



FAMILY INDEPENDENCE ADMINISTRATION


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POLICY BULLETIN #13-102-OPE (This Policy Bulletin Replaces PB #13-09-OPE)

MAILING TO SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) PARTICIPANTS REGARDING THE SNAP EMPLOYMENT AND TRAINING (E&T) VENTURE PROGRAM

Date: November 27, 2013	Subtopics: Mailing, Forms
<p> This procedure can now be accessed on the FIAweb.</p> <p>Cases not included in the mailing</p>	<p>Revision to the Policy Bulletin:</p> <p>This policy bulletin has been revised to update the SNAP E&T Venture Provider Directory.</p> <p>Purpose:</p> <p>The purpose of this policy bulletin is to inform staff at Non Cash Assistance (NCA) Supplemental Nutrition Assistance Program (SNAP) Centers about a mailing that will be sent to SNAP participants between the ages of 16 and 59 who have an employment status code of WA (Work registration required – ABAWD exempt) or WE (Work registration exempt).</p> <p>The mailing will not include individuals between the ages of 16 and 59 who have an employment status code of WE who are exempt from work registration because they are considered disabled (aged/disabled indicator of X on the individual’s line in the WMS budget) or are exempt from work registration because they are employed for at least 30 hours per week or have weekly earnings of at least 30 x the federal hourly minimum wage.</p> <p>The mailing contains a notice, entitled Important Notice To Supplemental Nutrition Assistance Program (SNAP) Participants (FIA-1062). The notice informs the participants about the SNAP Employment and Training (E&T) Venture Program that offers free employment-focused education and training services to assist them in finding employment.</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?
Call 718-557-1313 then press 3 at the prompt followed by 1 or
send an e-mail to *FIA Call Center Fax* or fax to: (917) 639-0298

Attachment A has been revised.

The mailing also includes a directory, entitled “SNAP E&T Venture Provider Directory” (**Attachment A**) that lists the organizations that are participating in the SNAP E&T Venture Program. These organizations specialize in assisting targeted groups of individuals in acquiring skills needed to find work in various industries.

Upon receipt of the **FIA-1062** and **Attachment A**, the participant can decide which vendor he/she would like to work with.

After the participant contacts and meets with the selected vendor, the vendor will enroll the participant in the SNAP E&T Venture Program and have the participant sign the Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) Venture Enrollment and Consent Form (**FIA-1063**).

The **FIA-1063** informs the participant that he/she has been enrolled with a particular vendor whose services are intended to allow him/her to secure and maintain employment. In addition, the **FIA-1063** has a consent section that informs the participant that the Human Resources Administration (HRA) and the Venture Program provider will, upon his/her consent, share information. If the participant agrees to the sharing of information, he/she must sign the consent section of the form.

During the initial phase of the Venture Program, the program provider will fax signed copies of the **FIA-1063** to Employment and Contract Services (ECS), which will be responsible for scanning and indexing the form into the HRA OneViewer.

If the participant elects not to sign the **FIA-1063** consent form, he/she will not be eligible to participate in the SNAP E&T Venture Program.

If the participant secures employment as a result of the SNAP E&T Venture Program, the program provider will complete the SNAP Employment Declaration (**W-100J**) and fax it to ECS which will scan and index the form into the “**Change in Hours/Wages**” worklist that will be worked on by staff at the Special Projects Change Center (S25).

A sample of the revised SNAP E&T Venture Provider Directory is attached.

Effective immediately

☞ Please use Print on Demand to obtain copies of forms.

Attachments:

- Attachment A** SNAP E&T Venture Provider Directory
- FIA-1062 (E)** Important Notice To Supplemental Nutrition Assistance Program (SNAP) Participants (Rev. 2/8/13)
- FIA-1062 (S)** Important Notice To Supplemental Nutrition Assistance Program (SNAP) Participants (Spanish) (Rev. 2/8/13)
- FIA-1063 (E)** Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) Venture Enrollment and Consent Form (Rev. 2/8/13)
- FIA-1063 (S)** Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) Venture Enrollment and Consent Form (Spanish) (Rev. 2/8/13)

