ABAWDs? 03 **GO TO A12**

A11a. Does that mean that [STATE] does not provide any E&T services for ABAWDs anywhere in the State?

- YES 01 **GO TO SECTION B**
- NO 00

INTERVIEWER: IF THE ANSWER TO A11A IS NO (MEANING THE STATE DOES PROVIDE E&T SERVICES FOR ABAWDS) YOU SHOULD CHANGE THE ANSWER TO A11 TO INDICATE THAT SERVICES ARE PROVIDED TO EITHER ABWDS ONLY OR BOTH ABAWDS AND NON-ABAWDS.

A12. Now I would like to ask some questions about E&T services specifically for ABAWDs. Does the same State agency administer the Food Stamp E&T Program for ABAWDs and the general Food Stamp E&T Program?

- YES 01 **GO TO A14**
- NO 00

A13. Which State agency (agencies) administers the Food Stamp E&T Program for ABAWDs?

CIRCLE ALL THAT APPLY

- DEPARTMENT OF LABOR/EMPLOYMENT/WORKFORCE DEVELOPMENT 01
- OTHER (please specify) 99

A14. Are welfare agency staff responsible for assigning ABAWDs to food stamp E&T components in any areas of the State?

YES 01

NO 00 **GO TO A16**

A15. Is this assignment conducted by

| | <u>YES</u> | <u>NO</u> |
|--|------------|-----------|
| a. the caseworker who determines food stamp eligibility for the ABAWD? | 01 | 00 |
| b. a caseworker who specializes in E&T? | 01 | 00 |
| c. another type of worker? (please specify) | 01 | 00 |

A16. Are staff from the department of labor/employment/workforce development responsible for assigning ABAWDs to food stamp E&T components in any areas of the State?

YES 01

NO 00

A17. Are staff from another outside contracting agency responsible for assigning ABAWDs to food stamp E&T components in any areas of the State?

YES 01

NO 00

**GO TO
INTRO
ABOVE A19**

A18. Please describe the type or types of contracting agencies at the local level that assign ABAWDs to food stamp E&T components.

Please note that when we refer to “ABAWDs who are subject to the time limit” in the following questions we mean ABAWDs who are not exempt and do not live in waived areas.

A19. Are all, some, or none of the *ABAWDs who are subject to the time limit* in [STATE] also mandatory food stamp E&T participants?

By “mandatory participants” we mean potentially subject to E&T sanctions for noncompliance with Food Stamp E&T requirements.

- THERE ARE NO ABAWDS WHO ARE SUBJECT TO THE TIME LIMIT 03 **GO TO A24**
- ALL 02 **GO TO A21**
- SOME 01
- NONE 00 **GO TO A21**

A20. Please describe which groups of ABAWDs are also mandatory food stamp E&T participants.

A21. Does [STATE] require that all ABAWDs subject to the time limit be offered a qualifying E&T slot?

A qualifying E&T slot may include a work component, education, or training.

- YES 01
- NO 00

A22. Does [STATE] have a policy that requires or recommends when the local office staff should offer ABAWDs subject to the time limit a qualifying E&T slot?

- YES 01
- NO 00 **GO TO A24**

A23. When does the State policy indicate that ABAWDs subject to the time limit should be offered a qualifying slot?

- WHEN THEY FIRST APPLY 01
 - DURING 1ST MONTH/AFTER THEY ARE FOUND ELIGIBLE
AND SUBJECT TO THE TIME LIMIT 02
 - DURING 2ND MONTH 03
 - DURING 3RD MONTH 04
 - AFTER EXHAUSTED 3 MONTH LIMIT 05
 - AT ANOTHER TIME (please specify) 99
-

A24. Does [STATE] have a policy that requires or recommends which E&T component most ABAWDs should be offered initially?

- YES 01
- NO 00 **GO TO A28**

A25. What is that component?

- WORKFARE 01
 - JOB SEARCH TRAINING 02
 - VOCATIONAL TRAINING 03
 - EDUCATION 04
 - OTHER (Please specify) 99
-

A26. If they complete this first component, are most ABAWDs then encouraged to move into another specific E&T component?

YES 01

NO 00

GO TO A28

A27. What component are they encouraged to move into?

CIRCLE ALL THAT APPLY

WORKFARE 01

JOB SEARCH TRAINING 02

VOCATIONAL TRAINING 03

EDUCATION 04

OTHER (Specify) 99

A28. Are ABAWD qualifying Food Stamp E&T components available in all, some or no nonwaived offices in your State for ABAWDs who have used up their three month time limit and seek to regain food stamp eligibility?

AVAILABLE IN ALL NON-WAIVED OFFICES IN THE STATE 01

AVAILABLE IN SOME NON-WAIVED OFFICES IN THE STATE 02

NOT AVAILABLE IN ANY OFFICES IN THE STATE 00

B. JOB SEARCH

Now I would like to ask you some questions about your State’s job search requirements.

By “job search” we are specifically referring to a requirement that food stamp participants make inquiries to prospective employers. The participant could be required to conduct his or her job search independently or within a group setting. We are not referring to any job search training services that you may or may not offer to food stamp E&T clients.

B1. Thinking back to FY 1997, was job search required of all, some, or no food stamp E&T mandatory participants?

ALL 02 **GO TO B2**

SOME 01

NONE 00 **GO TO B5**

B1a. Please describe which mandatory participants are required to conduct job search.

B2. In FY 1997, was job search required of only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

ONLY ABAWDs 01

ONLY NON-ABAWDs 02

BOTH 03

B3. In FY 1997, was job search required in all food stamp offices in the State or only in some offices?

ALL OFFICES 01 **GO TO B5**

SOME OFFICES 02

- B4. In FY 1997, was job search required in all offices in the State that had a Food Stamp E&T Program?
- YES 01
- NO 00
- B5. Turning to your Food Stamp E&T Program's current requirements, does [STATE] require all, some, or no food stamp E&T mandatory participants to conduct job search?
- ALL 01
- SOME 02
- NONE 00 **GO TO SECTION C**
- B6. Currently, is job search required of only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?
- ONLY ABAWDs 01
- ONLY NON-ABAWDs 02
- BOTH 03
- B7. Is job search required in all food stamp offices in the State or only in some offices?
- ALL OFFICES 01 **GO TO B9**
- SOME OFFICES 02
- B8. Is job search required in all offices in the State that have a Food Stamp E&T Program?
- YES 01
- NO 00

B9. I would like to know about the nature of your food stamp job search component currently. Please answer yes or no to each of the following questions? Does job search include:

| | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| a. Requiring clients to document the job contacts they have made? | 01 | 00 |
| b. Providing clients with the names of potential employers? | 01 | 00 |
| c. Providing access to telephones to contact employers? | 01 | 00 |
| d. Providing access to word processors or typewriters? | 01 | 00 |

B10. Is job search required as part of another E&T component?

| | | |
|----------|----|------------------|
| YES..... | 01 | |
| NO..... | 00 | GO TO B12 |

B11. Which other E&T component?

CIRCLE ALL THAT APPLY

| | |
|--------------------------------|----|
| WORKFARE/WORK EXPERIENCE | 01 |
| VOCATIONAL TRAINING | 02 |
| EDUCATION | 03 |
| OTHER (specify) | 99 |

B12. INTERVIEWER: ARE ANY ABAWDs REQUIRED TO CONDUCT JOB SEARCH (Does B6= 01 OR 03)?

| | | |
|-----------|----|-----------------|
| YES | 01 | |
| NO | 00 | GO TO C0 |

B13. Are the requirements for job search among ABAWDs uniform across the State or do they vary by county or local office?

By requirements, I mean when job search begins, how long it should last, how many contacts need to be made, and how many hours of job search are required.

- UNIFORM ACROSS STATE 01 **GO TO B15**
- VARIES BY COUNTY OR LOCAL OFFICE 02

B14. Despite this variation, is there a single policy applicable to the majority of ABAWD cases?

- YES 01
- NO 00 **GO TO C0**
- DON'T KNOW -1 **GO TO C0**

In that case, for the remaining questions in this section, please base your answers on the policy applicable to the majority of ABAWD cases.

B15. When must ABAWDs who are required to conduct job search begin this component?

- WHEN THEY FIRST APPLY FOR FOOD STAMPS 01
 - AFTER THEY ARE DETERMINED ELIGIBLE 02
 - OTHER TIME (please specify) 99
-

B16. For how long is this job search required for ABAWDs?

ONE MONTH 01

TWO MONTHS 02

THREE MONTHS 03

UNTIL THEY FIND A JOB 04

UNTIL THEY BEGIN AN OTHER E&T COMPONENT 05

OTHER (Please specify) 99

B17. Is there a requirement for a minimum number of contacts that ABAWDs must make with potential employers?

YES 01

NO 02 **GO TO B19**

B18. What is the requirement for the minimum number of contacts with potential employers?

