



POLICY CHANGE ALERT #16-009F

TITLE: ABAWD WORK REQUIREMENTS

ISSUE DATE: 03/02/2016

EFFECTIVE DATE: EFFECTIVE IMMEDIATELY

Summary

Programs Impacted: NA

This Policy Change Alert (PCA) is being issued to inform staff of changes made to ABAWD work requirements policy. Able bodied adults without dependents (ABAWDs) are currently limited to three full months of Nutrition Assistance (NA) benefits unless they are complying with ABAWD work requirements, qualify for an exemption, or participate in an employment and training program.

The ABAWD Work requirements have been changed in the following ways:

- Ways to meet the work requirement have been expanded to exempt participants who earn 30 times the federal minimum wage weekly, regardless of the number of hours worked.
- Clarifies that what qualifies as work can be paid work, self-employment, volunteer work, in-kind work, or any combination of these types of work.
- Ways to meet the work requirement now include working in any combination of types of allowable work for a total of 80 hours per month or more.
- A good cause exception has been added to allow some flexibility for temporary reasons for not meeting the work requirement, or the employment and training requirement.

For each employment exemption reason, participants must report when their work hours are reduced to less than 80 **hours** per month. This change must be reported by the date considered timely under their assigned reporting requirements.

Revision Details

The FAA Policy Manual will be updated to include the information in this Policy Change Alert during one of the next bimonthly revisions. Until then, an alert will be placed in each revised section with a link to this document as a reminder of the policy change.

POLICY REFERENCE: FAA2.P10A – ABAWD - WORK REQUIREMENTS

Compliance with ABAWD work requirements means that the participant meets one of the following:

- Work 80 hours per month. **This includes any combination of paid work, self-employment, volunteer work, or in-kind work.**

NOTE: In-kind work is defined as work in exchange for food, rent, or other needs.



POLICY CHANGE ALERT #16-009F

Key EM in the WERE EXPT RSN FS field for paid, in-kind, and self-employment.

Key EV in the WERE EXPT FS field for volunteer work.

- **Work in which the weekly earnings equal the Federal minimum wage multiplied by 30 hours, regardless of the number of hours worked.**

Key EM in the WERE EXPT RSN FS field.

- **Participate and comply for 80 or more hours per month in job search or job search training with one of the following programs:**

SNAP Employment and Training (SNA E&T)

Workforce Innovation and Opportunity Act (WIOA)

Trade Adjustment Assistance Act (TAA)

The SNA E&T Program will coordinate work requirement verification with the WIOA and TAA programs.

Key PC in the WERE EXPT RSN FS field when alerts are received from SNA E &T.

- **Participants can combine work and employment and training activities, including job search and job search training to meet the 80 hour requirement.**

If the participant's work hours fall below 80 hours per month, it is their responsibility to report the change in accordance with reporting requirements.

POLICY REFERENCE: FAA2.P10A.01—GOOD CAUSE EXCEPTION

If an individual would have worked 80 hours per month but missed some work for good cause, the individual is considered to have met the work requirement if the absence from work is temporary and the individual retains his or her job.



POLICY CHANGE ALERT #16-009F

Good cause includes circumstances beyond the individual's control, such as, but not limited to:

- **Illness**
- **Illness of another household member requiring the presence of the member**
- **A household emergency**
- **The unavailability of transportation**
- **Natural disasters**

Key EV in the WERE EXPT RSN FS field.

The reason for good cause does not need to be verified unless it is questionable. Verify that the participant remains employed.

Please contact the FAA Policy Support Team by phone at **(602) 774-5523** or by e-mail at **FAAPolicyMgmt@azdes.gov** with any questions or concerns regarding this broadcast.

Please consider the environment before printing this broadcast.

(16-0239)