SNAP E&T VENTURE PROVIDER DIRECTORY

Organization	Target Population	Industries/Jobs	Address	Telephone	Hours of Operation
Agudath Israel of America Community Services	<ul style="list-style-type: none"> Immigrants with limited English proficiency 	<ul style="list-style-type: none"> ESL classes 	225 Broadway New York, NY 10007	(212) 809-5935 ext. 301	Monday to Thursday: 9:30 AM to 5:30 PM Friday: 9:30 AM to 1:00 PM
Bedford Stuyvesant Restoration Corporation (CWE Consortium)	<ul style="list-style-type: none"> Adults (over 18) Veterans 	<ul style="list-style-type: none"> Adult Basic Education GED/ESL Basic Computer Literacy Microsoft Certification, Computer Repair Administrative Assistant/ Office Support Security Medical Billing Retail Food Service Home Health Aide 	1406 Fulton Street Brooklyn, NY 11216 Note: located inside Restoration Plaza (across from Duane Reade)	(718) 636-6994	Monday, Wednesday, Friday: 9:00 AM to 5:00 PM Tuesday and Thursday: 9:00 AM to 8:00 PM
Business Center Outreach Network, Inc. (Venture III provider & CWE Consortium)	<ul style="list-style-type: none"> Adults (over 18) Limited English proficiency Low income individuals, unemployed/underemployed 	<ul style="list-style-type: none"> Child Care Assistant Biodiesel Depot Helper 	85 South Oxford Street, 2nd fl. Brooklyn, NY 11217	(718) 624-9115	Monday to Friday 9:30 AM to 5:30 PM
CAMBA, Inc.	<ul style="list-style-type: none"> Unemployed/under employed adults and parents Young adults (18-24) 	<ul style="list-style-type: none"> Security Customer service 	2211 Church Avenue Brooklyn, NY 11230	(718) 282-0108	Monday to Friday: 9:00 AM to 5:00 PM
Center for Employment Opportunities, Inc.	<ul style="list-style-type: none"> Formerly incarcerated individuals currently on New York State parole 	<ul style="list-style-type: none"> Warehouse operations Construction: OSHA certification 	32 Broadway New York, NY 10004	(212) 422-4430 ext.203	Monday to Friday: 9:00 AM to 5:00 PM
Central Queens YM & YWHA	<ul style="list-style-type: none"> Unemployed/under employed parents Out of school youth (16-24) Limited English proficiency (Arabic, Chinese, Georgian, Russian, Spanish) 	<ul style="list-style-type: none"> Emergency Medical Technician Pharmacy Technician CNA Home Health Aide Medical Billing Certified Security Guard GED 	67-09 108th Street Forest Hills, NY 11375	(718) 268-5011 ext. 168	Monday to Friday: 9:00 AM to 9:00 PM

Attachment A

Organization	Target Population	Industries/Jobs	Address	Telephone	Hours of Operation
Chinatown Manpower Project, Inc.	<ul style="list-style-type: none"> • Immigrants with limited English proficiency • Young adults (19-21) 	<ul style="list-style-type: none"> • Bookkeeping • Nursing Assistant • Home Health Aide • ESL 	70 Mulberry Street, 3rd fl. New York, NY 10013 37-43-77th Street, 2nd fl. Jackson Heights, NY 11372 35-56 159 Street, Flushing, NY 11358	(212) 571-1690 (Manhattan) (718) 478-3848 (Jackson Heights) (718) 939-6137 (Flushing)	Monday to Friday: 9:00 AM to 5:00 PM
East Harlem Employment Services d/b/a STRIVE	<ul style="list-style-type: none"> • Ex-offenders • Non-custodial fathers 	<ul style="list-style-type: none"> • Green construction • Office/Administrative Support • Customer Service 	240 East 123rd Street, 3rd fl. New York, NY 10035	(212) 360-1100	Monday to Friday: 9:00 AM to 5:00 PM
East River Development Alliance d/b/a Urban Upbound (CWE Consortium)	<ul style="list-style-type: none"> • Unemployed adults (over 18) 	<ul style="list-style-type: none"> • Job readiness • General labor • Office administration/ support • Retail • Direct Care Work • Human Resources (all industries) 	38-81 13th Street, Long Island City, NY 11101	(718) 784-0877 ext. 6	Monday to Friday: 9:00 AM to 5:00 PM
Edith and Carl Marks Jewish Community House of Bensonhurst	<ul style="list-style-type: none"> • Immigrants with limited English proficiency • Young adults (16-24) • Unemployed/under employed individuals 	<ul style="list-style-type: none"> • Certified Home Health Aide (HHA) • Medical Billing and Coding • Accounting/QuickBooks • Computer/Excel • Executive Secretary 	2164 78th Street, Cellar Room 1, Brooklyn, NY 11214	(718) 943-6306	Monday to Thursday: 9:00 AM to 5:00 PM Friday: 9:00 AM to 3:00PM
El Barrios Operation Fight Back Inc.	<ul style="list-style-type: none"> • Limited English proficiency (Spanish) • Unemployed/under employed parents 	<ul style="list-style-type: none"> • Certified Home Health Aide 	413 East 120th Street, Suite 401 New York, NY 10035	(212) 427-7080 ext. 126	Monday to Friday: 9:00 AM to 5:00 PM
Exodus Transitional Community, Inc. (CWE Consortium)	<ul style="list-style-type: none"> • Eligible youth • Underemployed • Ex-offenders 	<ul style="list-style-type: none"> • Job readiness • Food Service • Hospitality • Retail • Customer Service • Maintenance • Office Manager 	2271 3rd Avenue, 2nd fl. New York, NY 10035	(917) 492-0990 ext. 211	Monday to Friday 8:45 AM to 4:45 PM