PROBE: In what period of time?

|__|__| CONTACTS IN |__|__| DAYS 01

|__|__| CONTACTS IN |__|__| WEEKS 02

|__|__| CONTACTS IN |__|__| MONTHS 03

OTHER(Please specify) 99

B19. Is there a requirement for the minimum number of hours ABAWDs must spend on job search?

YES 01

NO 00 **GO TO B21**

B20. What is the requirement for the minimum number of hours ABAWDs must spend on job search?

PROBE: In what period of time?

|__|__| HOURS OF SEARCH IN |__|__| DAYS 01

|__|__| HOURS OF SEARCH IN |__|__| WEEKS 02

|__|__| HOURS OF SEARCH IN |__|__| MONTHS 03

OTHER(Please specify) 99

B21. Is there anything else the ABAWD needs to do to satisfy the job search requirement?

YES 01

NO 00 **GO TO C0**

B22. What else does the ABAWD need to do to satisfy the job search requirement?

C. WORKFARE

CO. INTERVIEWER: DID STATE HAVE A WORKFARE PROGRAM IN FY 1997 THAT WAS FUNDED BY THE REGULAR FOOD STAMP E&T GRANT (DOES A9a=01 AND A9b=01 or 03)?

- YES 01**
- NO 00 GO TO C6**

I'd like to ask you some questions now about your workfare program in FY 1997. We are using FNS' definition of "workfare," though we know that your workfare program may be called something else, such as work experience. As I mentioned earlier, FNS' definition of "workfare" is "a work component in which food stamp recipients perform work in a public service capacity as a condition of eligibility."

C1. INTERVIEWER: DID STATE HAVE A SECTION 20E OPTIONAL WORKFARE PROGRAM IN FY 1997 (DOES A9b=02 or 03)?

- YES 01**
- NO 00 SKIP INTRO BELOW**

This section is focused only on workfare funded through the Federal E&T grant, not the Section 20e Optional Food Stamp Workfare Program. I will ask you about your Optional Food Stamp Workfare Program in another section.

C2. INTERVIEWER: DID STATE'S FY 1997 FSET PROGRAM SERVE BOTH ABAWDs AND NON-ABAWDs (Does A10=03)?

- YES 01**
- NO 00 GO TO C4**

C3. In FY 1997, in most local offices with a food stamp workfare component was workfare offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

- ONLY ABAWDs 01**
- ONLY NON-ABAWDs 02**
- BOTH 03**

C4. In FY 1997, was workfare offered as a food stamp E&T component in all food stamp offices in [STATE] or only in some offices?

ALL OFFICES 01 **GO TO C6**
SOME OFFICES 02

C5. In FY 1997, was workfare offered as a food stamp E&T component in all offices in the State that had a Food Stamp E&T Program?

YES 01
NO 00

C6: INTERVIEWER: DOES STATE CURRENTLY HAVE A FOOD STAMP WORKFARE PROGRAM (DOES A4=01 AND A4b=01 or 03)?

YES 01
NO 00 GO TO D0

Now I am going to ask you some questions about your current workfare program that is funded with the Federal E&T grant.

C7. INTERVIEWER: DOES CURRENT FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A11=01 or A11a=02)?

YES 01 GO TO C9
NO 00

C8. In most local offices where there is food stamp workfare, is this component usually offered to only ABAWDs, only non-ABAWDs, or both?

ONLY ABAWDs 01
ONLY NON-ABAWDs 02
BOTH 03

- C9. Compared to FY 1997, has the number of organizations or agencies providing workfare positions for the Food Stamp E&T Program increased?
- YES 01
- NO 00
- C10. Is workfare currently offered as a food stamp E&T component in all food stamp offices in [STATE] or only in some offices?
- ALL OFFICES 01 **GO TO C12**
- SOME OFFICES 02
- C11. Is workfare currently offered as a food stamp E&T component in all offices in the State that have a Food Stamp E&T Program?
- YES 01
- NO 00
- C12. INTERVIEWER: IS WORKFARE OFFERED ONLY TO NON-ABAWDs (Does C8=02)? OR DOES STATE'S CURRENT FOOD STAMP E&T PROGRAM ONLY SERVE NON- ABAWDs (Does A11=02)?**
- YES 01 GO TO D0**
- NO 00**
- C13. INTERVIEWER: CHECK THE STATE'S INFORMATION SHEET. DOES THE STATE HAVE ANY APPROVED WAIVERS?**
- YES 01**
- NO 00 GO TO C18**
- C14. Is the workfare component currently offered in any areas of [STATE] that are waived from the ABAWD provisions?
- YES 01
- NO 00 **GO TO C17**

- C15. Is it offered in all areas that are waived from ABAWD provisions or just in some areas?
- ALL 01
- SOME 02
- C16. Is the workfare component currently offered in any areas of [STATE] that are not waived from the ABAWD provisions?
- YES 01
- NO 02 **GO TO C18**
- C17. Is it offered in all areas that are not waived from ABAWD provisions or just in some areas?
- ALL 01
- SOME 02
- C18. Does the State’s food stamp workfare component require that ABAWDs find their own “self-initiated”workfare slots, does it require that ABAWDs take prearranged slots offered to them or can ABAWDs either find their own slot or take a prearranged slot?
- ONLY OPTION IS SELF-INITIATED WORKFARE SLOTS .. 01 **GO TO C21**
- ONLY OPTION IS PRE-ARRANGED WORKFARE SLOTS .. 02
- BOTH OPTIONS AVAILABLE TO ABAWDS 03
- C19. In your non-self initiated workfare program, do public organizations or private nonprofit organizations provide the most workfare positions for ABAWDs?
- PUBLIC ORGANIZATIONS 01
- PRIVATE NONPROFIT ORGANIZATIONS 02
- ABOUT EQUAL 03
- C20. In this non-self initiated workfare program, is there a workfare slot for every ABAWD who wants one (in those areas of [STATE] where workfare is available)?
- YES 01
- NO 02

C21. INTERVIEWER: DOES STATE HAVE A SELF-INITIATED WORKFARE OPTION? (Does C18=01 or 03)?

- YES 01
- NO 00 **GO TO C24**

C22. In your self initiated food stamp workfare program, do public organizations or private nonprofit organizations provide the most workfare positions?

- PUBLIC ORGANIZATIONS 01
- PRIVATE NONPROFIT ORGANIZATIONS 02
- ABOUT EQUAL 03

C23. DELETED

C24. Does [STATE] have a policy about when ABAWDs begin participation at a workfare site or does it vary by county or local office?

- STATE HAS A POLICY 01 **GO TO C26**
- VARIES BY COUNTY OR LOCAL OFFICE 02

C25. Despite this variation, is there a single policy applicable to the majority of ABAWD cases?

- YES 01
- NO 00 **GO TO C27**
- DON'T KNOW -1 **GO TO C27**

In that case, for the next question, please base your answer on the policy applicable to the majority of ABAWD cases.

C26. What is the policy about when ABAWDs begin participation at a workfare site?

- ANYTIME 01
 - IMMEDIATELY AFTER APPLICATION 02
 - IMMEDIATELY AFTER ELIGIBILITY IS DETERMINED ... 03
 - IMMEDIATELY AFTER JOB SEARCH 04
 - IMMEDIATELY AFTER JOB SEARCH TRAINING 05
 - IN THIRD MONTH OF THE 3-MONTH TIME LIMIT 06
 - ONLY AFTER THEIR TIME LIMIT IS OVER 07
 - OTHER (Please specify) 99
-

C27. Does [STATE] have a policy about how many hours per week or month clients are required to spend in workfare or does it vary by county or local office?

- STATE HAS POLICY 01 **GO TO C29**
- VARIES BY COUNTY OR LOCAL OFFICE 02

C28. Despite this variation, is there a single policy applicable to the majority of ABAWD cases?

- YES 01
- NO 00 **GO TO C30**
- DON'T KNOW -1 **GO TO C30**

In that case, for the next question, please base your answers on the policy applicable to the majority of ABAWD cases.

C29. What is the policy regarding the minimum number of hours ABAWDs are required to spend in workfare in order to count as meeting the ABAWD work requirement?

|_|_| HOURS PER WEEK 01

|_|_| HOURS PER MONTH 02

BENEFIT ALLOTMENT/FED MIN WAGE 03

BENEFIT ALLOTMENT/STATE MIN WAGE 04

VARIES BY CLIENT (specify) 05

C30. Does [STATE] have a policy about how long an ABAWD can remain in workfare or does it vary by county or local office?

STATE POLICY 01 **GO TO C32**

VARIES BY COUNTY OR LOCAL OFFICE 02

C31. Despite this variation, is there a single policy applicable to the majority of ABAWD cases?

YES 01

NO 00 **GO TO DO**

DON'T KNOW -1 **GO TO DO**

In that case, for the next question, please base your answers on the policy applicable to the majority of ABAWD cases.

C32. What is the State policy for how long an ABAWD can remain in workfare?

