

ABAWD Policy Implementation

Desk Reference

BASICS of ABAWD Policy

- Able-bodied adults without dependents are ABAWDs. Individuals with children in the budgetary unit or who are mentally or physically unfit for work are not considered ABAWDs.
- ABAWDs may qualify for a maximum of three months of Nutrition Assistance in a 36 month period unless they are complying with work requirements or are otherwise exempt (see next page for exemption codes). Only full months are counted toward the 3 month limit. For example, if a customer is certified the second week of December, December will not be counted toward the 3 months, since it would not be a full month of benefits.
- ABAWD time limits will be implemented in the following counties on the following dates:
 - ⇒ Maricopa (except Apache Junction) — January 1, 2016 (January will be the first countable month toward the 3 month limit.)
 - ⇒ Pima — April 1, 2016 (April will be the first countable month toward the 3 month limit for newly approved applications. Existing customers will begin countable months upon recertification.)
 - ⇒ Yavapai — (July will be the first countable month toward the 3 month limit for newly approved applications. Existing customers will begin countable months upon recertification.)

Who Needs to Comply with ABAWD Work Requirements?

A person with no dependents, who is not mentally or physically unfit for work, is between the ages of 18-49, and is not otherwise exempt (See exemption codes and definitions on the reverse side of this document) would receive a code of NE in WERE and RA in WORW and would be required to comply to receive a fourth month of NA benefits. These individuals will be provided with a copy of the ABAWD Participation and Referral and will be referred to SNA E&T for compliance. SNA E&T will monitor these individuals for compliance and will send alerts when they become compliant and when they are no longer compliant.

Keying Compliance and Non-Compliance

- Key compliance as directed in the table on the second page of this document.
- Noncompliance should be keyed using the AB Denial or Closure Reason Code when the budgetary unit is limited to the ABAWD.
- When the Budgetary Unit contains other members, the ABAWD participant's code needs to be changed from IN to DI on SEPA.

Ways to Comply with Work Requirements

- Be working 80 hours monthly, or
- Register and participate in 80 hours per month of job search or training with SNA E&T (See below for locations and contact information).

* Work requirement questions should be directed to SNA E&T staff.*

SNA E&T Locations:

120 W. First Ave., Mesa, Arizona 85210
6010 N. 57th Dr., Glendale, Arizona
85301

3150 E. Union Hills Dr., Phoenix, Arizona
85050

1824 E. McKinley St., Phoenix, Arizona
85006

290 E. La Canada, Avondale, Arizona
85323

11526 W. Bell Rd., Surprise, Arizona
85374

1455 S. Alvernon Way, Tucson, Arizona
85711

316 W. Ft. Lowell Rd., Tucson, Arizona
85705

195 W. Irvington, Tucson, Arizona
85714

ABAWD Exemption Codes

Exemption Code for WERE	Definition
PC	Individual is participating in SNA E &T or other jobs program
EM	Individual is employed more than 80 hours per month averaged monthly
EV	Individual is working 80 hours per month as a volunteer or in any combination of types of work
None needed	Individual is not between the ages of 18-49
CH	Lives with a minor child (under 18 years old), who is a member of the NA budgetary unit, even if they are not eligible for NA.
DI	<ul style="list-style-type: none"> • Disability (either obvious or certified by a medical professional) • Unfit for employment, either temporarily or permanently • Receipt of SSI. • Chronic homelessness. • Victim of domestic violence
GE	Geographically exempt (lives in an exempt county, on a reservation, or in Apache Junction)
NC	Caretaker for an incapacitated person
DR	Participant is receiving treatment in a drug/alcohol rehabilitation program
PG	Participant is pregnant (any trimester)
ST	Participant is a student attending at least half time
UI	Receipt or application of Unemployment Insurance
WN	Mandatory Jobs or Tribal NEW participant
RF	Refugee Resettlement Program participant
TB	Transitional Benefit Assistance Exemption
MS	Migrant or Seasonal Farmworker Exemption
WERE—NE WORW—RA	No exemption. This participant will be referred to SNA E&T.