Attachment A

Organization	Target Population	Industries/Jobs	Address	Telephone	Hours of Operation
Federation Employment and Guidance Services (FEGS)	<ul style="list-style-type: none"> • Ex-offenders • Substance abuse history • Low literacy, limited English • Young adults (16-24) • Non-custodial parents • Unemployed/underemployed 	<ul style="list-style-type: none"> • ABE / ASE • GED preparation • Internships • Job readiness • Employment assistance • College access services 	412-424 East 147th Street, 4th fl. Bronx, NY 10455	(718) 742-3506	Walk-in intake every Thursday at 1:00 PM. Program operates Monday to Thursday: 9:00 AM to 7:00 PM Friday: 9:00 AM to 5:00 PM.
Henry Street Settlement	<ul style="list-style-type: none"> • NYC residents and adults (over 18) 	<ul style="list-style-type: none"> • Maintenance, security, hospitality / food service, retail 	99 Essex Street, 3rd fl. New York, NY 10002	(212) 478-5400.	Monday to Friday: 9:00 AM to 6:00 PM
Highbridge Community Life Center, Inc.	<ul style="list-style-type: none"> • Unemployed/under employed parents • Young adults (18-24) • Limited English proficiency • Individuals without a High School Diploma 	<ul style="list-style-type: none"> • Nurse Aide training • Phlebotomy, EKG, Patient Care Technician • GED • ABE / ESL 	1438 Ogden Avenue Bronx, NY 10452	(646) 393-9533	Monday to Friday: 9:00 AM to 8:00 PM
Jewish Community Council of Greater Coney Island, Inc.	<ul style="list-style-type: none"> • Recent Immigrants • Limited English proficiency • SNAP Recipients 	<ul style="list-style-type: none"> • General Office work • Bookkeeping – QuickBooks, Microsoft Word • Real Estate Sales 	3001 West 37th Street Brooklyn, NY 11224-1479	(718) 449-5000 (646) 265-9201	Monday to Thursday: 9:00 AM to 5:00 PM Friday: 9:00 AM to 1:00 PM And by appointment
Kingsborough Community College	<ul style="list-style-type: none"> • Limited English proficiency • Unemployed/underemployed parents • Young adults (18-24) • Ex-offenders 	<ul style="list-style-type: none"> • Healthcare – CCMA, EKG, Phlebotomy, CNA • Medical billing • EMT • Pharmacy Technician • Accounting • PCT for CNA 	2001 Oriental Blvd, Room T-231 Brooklyn, NY 11235	(718) 368-4870 ext. 5268	Office hours: Monday to Friday: 9:00 AM to 5:00 PM Program hours: Monday to Thursday: 9:00 AM to 10:00 AM Friday to Sunday: 9:00 AM to 5:00 PM
LaGuardia Community College	<ul style="list-style-type: none"> • English language learners • Immigrant nurses 	<ul style="list-style-type: none"> • Home Health Aide • Registered Nurses (licensed in home countries) 	29-10 Thomson Avenue Center for Immigrant Education & Training,	(718) 482-5460	Office hours: Monday to Thursday: 10:30 AM to 6:30 PM