- |_|_| DAYS 01
 - |_|_| MONTHS 02
 - NO LIMIT 00
 - OTHER (specify) 99
-

**D. ANOTHER FOOD STAMP WORK PROGRAM
(IN ADDITION TO THE MAIN WORKFARE PROGRAM)**

DO. INTERVIEWER: DID STATE OFFER ANOTHER FOOD STAMP WORK PROGRAM COMPONENT IN FY 1997 (Does A9c=01)?

- YES 01**
- NO 00 GO TO D4**

I'd like to ask you some questions now about the "other food stamp work program" you had operating FY 1997. **(NOTE TO INTERVIEWER: THIS SECTION DOES NOT ADDRESS THE SECTION 20E OPTIONAL WORKFARE PROGRAM. IF AVAILABLE IN THE STATE, THE OPTIONAL WORKFARE PROGRAM WILL BE ADDRESSED IN SECTION E.)**

D0a. INTERVIEWER: DID STATE'S FY 1997 FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A10=01 or 02)?

- YES 01 GO TO D2**
- NO 00**

D1. In FY 1997, in most local offices with this other food stamp work component program was this component offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

- ONLY ABAWDs 01**
- ONLY NON-ABAWDs 02**
- BOTH 03**

D2. In FY 1997, was this other food stamp work program offered as a food stamp E&T component in all food stamp offices in [STATE] or only in some offices?

- ALL OFFICES 01 GO TO D4**
- SOME OFFICES 02**

D3. In FY 1997, was this other food stamp work program offered as a food stamp E&T component in all offices in the State that had a Food Stamp E&T Program?

YES 01

NO 00

D4. INTERVIEWER: DOES STATE CURRENTLY HAVE “ANOTHER FOOD STAMP WORK PROGRAM” (Does A4c=01)?

YES 01

NO 00 GO TO E0

Now I am going to ask you some questions about your current other food stamp work program that differs from your workfare program. First...

D5. What is this other food stamp work component called?

D6. INTERVIEWER: DOES CURRENT FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A11=01 or 02)?

YES 01 GO TO D8

NO 00

D7. In most local offices where this other food stamp work program is offered is this component usually offered to only ABAWDs, only non-ABAWDs, or both?

ONLY ABAWDs 01

ONLY NON-ABAWDs 02

BOTH 03

D8. Compared to FY 1997, has the number of organizations or agencies providing positions for this other food stamp work program increased?

YES 01

NO 00

- D9. Is this other work program offered as a food stamp E&T component in all offices in [STATE] or only in some food stamp offices?
- ALL OFFICES 01 **GO TO D11**
- SOME OFFICES 02
- D10. Is this component currently offered as a food stamp E&T component in all offices in the State that have a Food Stamp E&T Program?
- YES 01
- NO 00
- D11. INTERVIEWER: DOES THIS OTHER WORK PROGRAM SERVE ONLY NON-ABAWDs (Does D7=02); OR DOES THE STATE’S CURRENT FOOD STAMP E&T PROGRAM ONLY SERVE NON-ABAWDs (Does A11=02)?**
- YES 01 GO TO SECTION E**
- NO 00**
- D12. INTERVIEWER: CHECK THE STATE’S INFORMATION SHEET. DOES THE STATE HAVE ANY APPROVED ABAWD WAIVERS?**
- YES 01**
- NO 00 GO TO D17**
- D13. Is this component currently offered in any areas of [STATE] that are waived from the ABAWD provisions?
- YES 01
- NO 00 **GO TO D16**
- D14. Is this component offered in all areas that are waived from ABAWD provisions or just in some areas?
- ALL 01
- SOME 02

D15. Is this component currently offered in any areas of [STATE] that are not waived from the ABAWD provisions?

YES 01

NO 02 **GO TO D17**

D16. Is it offered in all areas that are not waived from ABAWD provisions or just in some areas?

ALL 01

SOME 02

D17. Do public organizations, private nonprofit organizations, or private for-profit organizations provide the most positions for this component?

PUBLIC ORGANIZATIONS 01

PRIVATE NONPROFIT ORGANIZATIONS 02

PRIVATE FOR-PROFIT ORGANIZATIONS 03

D18. Does the State have a policy regarding the a minimum number of hours participants are required to spend in this component?

YES 01 **GO TO D20**

NO 00

D19. Despite this variation, is there a single policy applicable to the majority of cases?

YES 01

NO 00 **GO TO D21**

In that case, for the next question, please base your answers on the policy applicable to the majority of ABAWD cases.

D20. What is the minimum number of hours participants are required to spend in this component?

- |_|_| HOURS PER WEEK 01
 - |_|_| HOURS PER MONTH 02
 - BENEFIT ALLOTMENT/FED MIN WAGE 03
 - BENEFIT ALLOTMENT/STATE MIN WAGE 04
 - VARIES BY CLIENT (specify) 05
-

D21. Does [STATE] have a policy about how long a participant can remain in this other work program or does it vary by county or local office?

- STATE POLICY 01 **GO TO D23**
- VARIES BY COUNTY OR LOCAL OFFICE 02

D22. Despite this variation, is there a single policy applicable to the majority of cases?

- YES 01
- NO 00 **GO TO D24**

In that case, for the next question, please base your answers on the policy applicable to the majority of ABAWD cases.

D23. What is the State policy for how long a participant can remain in this component?

- |_|_| DAYS 01
 - |_|_| MONTHS 02
 - NO LIMIT 00
 - OTHER (specify) 99
-

E. OPTIONAL WORKFARE PROGRAM (SECTION 20E FUNDS)

E0: INTERVIEWER: DID STATE HAVE A SECTION 20E “OPTIONAL WORKFARE PROGRAM” IN FY 1997 (DOES A9b = 02 or 03)?

YES 01

NO 00 GO TO E3

I'd like to ask you some questions now about your optional workfare program funded under Section 20E of the Food Stamp Act.

E1. In how many counties did you operate an optional workfare program in FY 1997?

____ NUMBER OF COUNTIES

E2. In FY 1997, was your optional workfare program offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

ONLY ABAWDs 01

ONLY NON-ABAWDs 02

BOTH 03

E3: INTERVIEWER: DOES STATE CURRENTLY HAVE AN OPTIONAL WORKFARE PROGRAM (DOES A4b=02 or 03)?

YES 01

NO 00 GO TO F0

Now I am going to ask you some questions about your current optional workfare program.

E4. In how many counties do you currently operate the optional workfare program?

____ NUMBER OF COUNTIES

- E5. In local offices where there is an optional workfare program is this component usually offered to only ABAWDs, only non-ABAWDs, or both?
- ONLY ABAWDs 01
- ONLY NON-ABAWDs 02
- BOTH 03
- E6. Compared to FY 1997, has the number of organizations or agencies providing optional workfare positions for the Food Stamp E&T program increased?
- YES 01
- NO 00
- E7. Is the optional workfare program currently offered in all food stamp offices in [STATE] or only in some offices?
- ALL OFFICES 01 **GO TO E9**
- SOME OFFICES 02
- E8. Is this component currently offered as a food stamp E&T component in all offices in the State that have a Food Stamp E&T Program?
- YES 01
- NO 00
- E9. Do public organizations or private nonprofit organizations provide the most optional workfare positions?
- PUBLIC ORGANIZATIONS 01
- PRIVATE NONPROFIT ORGANIZATIONS 02
- ABOUT EQUAL 03

E10. INTERVIEWER: IS OPTIONAL WORKFARE FOR ONLY NON-ABAWDs (Does E5=02)?

- YES 01 **GO TO E23**
- NO 00

E11. INTERVIEWER: CHECK THE STATE'S INFORMATION SHEET. DOES THE STATE HAVE ANY APPROVED ABAWD WAIVERS?

- YES 01
- NO 00 **GO TO E16**

E12. Is the optional workfare program currently offered in any areas of [STATE] that are waived from the ABAWD provisions?

- YES 01
- NO 00 **GO TO E15**

E13. Is it offered in all areas that are waived from ABAWD provisions or just in some areas?

- ALL 01
- SOME 02

E14. Is the optional workfare program currently offered in any areas of [STATE] that are not waived from the ABAWD provisions?

- YES 01
- NO 02 **GO TO E16**

E15. Is it offered in all areas that are not waived from ABAWD provisions or just in some areas?

- ALL 01
- SOME 02

E16. In this optional workfare program, is there a workfare slot for every ABAWD who wants one (in those areas of [STATE] where optional workfare is available)?

YES 01

NO 02

E17. Does [STATE] have a policy about how many hours per week or month ABAWDs are required to spend in optional workfare or does it vary by county or local office?

STATE HAS POLICY 01 **GO TO E19**

VARIES BY COUNTY OR LOCAL OFFICE 02

E18. Despite this variation, is there a single policy applicable to the majority of cases?

YES 01

NO 00 **GO TO E20**

In that case, for the next question, please base your answers on the policy applicable to the majority of ABAWD cases.

E19. What is the policy regarding the minimum number of hours required in the optional food stamp workfare program?

|_|_| HOURS PER WEEK 01

|_|_| HOURS PER MONTH 02

ALLOTMENT/FED MIN WAGE 03

ALLOTMENT/STATE MIN WAGE 04

VARIES BY CLIENT (specify) 05

E20. Does [STATE] have a policy about how long an ABAWD can remain in optional workfare or does it vary by county or local office?

- STATE POLICY 01 **GO TO E22**
- VARIES BY COUNTY OR LOCAL OFFICE 02

E21. Despite this variation, is there a single policy applicable to the majority of cases?

- YES 01
- NO 00 **GO TO E23**

In that case, for the next question, please base your answers on the policy applicable to the majority of ABAWD cases.

E22. What is the policy for how long an ABAWD can remain in optional workfare?

- |_|_| DAYS 01
- |_|_| MONTHS 02
- NO LIMIT 00
- OTHER (specify) 99

E23. What are the advantages of running an optional workfare program compared to running a workfare program under the regular Food Stamp E&T Program?

E24. What are the disadvantages if any?

F. JOB SEARCH TRAINING

Now I am going to ask questions about the job search training component in your Food Stamp E&T Program that was in place in 1997. By “job search training” we specifically mean a component designed to enhance the job readiness of participants by providing instruction in job seeking techniques and increasing motivation and self-confidence. “Job search training” can include job skills assessments, job finding clubs, and other direct training activities to support job search.

F0. INTERVIEWER: DID STATE HAVE JOB SEARCH TRAINING AS A FOOD STAMP E&T COMPONENT IN FY 1997 (Does A9d=01)?

- YES 01
- NO 00 GO TO F6

F1. INTERVIEWER: DID STATE’S FY 1997 FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A10=01or 02)?

- YES 01 GO TO F3
- NO 00

F2. In FY 1997, in most local offices with food stamp job search training, was this component usually offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

- ONLY ABAWDs 01
- ONLY NON-ABAWDs 02
- BOTH 03

F3. Did the State recommend or require that any of the following subjects be covered in job search training for food stamp E&T clients?

| | <u>YES</u> | <u>NO</u> |
|--|------------|-----------|
| 1. Resume writing? | 01 | 00 |
| 2. Interviewing skills? | 01 | 00 |
| 3. Time management skills? | 01 | 00 |
| 4. Money management skills? | 01 | 00 |
| 5. "Soft skills" such as how to dress for work or how to communicate with bosses or coworkers? | 01 | 00 |
| 6. Are there any other subjects recommended or required to be covered | 01 | 00 |

(IF YES, PLEASE SPECIFY)

F4. In FY 1997, was job search training offered as a food stamp E&T component in all offices in [STATE] or only in some food stamp offices?

- ALL OFFICES 01 **GO TO F6**
- SOME OFFICES 02

F5. In FY 1997, was job search training offered as a food stamp E&T component in all offices in the State with a Food Stamp E&T Program?

- YES 01
- NO 00

F6. INTERVIEWER: DOES STATE CURRENTLY HAVE JOB SEARCH TRAINING AS A FOOD STAMP E&T COMPONENT (Does A4d=01)?

- YES 01**
- NO 00 GO TO G0**

Now I have some questions about your current job search training component.

F7. INTERVIEWER: DOES [STATE's] CURRENT FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A11=01 or 02)?

YES 01 GO TO F9

NO 00

F8. In most local offices with job search training services, is this component usually offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

ONLY ABAWDs 01

ONLY NON-ABAWDs 02

BOTH 03

F9. Is job search training offered as a food stamp E&T component in all offices in [STATE] or only in some offices?

ALL OFFICES 01 GO TO F11

SOME OFFICES 02

F10. Is job search training offered as a food stamp E&T component in all offices in the State with a Food Stamp E&T Program?

YES 01

NO 00

F11. Does the State now recommend or require that any of the following subjects be covered in job search training for food stamp E&T clients?

| | <u>YES</u> | <u>NO</u> |
|--|------------|-----------|
| 1. Resume writing? | 01 | 00 |
| 2. Interviewing skills? | 01 | 00 |
| 3. Time management skills? | 01 | 00 |
| 4. Money management skills? | 01 | 00 |
| 5. "Soft skills" such as how to dress for work or how to communicate with bosses or coworkers? | 01 | 00 |
| 6. Are any other subjects recommended or required to be covered? | | |
| | 01 | 00 |
| (If yes, please specify)?_____ | | |
| _____ | | |

F12. INTERVIEWER: IS JOB SEARCH TRAINING CURRENTLY ONLY OFFERED TO NON-ABAWDs (Does F8=02)? OR DOES STATE'S CURRENT FSET PROGRAM ONLY SERVE NON-ABAWDs (Does A11=02)?

YES 01 GO TO G0

NO 00

F13. INTERVIEWER: CHECK THE STATE'S INFORMATION SHEET. DOES THE STATE HAVE ANY ABAWD WAIVERS?

YES 01

NO 00 GO TO F18

F14. Is job search training offered as a food stamp E&T component in any areas in [STATE] that are waived from the ABAWD provisions?

YES 01

NO 00 **GO TO F17**

- F15. Is it offered in all areas that are waived from ABAWD provisions or just in some areas?
- ALL 01
- SOME 02
- F16. Is job search training currently offered as a food stamp E&T component in any areas in [STATE] that are not waived from the ABAWD provisions?
- YES 01
- NO 00 **GO TO F18**
- F17. Is job search training offered as a food stamp E&T component in all areas that are not waived from ABAWD provisions or just in some areas?
- ALL 01
- SOME 02
- F18. INTERVIEWER: DOES [STATE] OFFER WORKFARE (Does A4a=01)?**
- YES 01**
- NO 00 GO TO F20**
- F19. For ABAWDs, is job search training offered or required as part of the food stamp workfare component?
- OFFERED 01
- REQUIRED 02
- NEITHER OFFERED NOR REQUIRED 03
- F20. Is there job search training available for all ABAWDs who want it (in those offices in [STATE] where it is offered)?
- YES 01
- NO 00

G. VOCATIONAL TRAINING

G0. INTERVIEWER: DID STATE HAVE VOCATIONAL TRAINING AS A FOOD STAMP E&T COMPONENT IN FY 1997 (Does A9e=01)?

- YES 01
- NO 00 **GO TO G5**

Now I am going to ask you questions about the vocational training offered as a food stamp E&T component in your State in FY 1997.

G0a. DID STATE'S FY 1997 FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A10=01 or 02)?

- YES 01 **GO TO G2**
- NO 00

G1. In FY 1997, in most local offices with vocational training for food stamp clients, was this component usually offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

- ONLY ABAWDs 01
- ONLY NON-ABAWDs 02
- BOTH 03

G2. In FY 1997, was vocational training offered as a food stamp E&T component in all food stamp offices in [STATE] or only in some offices?

- ALL OFFICES 01 **GO TO G4**
- SOME OFFICES 02

G3. In FY 1997, was vocational training offered as a food stamp E&T component in all offices in the State that had a Food Stamp E&T Program?

- YES 01
- NO 00

G4. What types of vocational training were provided?

| | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| a. Was classroom training provided? | 01 | 00 |
| b. Was on-the-job training provided? | 01 | 00 |
| c. Were any other types of training provided? (IF YES, please specify) | 01 | 00 |

G5. INTERVIEWER: DOES STATE CURRENTLY OFFER VOCATIONAL TRAINING AS A FOOD STAMP E&T COMPONENT (Does A4e=01)?

- YES** **01**
- NO** **00** **GO TO H0**

Now I want to ask you about your current vocational training component.

G6. INTERVIEWER: DOES CURRENT FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A11=01 or 02)?

- YES** **01** **GO TO G8**
- NO** **00**

G7. In most local offices with vocational training for food stamp clients is this component usually offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

- ONLY ABAWDs** **01**
- ONLY NON-ABAWDs** **02**
- BOTH** **03**

G8. Is vocational training offered as a food stamp E&T component in all food stamp offices in [STATE] or only some offices?

ALL OFFICES 01 **GO TO G10**
SOME OFFICES 02

G9. Is vocational training offered as a food stamp E&T component in all offices in the State with a Food Stamp E&T Program?

YES 01
NO 00

G10. In what format is the vocational training component provided?

| | <u>YES</u> | <u>NO</u> |
|--|------------|-----------|
| a. Is classroom training provided? | 01 | 00 |
| b. Is on-the-job training provided? | 01 | 00 |
| c. Is the training provided in any other format? | 01 | 00 |

(IF YES, Please specify)_____

G11. INTERVIEWER: IS VOCATIONAL TRAINING CURRENTLY ONLY OFFERED TO NON-ABAWDs (Does G7=02)? OR DOES THE STATE FSET PROGRAM ONLY SERVE NON-ABAWDs (DoesA11=02)?

YES 01 GO TO H0
NO 00

G12. INTERVIEWER: CHECK THE STATE'S INFORMATION SHEET. DOES THE STATE HAVE ANY WAIVERS?