Attachment A

Organization	Target Population	Industries/Jobs	Address	Telephone	Hours of Operation
			Room C-239 East Long Island City, NY 11101		
LEAP, Inc. d/b/a Brooklyn Workforce Innovations	<ul style="list-style-type: none"> • Ex-offenders • Substance abuse history • Young adults (21-24) • Veterans • Unemployed/ under employed adults 	<ul style="list-style-type: none"> • Network cable installation • CDL (commercial driver) • Woodworking • Security • Production Assistant training 	621 Degraw Street Brooklyn, NY 11217 151 5th Avenue Brooklyn, NY 11217 125 8th Street Brooklyn, NY 11215	Cable installation: (718) 237-2017 Extension 149 CDL Program (718) 237-4846 Woodworking (718) 389-3636	Monday to Friday: 9:00 AM to 5:00 PM
Long Beach Adult Learning Center	<ul style="list-style-type: none"> • Unemployed/underemployed adults • Adults without a high school diploma • Young adults (18-24) • Limited English proficiency 	<ul style="list-style-type: none"> • Medical • Food service • Technology • ESOL / GED • EDP high school diploma program 	500 Centre Street Long Beach, NY 11561	(516) 889-5575	Monday to Friday: 9:00 AM to 2:00 PM Monday to Wednesday: 6:30 PM to 9:30 PM
Lutheran Family Health Center	<ul style="list-style-type: none"> • Limited English proficiency • Eligible youth (16-24) • Individuals with history of work limitations 	<ul style="list-style-type: none"> • Child Development Associate • Community Health Worker • Culinary Arts Certificate • Food Services Certificate • Manufacturing 	6025 6th Avenue Brooklyn, NY 11220	(718) 630-7266	Monday to Friday: 9:00 AM to 5:00 PM
Manhattan Educational Opportunity Center – Borough of Manhattan Community College	<ul style="list-style-type: none"> • Unemployed/underemployed • Low literacy • No high school diploma • English Language Learning (2014) 	<ul style="list-style-type: none"> • Computer Technician • Nonprofit/Administrative Assistant • Security • Home Health Aide • CNA • Electronic Health Records 	Adam Clayton Powell State Office Building 163 West 125th Street New York, NY 10027	(212) 961-4049	Monday to Thursday: 9:00 AM to 8:00 PM Friday: 9:00 AM to 5:00PM Fall/Spring: Limited Saturdays
New York Urban League (CWE Consortium)	<ul style="list-style-type: none"> • Dislocated workers • Underemployed • Adults (18+) 	<ul style="list-style-type: none"> • Retail Management and Operations Certification 	3008 Eastchester Road Bronx, NY 10469	(718) 944-3734	Monday to Friday: 9:30 AM to 5:30 PM