YES 01
NO 00 GO TO G17

- G13. Is vocational training offered as a food stamp E&T component in any areas in [STATE] that are waived from the ABAWD provisions?
- YES 01
- NO 00 **GO TO G16**
- G14. Is it offered in all areas that are waived from ABAWD provisions or just in some areas?
- ALL 01
- SOME 02
- G15. Is vocational training currently offered as a food stamp E&T component in any areas in [STATE] that are not waived from the ABAWD provisions?
- YES 01
- NO 00 **GO TO G17**
- G16. Is vocational training offered as a food stamp E&T component in all areas that are not waived from ABAWD provisions or just in some areas?
- ALL 01
- SOME 02
- G17. Is there a statewide policy limiting how long an ABAWD can spend in vocational training or does it vary by county or local office?
- STATEWIDE POLICY 01 **GO TO G19**
- VARIES BY COUNTY OR LOCAL OFFICE 02
- G18. Despite this variation, is there a single policy applicable to the majority of ABAWD cases?
- YES 01
- NO 00 **GO TO G20**
- DON'T KNOW -1 **GO TO G20**

In that case, for the next question, please base your answers on the policy applicable to the majority of ABAWD cases.

G19. What is the maximum amount of time an ABAWD can spend in vocational training as a food stamp E&T component?

- |_|_| DAYS 01
- |_|_| MONTHS 02
- |_|_| YEARS 03
- NO LIMIT 00
- OTHER 99

(IF OTHER, Please specify)_____

G20. Are there slots in vocational training for all ABAWDs who want them (in those offices in [STATE] where it is available)?

- YES 01
- NO 00

G21. Are ABAWDs participating in vocational training also required to be in a workfare placement?

- YES 01
- NO 00

H. EDUCATION

H0. INTERVIEWER: DID STATE HAVE EDUCATION AS A FOOD STAMP E&T COMPONENT IN FY 1997 (Does A9f=01)?

YES **01**

NO **00 GO TO H5**

Now I would like to ask you some questions about the education services offered as a Food Stamp E&T component.

H0a. INTERVIEWER: DID STATE'S FY1997 FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A10=01 or 02)?

YES **01 GO TO H2**

NO **00**

H1. In FY 1997, in most local offices with an E&T education component for food stamp clients, was this component usually offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

ONLY ABAWDs **01**

ONLY NON-ABAWDs **02**

BOTH **03**

H2. In FY 1997, were educational services offered as a food stamp E&T component in all offices in [STATE] or only in some offices?

ALL OFFICES **01 GO TO H4**

SOME OFFICES **02**

H3. In FY 1997, were educational services offered as a food stamp E&T component in all offices in the State that had a Food Stamp E&T Program?

YES **01**

NO **00**

H4. Which of the following types of education services were offered in your State as a food stamp E&T component in FY 1997?

| | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| a. Classes to help clients obtain a high-school or GED diploma? | 01 | 00 |
| b. Basic skills training? | 01 | 00 |
| c. English as a Second Language? | 01 | 00 |
| d. Were any other types of educational services offered? | 01 | 00 |

(IF YES, Please specify)_____

H5. INTERVIEWER: DOES STATE CURRENTLY HAVE EDUCATION AS A COMPONENT IN ITS FSET PROGRAM (DOES A4f=1)?

YES 01

NO 00 GO TO I0

Now I'm going to ask you about the current education activities in your Food Stamp E&T Program.

H6. INTERVIEWER: DOES CURRENT FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (Does A11=01 or 02)?

YES 01 GO TO H8

NO 00

H7. In most local offices with an E&T education component for food stamp clients, is this component usually offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

ONLY ABAWDs 01

ONLY NON-ABAWDs 02

BOTH 03

H8. Are education services offered as a food stamp E&T component in all offices in [STATE] or only in some food stamp offices?

ALL OFFICES 01 **GO TO H10**
SOME OFFICES 02

H9. Are education services offered as a food stamp E&T component provided in all offices in the State with a Food Stamp E&T Program?

YES 01
NO 00

H10. What types of education services are provided?

| | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| a. Classes to help clients obtain a high-school or GED diploma? | 01 | 00 |
| b. Basic skills training? | 01 | 00 |
| c. English as a Second Language? | 01 | 00 |
| d. Does [STATE] provide any other education program? (If yes, please specify)_____ | 01 | 00 |

H11. INTERVIEWER: ARE EDUCATIONAL SERVICES ONLY OFFERED AS A FOOD STAMP E&T COMPONENT TO NON-ABAWDs (DOES H7=02)? OR DOES STATE'S CURRENT FSET PROGRAM ONLY SERVE NON-ABAWDs (A11=02)?

YES 01 GO TO I0
NO 00

H12. INTERVIEWER: CHECK THE STATE'S INFORMATION SHEET. DOES THE STATE HAVE ANY ABAWD WAIVERS?

YES **01**

NO **00 GO TO H17**

H13. Are education services offered as a food stamp E&T component in any areas of [STATE] that are waived from the ABAWD provisions?

YES **01**

NO **00 GO TO H16**

H14. Are they offered as a food stamp E&T component in all areas that are waived from ABAWD provisions or just in some areas?

ALL **01**

SOME **02**

H15. Are education services currently offered as a food stamp E&T component in any areas of [STATE] that are not waived from the ABAWD provisions?

YES **01**

NO **00 GO TO H17**

H16. Are education services offered as a food stamp E&T component in all areas that are not waived from ABAWD provisions or just in some areas?

ALL **01**

SOME **02**

H17. Is there a statewide policy on how long an ABAWD can spend in an education program as a food stamp E&T component or does it vary by county or local office?

STATEWIDE POLICY **01 GO TO H19**

VARIES BY COUNTY OR LOCAL OFFICE **02**

- H18. Despite this variation, is there a single policy applicable to the majority of ABAWD cases?
- YES 01
- NO 00 **GO TO H20**
- DON'T KNOW -1 **GO TO H20**

In that case, for the next question please base your answer on the policy applicable to the majority of ABAWD cases.

- H19. What is the State policy on how long an ABAWD can spend in education as a food stamp E&T component?
- ____|____| DAYS 01
- ____|____| MONTHS 02
- ____|____| YEARS 03
- NO LIMIT 00
- OTHER 99
(Please specify)

- H20. Are there slots in the education programs for all ABAWDs who want them (in those offices where this component is available)?
- YES 01
- NO 00
- H21. Are ABAWDs participating in an education component also required to be in a workfare placement?
- YES 01
- NO 00

I. SELF-EMPLOYMENT PROGRAMS

I0. INTERVIEWER: DID STATE OFFER SELF-EMPLOYMENT AS A FOOD STAMP E&T COMPONENT IN FY 1997 (DOES A9g=01)?

YES 01

NO 00 GO TO I4

The next set of questions is about self-employment services.

I0a. INTERVIEWER: DID STATE'S FY 1997 FSET PROGRAM ONLY SERVE ABAWDs OR ONLY SERVE NON-ABAWDs (Does A10=01 OR 02)?

YES 01 GO TO I2

NO 00

I1 In FY 1997, in most local offices with a self-employment component in Food Stamp E&T, was this component usually offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

ONLY ABAWDs 01

ONLY NON-ABAWDs 02

BOTH 03

I2. In FY 1997, was self-employment offered as a food stamp E&T component in all offices in [STATE] or only in some food stamp offices?

ALL OFFICES 01 GO TO I4

SOME OFFICES 02

I3. In FY 1997, was self-employment offered as a food stamp E&T component in all offices in the State that had a Food Stamp E&T Program?

YES 01

NO 00

I4. INTERVIEWER: DOES STATE CURRENTLY OFFER SELF-EMPLOYMENT

AS A FOOD STAMP E&T COMPONENT (DOES A4g=01)?

YES **01**

NO **00** **GO TO J1**

Now I'm going to ask you about your Food Stamp E&T Program current self-employment component.

I5. INTERVIEWER: DOES CURRENT FSET PROGRAM ONLY SERVE ABAWDs OR ONLY NON-ABAWDs (DOES A11=01 or 02)?

YES **01** **GO TO I7**

NO **00**

I6. In most local offices with a self-employment component in Food Stamp E&T, is the self-employment component usually offered to only ABAWDs, only non-ABAWDs, or both ABAWDs and non-ABAWDs?

ONLY ABAWDs **01**

ONLY NON-ABAWDs **02**

BOTH **03**

I7. Are self-employment services offered as a food stamp E&T component in all offices in [STATE] or only in some food stamp offices?

ALL OFFICES **01** **GO TO I9**

SOME OFFICES **02**

I8. Are self-employment services offered as a food stamp E&T component in all offices in the State with a Food Stamp E&T Program?

YES **01**

NO **00**

I9. Please describe the self-employment component of your Food Stamp E&T Program.

PROBE: What does it consist of?

I10. INTERVIEWER: IS SELF-EMPLOYMENT ONLY OFFERED TO NON-ABAWDs (Does I6=02) OR DOES STATE FSET PROGRAM ONLY SERVE NON-ABAWDs (Does A11=02)?

YES 01 GO TO J1

NO 00

I11. INTERVIEWER: CHECK THE STATE'S INFORMATION SHEET. DOES THE STATE HAVE ANY WAIVERS?

YES 01

NO 00 GO TO I16

I12. Are self-employment services offered as a food stamp E&T component in any areas of [STATE] that are waived from the ABAWD provisions?

YES 01

NO 00 GO TO I15

I13. Are they offered as a food stamp E&T component in all areas that are waived from ABAWD provisions or just in some areas?

ALL 01

SOME 02

I14. Are self-employment services currently offered as a food stamp E&T component in any areas of [STATE] that are not waived from the ABAWD provisions?

YES 01

NO 00 GO TO I16

I15. Is a self-employment program offered as a food stamp E&T component in all areas that are not waived from ABAWD provisions or just in some areas?

ALL 01

SOME 02

I16. Does participation in the self-employment program count toward satisfying the ABAWD work requirement?

YES 01

NO 00

J. OTHER SERVICES/PROGRAMS

J1. INTERVIEWER: DOES STATE CURRENTLY PROVIDE A COMPONENT OTHER THAN THE ONES DISCUSSED SO FAR (Does A9h=01)?

YES 01

NO 00

GO TO K1

J2. Please describe each of those components.

A. _____

B. _____

C. _____

| Questions J3 to J13: Pertaining to Other Component(s) Included in State Food Stamp E&T Program | | | | |
|---|---|---------------------|---------------------|---------------------|
| | | Component A | Component B | Component C |
| J3. Was component provided in FY 1997 as part of [STATE]'s E&T Program? | Yes=01 No=00 | If no go to J8 | If no go to J8 | If no go to J8 |
| J4. DID FY 1997 FSET PROGRAM SERVE ONLY ABAWDs OR ONLY NON-ABAWDs (Does A10 =01 or 02)? IF YES, GO TO J6 | | | | |
| J5. In FY 1997, in most local offices with this component, was it usually offered to <u>only ABAWDs</u> , <u>only non-ABAWDs</u> , or <u>both ABAWDs and non-ABAWDs</u> ? | Only ABAWDs=01 Only non-ABAWDs=02 Both=03 | | | |
| J6. In FY 1997, was this component offered in <u>all</u> food stamp offices in [STATE] or only in <u>some</u> offices? | All offices=01 Some offices=02 | (If "01" go to J8) | (If "01" go to J8) | (If "01" go to J8) |
| J7. In FY 1997, did this component operate in <u>all</u> offices in [STATE] that had a Food Stamp E&T Program? | Yes=01 No=00 | | | |
| J8. Now I'm going to ask some questions about how this component currently operates. DOES CURRENT FSET PROGRAM SERVE ONLY ABAWDs <u>OR</u> ONLY NON-ABAWDs (Does A11=01 <u>or</u> 02)?IF YES, GO TO J10 | | | | |
| J9. In most local offices with this component, is it usually offered to <u>only ABAWDs</u> , <u>only non-ABAWDs</u> , or <u>both ABAWDs and non-ABAWDs</u> ? | Only ABAWDs=01 Only non-ABAWDs=02 Both=03 | | | |
| J10. Is component offered in <u>all</u> food stamp offices in [STATE], or only in <u>some</u> offices? | All offices=01 Some offices=02 | (If "01" go to J12) | (If "01" go to J12) | (If "01" go to J12) |
| J11. Is this component provided in <u>all</u> offices in the State with a Food Stamp E&T Program? | Yes=01 No=00 | | | |
| J12. IS COMPONENT ONLY OFFERED TO NON-ABAWDs [DoesJ9=02]? <u>OR</u> DOES STATE FSET PROGRAM ONLY SERVE NON-ABAWDs (Does A11=02)? IF YES, SKIP TO SECTION K. | | | | |
| J13. Does participation in this component count toward satisfying the ABAWD work requirement? | Yes=01 No=00 | | | |

K. E&T SUPPORT SERVICES

Now I'm going to ask you some questions about supportive services for Food Stamp E&T participants. First, thinking back to FY 1997, which of the following services were available to Food Stamp E&T participants in any offices of the State with a Food Stamp E&T Program.

| | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| K1a. Transportation Reimbursement? | 01 | 00 |
| K1b. Financial Assistance For Dependent Care? | 01 | 00 |
| K1c. Clothing for Job Interviews? | 01 | 00 |
| K1d. Assistance for Purchase of Work Supplies or Work Uniforms? | 01 | 00 |
| K1e. Payment for Employment-related Licensing or Testing? | 01 | 00 |
| K1f. Payment for Other Education-Related Testing? | 01 | 00 |
| K1g. Any Other? (Please Specify) | 01 | 00 |

K2. For each of the following types of support services that I will list, is the service currently available to Food Stamp E&T participants in any offices with a Food Stamp E&T Program. **(INTERVIEWER: FOR FL, NC, CO and ARK, READ THE FOLLOWING PHRASE:** Not including supportive services that you may fund with the Optional Section 20E Workfare Program where this exists in your State.)

| | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| K2a. Transportation Reimbursement? | 01 | 00 |
| K2b. Financial Assistance For Dependent Care? | 01 | 00 |
| K2c. Clothing for Job Interviews? | 01 | 00 |
| K2d. Assistance for Purchase of Work Supplies or Work Uniforms? | 01 | 00 |
| K2e. Payment for Employment-related Licensing or Testing? | 01 | 00 |
| K2f. Payment for Other Education-Related Testing? | 01 | 00 |
| K2g. Any Other? (Please Specify) | 01 | 00 |

K3. INTERVIEWER: DID STATE RESPOND POSITIVELY TO ANY OF K2 (does K2a, 2b, 2c, 2d, 2e, 2f or 2g =01)?

YES 01

NO 00

GO TO K12

K4. For each of the following work-related support services that are available to food stamp E&T participants in your State, do you allow local offices to provide the service only to ABAWDs, only to non-ABAWDs, or to both ABAWDs and non-ABAWDs?

| | <u>ONLY ABAWD</u> <u>E&T PARTICIPANTS</u> | <u>ONLY NON-ABAWD</u> <u>E&T PARTICIPANTS</u> | <u>BOTH ABAWDs</u> <u>& NON-ABAWDs</u> |
|--|--|--|---|
| K4a (SKIP IF K2A=0) | | | |
| Transportation Reimbursement | 01 | 02 | 03 |
| K4b (SKIP IF K2B=0) | | | |
| Clothing for Job Interviews | 01 | 02 | 03 |
| K4c (SKIP IF K2C=0) | | | |
| Assistance for Purchase Of Work Supplies Or Work Uniform | 01 | 02 | 03 |
| K4d (SKIP IF K2D=0) | | | |
| Payment for Employment-related Licensing/testing | 01 | 02 | 03 |
| K4e (SKIP IF K2E=0) | | | |
| Payment For Other Education Related Testing | 01 | 02 | 03 |
| K4f (SKIP IF K2G=0) | | | |
| Other | 01 | 02 | 03 |

(If yes, specify) _____

K5. Are the work-related support services you told us about currently available in all food stamp offices in [STATE] or only some offices?

- ALL OFFICES 01 **GO TO K12**
- SOME OFFICES 02

- K6. Are the work-related support services that you told us about currently available in all offices with a Food Stamp E&T Program?
- YES 01
- NO 00
- K7. INTERVIEWER: CHECK THE STATE'S INFORMATION SHEET. DOES THE STATE HAVE ANY APPROVED ABAWD WAIVERS?**
- YES 01
- NO 00 **GO TO K12**
- K8. Are the work-related support services available in the State currently offered to E&T participants in any areas of [STATE] that are waived from the ABAWD provisions?
- YES 01
- NO 00 **GO TO K11**
- K9. Are they offered to E&T participants in all areas that are waived from the ABAWD provisions or just in some areas?
- ALL 01
- SOME 02
- K10. Are the work-related support services that are available in your State offered to E&T participants in any areas of [STATE] that are not waived from the ABAWD provisions?
- YES 01
- NO 00 **GO TO K12**
- K11. Are they offered to E&T participants in all areas that are not waived from the ABAWD provisions or just in some areas?
- ALL 01
- SOME 02

K12. INTERVIEWER: DOES STATE HAVE OPTIONAL FOOD STAMP WORKFARE PROGRAM/SECTION 20E PROGRAM (Does A9b =02 or 03)? (SHOULD BE ONLY NC,AR, FL AND CO)

YES 01

NO 00 GO TO K15

K13. Does your State provide the same support services for supportive services in your Section 20E optional food stamp workfare program as in your regular Food Stamp E&T Program?

YES 01 GO TO K15

NO 00

K14. For each of the following types of support services that I will list, is the service offered and funded under the Optional Workfare Section 20E Program?

| | <u>YES</u> | <u>NO</u> |
|--|------------|-----------|
| K14a. Transportation Reimbursement? | 01 | 00 |
| K14b. Financial Assistance For Dependent Care? | 01 | 00 |
| K14c. Clothing for Job Interviews? | 01 | 00 |
| K14d. Assistance for Purchase of Work Supplies or Work Uniforms? | 01 | 00 |
| K14e. Payment for Employment-related Licensing or Testing? | 01 | 00 |
| K14f. Payment for Other Education-Related Testing? | 01 | 00 |
| K14g. Any Other? (If yes, please specify) | 01 | 00 |

K15. Does [STATE] pay more than \$25 per month per Food Stamp E&T participant for the

reimbursement of work-related expenses, other than dependent care?