Attachment A

Organization	Target Population	Industries/Jobs	Address	Telephone	Hours of Operation
Northern Manhattan Improvement Corporation	<ul style="list-style-type: none"> SNAP Recipients 	<ul style="list-style-type: none"> Construction Building maintenance and repair Home Health Aide 	76 Wadsworth Avenue New York, NY 10033	(212) 822-8359	Monday to Friday: 9:00 AM to 5:00 PM
Opportunities for a Better Tomorrow	<ul style="list-style-type: none"> Unemployed/under employed adults (19+) 	<ul style="list-style-type: none"> Home Health Aide 	280 Wyckoff Avenue Brooklyn, NY 11237	(718) 381-3222	Monday to Friday: 9:00 AM to 4:00 PM
Paraprofessional Healthcare Institute, Inc.	<ul style="list-style-type: none"> Unemployed/under employed adults (18+) 	<ul style="list-style-type: none"> Home care industry: Home Health Aide Jobs 	400 East Fordham Road, 11th fl. Bronx, NY 10458.	(718) 993-7104 ext 4129	Monday to Friday: 9:00 AM to 5:00 PM
Per Scholas	<ul style="list-style-type: none"> NYC Residents Adults (19+) Minimum education requirements: high school diploma or GED Minimum TABE assessment (administered onsite) of 10.0 on math and reading Interest in learning about information technology 	<ul style="list-style-type: none"> Information technology Typical positions: Helpdesk analyst, network engineer, technology driver, cable installer, support specialist, and software tester 	804 East 138th Street, 2nd fl. Bronx, NY 10454	(718) 585-4945	Monday to Friday: 9:00 AM to 6:00 PM Potential students should attend a walk-in information session held Monday to Friday at 9:00 AM
Research Foundation of CUNY / Bronx Community College / Bronx EOC	<ul style="list-style-type: none"> Low income Unemployed/underemployed Low literacy Limited English proficiency Individuals without a high school diploma 	<ul style="list-style-type: none"> Adult Basic Education ESL Pre-GED GED Preparation Direct Support Professional (DSP) Medical Assistant (MA) Job Placement Services for our Graduates 	1666 Bathgate Avenue Bronx, NY 10457	(718) 530-7039 (718) 530-7002	Monday to Friday: 8:00 AM to 6:00 PM Classes: Monday to Friday: 9:00 AM to 5:00 PM
Research Foundation of SUNY / Brooklyn Community College / Brooklyn EOC	<ul style="list-style-type: none"> Underemployed/unemployed Individuals without a high school diploma Substance abuse history Work limitation Limited English proficiency Ex-offenders Homeless Eligible youth and adults 16 years of age and older 	<ul style="list-style-type: none"> Medical Assisting Medical E-Records and Office Administration Hospitality Operations and Management Skills & Employment Training Beginning GED Pre-GED GED Preparation ESOL 	111 Livingston Street Brooklyn, NY 11201 (entrance on Boerum Place)	(718) 802-3300 (General Number) (718) 802-3358 (Admissions Office)	Monday – Friday: 9 am – 5 pm Evening classes offered Monday, Wednesday & Friday: 6:00 pm – 9:00 pm

Attachment A

Organization	Target Population	Industries/Jobs	Address	Telephone	Hours of Operation
Restaurant Opportunities Center of New York	<ul style="list-style-type: none"> • Skilled Individuals • Survivors of Domestic Violence • Veterans • Formerly Incarcerated • Former Food Service Workers • Participation in SNAP and/or receiving Safety Net Assistance 	<ul style="list-style-type: none"> • Restaurant/Hospitality 	275 Seventh Avenue Suite 1703 New York, NY 10001	212-343-1771	Monday to Friday 9:30am - 6:00pm, except Tuesdays 9:30am – 4:00pm
Ridgewood Bushwick Senior Citizens Council Community Empowerment Center	<ul style="list-style-type: none"> • Adults (18+) 	<ul style="list-style-type: none"> • Security • Home Health Aide • CNA 	90 Beaver Street Brooklyn, NY 11206	(718) 366-4300 Ext. 1607	Monday to Friday: 9:00 AM to 5:00 PM
Riverside Language Program	<ul style="list-style-type: none"> • Recently arrived and documented adult immigrants, refugees, applicants for political asylum, and permanent residence 	<ul style="list-style-type: none"> • Intensive ESOL and world of work preparation 	91 Claremont Avenue New York, NY Note: between Broadway and Riverside Drive, between West 120th and 122nd Streets, in Riverside Church	(212) 662-3200 Ext. 0	Monday to Friday: 9:00 AM to 5:00 PM
St. Nicks Alliance	<ul style="list-style-type: none"> • Individuals with limited formal education or low educational achievement • Low literacy • Adults (22+) 	<ul style="list-style-type: none"> • Environmental Remediation Technician (ERT): Environmental/Construction/Hazardous Waste Removal • Commercial Truck Driver License Class B (CDL/Bus/Truck Driver/Paratransit Worker) • Integrated Pest Control Management/Technician/Exterminator 	790 Broadway, 2nd fl. Brooklyn, NY 11206	(718) 302-2057	Monday to Thursday: 9:00 AM to 9:00 PM Friday: 9:00 AM to 5:00 PM
The Fortune Society	<ul style="list-style-type: none"> • Ex-offenders 	<ul style="list-style-type: none"> • Green construction • Building performance • Environmental remediation 	29-76 Northern Blvd. Long Island City, NY 11101	(347) 510-3439 (347) 510-3687 (718) 517-7943	Monday to Friday: 9:00 AM to 5:00 PM

Attachment A

Organization	Target Population	Industries/Jobs	Address	Telephone	Hours of Operation
The HOPE Program (CWE Consortium)	<ul style="list-style-type: none"> • Unemployed/underemployed 	<ul style="list-style-type: none"> • Building services • Retail • Healthcare • Food service 	1 Smith Street, 4th fl. Brooklyn, NY 11201	(718) 852-9307	Monday to Friday: 9:00 AM to 5:00 PM
Year Up, Inc.	<ul style="list-style-type: none"> • Disconnected young adults unemployed/underemployed (18-24) • High School diploma/ GED holders 	<ul style="list-style-type: none"> • IT Helpdesk Technician • Financial operations analyst • Quality Assurance software tester 	55 Exchange Place New York, NY 10005 9 Dekalb Avenue Brooklyn, NY 11201	(212) 785-3340 Ask for Andre Gomez	Monday to Friday: 8:30 AM to 6:00 PM

Date: _____
Case Number: _____
Case Name: _____
SNAP Center: _____

Important Notice To Supplemental Nutrition Assistance Program (SNAP) Participants

We are pleased to inform you about the opportunity to receive **free** employment-focused education and training services through the Supplemental Nutritional Assistance Program Employment and Training (SNAP E and T) Venture Program.

This program provides services that will help you gain skills that employers seek in today's job market. Various organizations throughout New York City have been selected to provide Supplemental Nutritional Assistance Program (SNAP E and T) participants like you, these opportunities.

All you have to do to take advantage of these **free** services is to visit one of the many participating organizations listed on the attached SNAP E and T Venture Provider Directory. Many of these organizations specialize in assisting targeted groups of individuals (e.g., young adults and unemployed/underemployed parents) and targeted industries of employment (e.g. construction and healthcare).

If you have any questions about the services provided by any of the organizations on the attached directory, you may call them directly or visit them during their hours of operation. When you contact any of the participating organizations, please tell them that you are interested in the **SNAP E and T Venture Program** and that you are currently receiving Supplemental Nutritional Assistance Program (SNAP) benefits.

Fecha: _____
Número del Caso: _____
Nombre del Caso: _____
Centro de SNAP: _____

Aviso Importante A los Participantes del Programa de Asistencia de Nutrición Suplementaria (SNAP)

Nos complace informarle de la oportunidad de recibir servicios **gratuitos** de educación y capacitación mediante el Programa de "Venture" de Empleo y Capacitación del Programa de Asistencia de Nutrición Suplementaria (Supplemental Nutrition Assistance Program Employment and Training [SNAP E and T] Venture Program).

Este programa brinda servicios que le ayudarán a adquirir aptitudes que los empleadores necesitan en el actual mercado laboral. Varias organizaciones en toda la Ciudad de Nueva York han sido seleccionadas para brindar estas oportunidades a todos los participantes como usted, del Programa de Asistencia de Nutrición Suplementaria (SNAP).

Lo único que le toca hacer a usted para aprovecharse de estos servicios **gratuitos** es visitar una de las varias organizaciones participantes listadas en el adjunto Directorio de SNAP E and T de Proveedores de "Venture" (SNAP E and T Venture Provider Directory). Muchas de estas organizaciones se especializan en asistencia a grupos específicos (p.ej., jóvenes adultos y padres/madres desempleados/subempleados) e industrias específicas de empleo (p.ej., construcción y atención de salud).

Si usted tiene cualquier pregunta sobre los servicios brindados por cualquier de las organizaciones en el directorio adjunto, puede llamarlas directamente o visitarlas durante horas laborables. Al comunicarse con cualquier de las organizaciones participantes, favor de indicar que usted está interesado(a) en el Programa de "Venture" para SNAP E and T (**SNAP E and T Venture Program**) y que usted actualmente recibe beneficios del Programa de Asistencia de Nutrición Suplementaria (SNAP).