YES 01

NO 00 **GO TO K19**

K16. What is the maximum amount of this reimbursement for transportation?

\$ _____

K17. What is the maximum amount of this reimbursement for other expenses?

\$ _____

K18. From what sources are these additional amounts funded?

K19. Are there any local offices that you are aware of that provide one-time emergency cash assistance to ABAWDs to help them maintain or secure employment?

YES 01

NO 00 **GO TO L1**

K20. [Up to] what dollar amount of emergency assistance is provided?

\$ _____

L. SPECIAL SERVICES PROVIDED TO ABAWDs IN ADDITION TO ROUTINE SUPPORTIVE SERVICES

L0. INTERVIEWER: DOES CURRENT FSET PROGRAM ONLY SERVE NON-ABAWDs (DOES A11=02)?

- YES 01 GO TO M1**
- NO 00**

Now I would like to find out if you have any special services for ABAWDs related to employment and training.

L1. First, are you providing any special Food Stamp E&T provisions or services for ABAWDs, such as intensive case management?

- YES 01**
- NO 00 GO TO L3**

L2. Please describe these provisions and/or services.

L3. Are any of your local food stamp offices providing special E&T related services, not already mentioned, for special subgroups of ABAWDs--such as ABAWDs in rural areas, homeless ABAWDs, ABAWDs who are victims of domestic violence or are substance abusers, or ABAWDS whose primary language is not English?

- YES 01**
- NO 00 GO TO M1**

L4. For which subgroup or subgroups of ABAWDs?

A. _____

B. _____

C. _____

L5. Please describe the special E&T related services you provide for each of these subgroups.

SUBGROUP A.

SUBGROUP B.

SUBGROUP C.

L6. Were these provisions and/or services provided to ABAWDs in FY 1997?

YES 01

NO 00

L7. Are these provisions and/or services currently offered in all offices providing Food Stamp E&T to ABAWDs or only in some of these offices?

ALL 01

SOME 02

L8. How are these provisions/services funded: with 100 percent Federal E&T grant, with Federal/State food stamp administrative matching funds, or with other funds?

CIRCLE ALL THAT APPLY

| | |
|--|----|
| 100 PERCENT FEDERAL E&T GRANT | 01 |
| FOOD STAMP ADMINISTRATIVE MATCHING FUNDS | 02 |
| OTHER FUNDS (please specify) | 99 |

M. FEDERAL E&T GRANT FUNDING

M1. Now I'd like to ask you some questions about [STATE's] choices regarding federal food stamp E&T funding. Did your State decide to draw down only the 20% of the Federal Food Stamp E&T grant that can be spent on non-ABAWD qualifying activities?

YES, STATE WILL DRAW DOWN ONLY THE 20% 01

NO, STATE WILL DRAW DOWN MORE 00 **GO TO M3**

M2. Why did [STATE] decide to draw down only this 20% portion of the Federal E&T grant allotment?

GO TO M5

M3. Does your State plan to use all of its allocated funds for FY 1999 from the 100 percent Federal E&T grant?

YES 01 **GO TO M5**

NO 00

DON'T KNOW YET -1 **GO TO M5**

M4. Can you tell us the specific reasons that prevent you from utilizing all of your available Federal 100 percent grant funds?

CIRCLE ALL THAT APPLY

- NOT ENOUGH ABAWDs TO SPEND ALL THE MONEY 01
- OVERALL DECLINE IN FOOD STAMP CASELOAD HAS BEEN GREATER THAN ANTICIPATED 02
- TOO FEW ABAWDs ARE FILLING AVAILABLE SLOTS 03
- DO NOT HAVE A FOOD STAMP E&T PROGRAM IN MANY LOCALES 04
- LOCAL E&T PROGRAMS NOT PROVIDING ENOUGH SLOTS/SERVICES 05
- THE COST PER SLOT IS LESS THAN THE FEDERAL REIMBURSEMENT RATE 06
- STATE IS NOT GOING TO MEET ITS MAINTENANCE OF EFFORT REQUIREMENT 07
- OTHER 99
(IF OTHER, PLEASE SPECIFY)

M5. In FY 2000, does [STATE] plan to draw down all of its 100% Federal E&T grant allotted funds?

- YES 01
- NO 00 **GO TO M8**
- DON'T KNOW -1 **GO TO M8**

M6. DOES STATE PLAN NOT TO USE ALL OF ITS 100% FUNDS IN FY 1999, BUT DOES PLAN TO USE ALL OF THESE FUNDS IN FY 2000 (M3=00 and M5=01)?

YES 01

NO 00 GO TO M8

M7. For what reasons does the State expect it will draw down all of its 100% Federal E&T grant funds in FY 2000 but not in FY 1999?

M8. CHECK BACKGROUND INFO: IS STATE APPROVED IN FY 1999 FOR THE ALTERNATIVE REIMBURSEMENT PLAN?

YES 01

NO 00 GO TO N1

M9. For what reason(s) did the State choose the alternative reimbursement plan?

M10. Are there any cases where local offices could not find enough or appropriate Food Stamp E&T slots to offer ABAWDs?

YES 01

NO 00 GO TO M13

M11. Why were there not enough slots available for the ABAWDs?
(CIRCLE ALL THAT APPLY)

- INSUFFICIENT SLOTS IN RURAL AREAS 01
- ALL AVAILABLE SLOTS WERE FILLED 02
- AVAILABLE SLOTS NOT APPROPRIATE FOR ABAWDs 03
- WORKFARE SPONSORS WOULD NOT TAKE ABAWDs 04
- OTHER 99

(IF OTHER, PLEASE SPECIFY) _____

M12. How does the State comply with the alternative reimbursement policy when slots are unavailable?

M13. What have been the benefits of using the alternative reimbursement plan?
(CIRCLE ALL THAT APPLY)

COST SAVINGS 01

ADMINISTRATIVE SIMPLIFICATION 02

EXPANDED AMOUNT OF SERVICES AVAILABLE
TO ABAWDs 03

EXPANDED TYPES OF SERVICES AVAILABLE
TO ABAWDs 04

INCREASED STATE'S ABILITY TO OFFER MORE
SERVICES TO NON-ABAWDs 05

OTHER 99

(Please specify) _____

M14. Have there been any disadvantages to using the alternative reimbursement rate?

YES 01

NO 00 **GO TO N1**

M15. Please tell us about these disadvantages.

N. CHALLENGES IN PROVIDING E&T SERVICES TO ABAWDs

N0. INTERVIEWER: DOES CURRENT FSET PROGRAM ONLY SERVE NON-ABAWDs (DOES A11=02)?

YES **01** **GO TO O1**

NO **00**

N1. Please describe any specific challenges your agency has faced in providing E&T services to ABAWDs.

N2. How has the State attempted to overcome these challenges?

O. RECOMMENDATIONS FOR IMPROVING FOOD STAMP E&T PROGRAM

O1. What specific changes would you like to see made in the Food Stamp E&T Program to better enable your State to assist food stamp clients?

INTERVIEWER: GO TO SECTION P IF NO CHANGES SUGGESTED

O2. What would these changes enable you to do that your State cannot do now?

P. PROGRAM EVALUATIONS/OUTCOMES DATA

P1. Has [STATE] conducted or planning to conduct any studies of the Food Stamp E&T Program for ABAWDs?

YES, NOW CONDUCTING SPECIAL STUDY 01

YES, COMPLETED SPECIAL STUDY 02

YES, STUDY IS PLANNED 03

NO STUDY CONDUCTED OR PLANNED 04 **GO TO END**

P2. Please briefly describe the goals of this study.

INTERVIEWER: IF RESPONSE TO P1= 01, 03 or 04 GO TO P4

P3. Please briefly describe the major findings of this study.

P4. Who should we contact to obtain a copy of the study for this report when it is available?

END. Thank you for your thoughtful responses to my questions. I appreciate your taking time from your busy schedule to participate in this interview.

TIME INTERVIEW COMPLETED:

|_|_|_|:|_|_|_| AM...01
PM...02

Mail-out Data Collection Form

State Use of Funds to Increase Work Slots for Food Stamp Recipients

Mail-Out Data Collection Form

| | |
|--|--|
| Name of person completing form: | |
| Title: | |
| Phone and extension: | |
| State: | |

Notice

For all tables, please provide actual program data, not estimates

I. Geographic Scope of the Program¹

| | FFY 1997 | FFY 1998 | FFY 1999 |
|--|----------|----------|----------|
| a. Total number of counties in the State | | | |
| b. Total number of counties ² operating a Food Stamp Employment and Training (E&T) program | | | |
| c. Number of counties where the Food Stamp E&T program <u>only</u> serves clients residing in selected areas of the county | | | |
| d. Number of counties where the Food Stamp E&T program serves ABAWDs ³ | | | |
| e. Number of counties where the Food Stamp E&T program serves ABAWDs who reside in <u>waived</u> areas ⁴ | | | |
| f. Number of counties where the Food Stamp E&T program serves ABAWDs who reside in <u>unwaived</u> areas ⁵ | | | |
| g. Number of counties where the Food Stamp E&T program serves non-ABAWDs | | | |

¹ If your State is not organized into counties, please report on the geographic equivalent of counties for your State.

² Include those counties where the Food Stamp Employment and Training (E&T) program serves only part of the county.

³ ABAWDs are persons age 18 to 50 who are mentally and physically fit for employment and who do not have dependents. They may or may not be subject to the three month time limit.

⁴ A waived geographic area is one where ABAWDs are not subject to the three month time limit because they reside in an area waived in accordance with Section 6(o)(6) of the Food Stamp Act of 1997.

⁵ An unwaived geographic area is one where no waiver is in effect and ABAWDs are subject to the three month time limit.

II. Monthly Participation⁶ in Food Stamp Employment and Training

| Month and Year | 1. Number of total food stamp recipients ⁷ participating in an E&T component ⁸ | 2. Number of ABAWDs participating in an E&T component | 2a. Number of ABAWDs in <u>waived</u> geographic areas ⁹ participating in an E&T component | 2b. Number of ABAWDs in <u>unwaived</u> geographic areas ¹⁰ participating in an E&T component |
|----------------|--|---|---|--|
| Oct 96 | | | | |
| Nov 96 | | | | |
| Dec 96 | | | | |
| Jan 97 | | | | |
| Feb 97 | | | | |
| Mar 97 | | | | |
| Apr 97 | | | | |
| May 97 | | | | |
| June 97 | | | | |
| July 97 | | | | |
| Aug 97 | | | | |
| Sep 97 | | | | |
| Oct 97 | | | | |
| Nov 97 | | | | |
| Dec 97 | | | | |

(Continued on the following page)

⁶ An individual participates in an E&T component when he or she reports to an assigned E&T component.

⁷ Include both ABAWD and non-ABAWD Food Stamp E&T participants.

⁸ An individual participates in an E&T component when he or she reports to an assigned E&T component.

⁹ A waived geographic area is one where ABAWDs are not subject to the three month time limit because they reside in an area waived in accordance with Section 6(o)(6) of the Food Stamp Act of 1997.

¹⁰ An unwaived geographic area is one where no waiver is in effect and ABAWDs are subject to the three month time limit.

II. Monthly Participation⁶ in Food Stamp Employment and Training (continued)

| Month and Year | 1. Number of total food stamp recipients ⁷ participating in an E&T component ⁸ | 2. Number of ABAWDs participating in an E&T component | 2a. Number of ABAWDs in <u>waived</u> geographic areas ⁹ participating in an E&T component | 2b. Number of ABAWDs in <u>unwaived</u> geographic areas ¹⁰ participating in an E&T component |
|----------------|--|---|---|--|
| Jan 98 | | | | |
| Feb 98 | | | | |
| Mar 98 | | | | |
| Apr 98 | | | | |
| May 98 | | | | |
| June 98 | | | | |
| July 98 | | | | |
| Aug 98 | | | | |
| Sep 98 | | | | |
| Oct 98 | | | | |
| Nov 98 | | | | |
| Dec 98 | | | | |
| Jan 99 | | | | |
| Feb 99 | | | | |
| Mar 99 | | | | |

⁶ An individual participates in an E&T component when he or she reports to an assigned E&T component.

⁷ Include both ABAWD and non-ABAWD Food Stamp E&T participants.

⁸ An individual participates in an E&T component when he or she reports to an assigned E&T component.

⁹ A waived geographic area is one where ABAWDs are not subject to the three month time limit because they reside in an area waived in accordance with Section 6(o)(6) of the Food Stamp Act of 1997.

¹⁰ An unwaived geographic area is one where no waiver is in effect and ABAWDs are subject to the three month time limit.

III. Monthly Participation¹¹ in Food Stamp Employment and Training By Component¹²

| Month and Year | Number of Food Stamp Recipients Participating In: | | | | | | | | | |
|----------------|---|---------------------|----------|-----------------|-----------|---------------------|-------------------------------------|--------------------------|--------------------------------------|--------------------------------------|
| | Job Search | Job Search Training | Workfare | Work Experience | Education | Vocational Training | Job Training Partnership Act (JTPA) | Self-Employment Training | Other (please specify) ¹³ | Other (please specify) ¹² |
| Oct 96 | | | | | | | | | | |
| Nov 96 | | | | | | | | | | |
| Dec 96 | | | | | | | | | | |
| Jan 97 | | | | | | | | | | |
| Feb 97 | | | | | | | | | | |
| Mar 97 | | | | | | | | | | |
| Apr 97 | | | | | | | | | | |
| May 97 | | | | | | | | | | |
| June 97 | | | | | | | | | | |
| July 97 | | | | | | | | | | |
| Aug 97 | | | | | | | | | | |
| Sep 97 | | | | | | | | | | |
| Oct 97 | | | | | | | | | | |
| Nov 97 | | | | | | | | | | |
| Dec 97 | | | | | | | | | | |

(Continued on the following page)

¹¹ An individual participates in an E&T component when he or she reports to an assigned E&T component.

¹² Definitions for the components are on page 6 following this table.

¹³ The “other” categories should only be used if your State’s Food Stamp E&T components are not listed.

III. Monthly Participation¹¹ in Food Stamp Employment and Training By Component¹² (continued)

| Month and Year | Number of Food Stamp Recipients Participating In: | | | | | | | | | |
|----------------|---|---------------------|----------|-----------------|-----------|---------------------|-------------------------------------|--------------------------|--------------------------------------|--------------------------------------|
| | Job Search | Job Search Training | Workfare | Work Experience | Education | Vocational Training | Job Training Partnership Act (JTPA) | Self-Employment Training | Other (please specify) ¹³ | Other (please specify) ¹² |
| Jan 98 | | | | | | | | | | |
| Feb 98 | | | | | | | | | | |
| Mar 98 | | | | | | | | | | |
| Apr 98 | | | | | | | | | | |
| May 98 | | | | | | | | | | |
| June 98 | | | | | | | | | | |
| July 98 | | | | | | | | | | |
| Aug 98 | | | | | | | | | | |
| Sep 98 | | | | | | | | | | |
| Oct 98 | | | | | | | | | | |
| Nov 98 | | | | | | | | | | |
| Dec 98 | | | | | | | | | | |
| Jan 99 | | | | | | | | | | |
| Feb 99 | | | | | | | | | | |
| Mar 99 | | | | | | | | | | |

¹¹ An individual participates in an E&T component when he or she reports to an assigned E&T component.

¹² Definitions for the components are on page 6 following this table.

¹³ The “other” categories should only be used if your State’s Food Stamp E&T components are not listed.

Definitions for Table III, “Monthly Participation in Food Stamp Employment and Training By Component”

Job Search — A component that requires participants to make a pre-determined number of inquiries to prospective employers over a specified period of time. The component may be designed so that the participant conducts his/her job search independently or within a group setting.

Job Search Training — A component designed to enhance the job readiness of participants by providing instruction in job seeking techniques and increasing motivation and self-confidence. The component may consist of job skills assessments, job finding clubs, job placement services or other direct training activities to support job search. The job search training component may combine job search activities with other training and support activities.

Workfare — A work component in which food stamp recipients perform work in a public service capacity as a condition of eligibility. In lieu of wages, workfare participants receive compensation in the form of their household’s monthly coupon allotment. **NOTE:** States operating an optional workfare program under Section 20(E) of the Food Stamp Act should include participants in that program in this column.

Work Experience — A work component designed to improve the employability of participants through actual work experience. Participants learn trade/business skills from individual(s) already trained and skilled in the field. Placements can be in public and/or private sector entities.

Education — A component that provides educational programs or activities to improve basic skills or otherwise improve employability. Such programs include Adult Basic Education (ABE), basic literacy, English as a Second Language (ESL), high school equivalency (GED), and post-secondary education.

Vocational Training — A component that improves the employability of participants by providing training in a skill or trade allowing the participant to move directly into employment.

Job Training Partnership Act (JTPA) — Job-training services developed, managed, and administered by State and local governments and the business community under the Job Training Partnership Act. Activities include basic skills training (e.g., GED, literacy), occupational skills training, on-the-job training, work experience, job search assistance, and basic readjustment services.

Self-Employment Training — A component that improves the employability of participants by providing training in setting up and operating a small business or other self-employment venture.

Source: Program Design Branch. Handbook on Preparing State Plans for Food Stamp Employment and Training Programs. U.S. Department of Agriculture, Food and Nutrition Service, Program Development Division. July 1998.

OMB Disclosure Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0536-0047. The time required to complete this information collection is estimated to average 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.