Date: _____

Case Number: _____

Case Name: _____

SNAP Center: _____

Supplemental Nutrition Assistance Program Employment and Training (SNAP E and T) Venture Enrollment and Consent Form

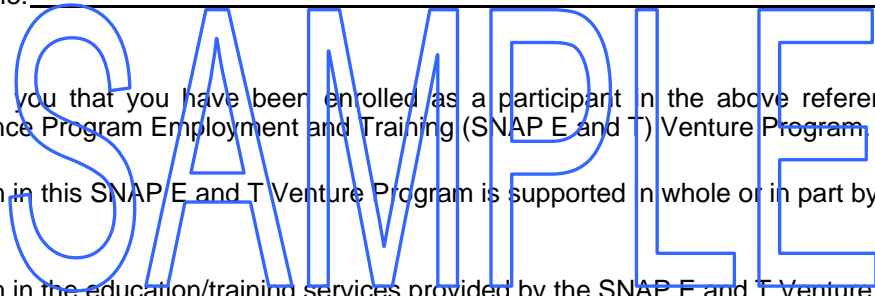
Provider/Program Name: _____

Participant's Name: _____

This is to inform you that you have been enrolled as a participant in the above referenced Supplemental Nutrition Assistance Program Employment and Training (SNAP E and T) Venture Program.

Your participation in this SNAP E and T Venture Program is supported in whole or in part by federal SNAP E and T funds.

Your participation in the education/training services provided by the SNAP E and T Venture provider is intended to help you gain skills that will improve your ability to secure and/or maintain employment.



****Important Consent Information – Please Read and Sign Below****

I give my consent and fully understand that the Human Resources Administration (HRA) will provide to _____ (Contractor) limited participant-identifiable information and data about me for

verification of my identification, eligibility for the SNAP E and T Venture Program, and my employment status, as well as for tracking and follow-up purposes. This data may include my name, address, telephone number, the last four digits of my Social Security number, my SNAP Case status, and related recertification dates.

I understand that any changes in my employment status and/or income that occur during or after my participation in this program will be reported to HRA by the training provider and could result in changes to my current SNAP or Cash Assistance benefits.

I also understand that I must report to HRA changes in my employment status and/or income in accordance with SNAP reporting requirements.

I also understand that if I elect to not sign the consent form, I will not be eligible to participate in the SNAP E and T Venture Program until such time that I agree to sign the consent form.

Participant's Signature

Date

Fecha: _____
Número de Caso: _____
Nombre del Caso: _____
Centro de SNAP: _____

Formulario de Consentimiento e Inscripción del Programa de "Venture" para el Programa de Asistencia de Nutrición Suplementaria de Empleo y Capacitación (SNAP E y C)

Proveedor/Nombre del Programa: _____

Nombre del Participante: _____

El presente es para informarle que usted ha sido inscrito(a) como participante en el antedicho Programa de "Venture" para el Programa de Asistencia de Nutrición Suplementaria para Empleo y Capacitación (SNAP E y C).

Su participación en este Programa de "Venture" para SNAP E y C es financiada del todo o en parte por los fondos federales de SNAP E y C.

Su participación en los servicios de capacitación/educación proporcionados por el Programa de "Venture" para SNAP E y C tiene el propósito de ayudarlo a obtener aptitudes que le ayuden a mejorar su capacidad de asegurar y/o mantener empleo.

****Información Importante de Consentimiento – Favor de Leer y Firmar Más Abajo****

Doy mi consentimiento y entiendo plenamente que la Administración de Recursos Humanos (Human Resources Administration – HRA) proveerá a _____ (Contratista) información limitada identificable sobre el participante y datos míos propios para comprobar mi identidad, elegibilidad para el Programa de "Venture" para SNAP E y C, y mi estado de empleo, al igual que para efectos de seguimiento. Estos datos pueden incluir mi nombre, dirección, número de teléfono, los últimos cuatro dígitos de mi número de Seguro Social, el estado de mi caso de SNAP, y fechas relacionadas con recertificación.

Entiendo que cualquier cambio en mi estado de empleo y/o ingreso que ocurran durante o después de mi participación en este programa serán reportados a la HRA por el proveedor de capacitación y pueden resultar en cambios a mis beneficios actuales de SNAP o Asistencia en Efectivo.

Entiendo además que debo reportar a la HRA cambios en mi estado de empleo y/o ingreso conforme a los requisitos de seguimiento de SNAP.

Entiendo además que si opto por no firmar el formulario de consentimiento, no seré elegible para participar en el Programa de "Venture" para SNAP E y C hasta que acuerdo firmar el formulario de consentimiento.

Firma del Participante

Fecha