




## Division of Family and Children Services

### FOOD STAMP PROGRAM MANUAL TRANSMITTAL NO. 53

**TO:** OFI District Management, County Department of Family and Children Services, State Office Staff

**FROM:** Tom C. Rawlings   
DFCS Interim Director

**DATE:** January 25, 2019

**RE:** Food Stamp Program Manual Transmittal 53

The purpose of this transmittal is to provide updates to the Food Stamp Program's Employment and Training (E&T), civil rights and application processing policy. With the submission of the federal fiscal year (FFY) 2019 Employment and Training State Plan, several changes have been made to E&T program operations. Georgia has accepted the ABAWD Waiver for FFY 2019. Twenty-four (24) Georgia counties were identified as 3/36 time-limited counties. The E&T Program will operate a voluntary program in each of the counties in the State.

The E&T Program will also operate a mandatory work program in the following 9 counties: Bulloch; Chatham; Clayton; Douglas; DeKalb; Glynn; Gwinnett; Henry and Rockdale. The mandatory program will not serve all ABAWDs residing in the mandatory service areas. ABAWDs in the nine (9) counties are eligible to participate in an E&T Pilot Study that was awarded to Georgia in March 2015.

Additionally, this transmittal provides updates to the eligibility tracking of ABAWDs, the ABAWD work requirement, the SNAP Works participation activities, the application processing and civil rights policy.

The policy revisions include:

- Updates to the work registration exemptions and work statuses;
- Update to number of counties under the ABAWD time-limit;
- Updates to eligibility tracking of ABAWDs and work participation activities;
- Updates to the civil rights policy, application processing and expediting application processing policy;
- FS Form additions and revisions that incorporate changes to the SNAP Works Program and ABAWD requirements.

The Form changes include:

- Form 333, Food Stamp Sanction Penalty Notice – English and Spanish
- Form 483, SNAP Works Employment Services Review Form – English and Spanish
- Form 507, ABAWD Manual Tracking Calendar Form – English
- Form 513, SNAP Works Personal Work Plan – English and Spanish
- Form 805, ABAWD Volunteer Work Verification Form – English and Spanish
- Form 823, ABAWD Work Requirements – English and Spanish
- Form 826, Ineligible ABAWD Adverse Action Notice – English and Spanish
- Form 826A, Ineligible ABAWD Second Three Month Period Adverse Action Notice – English and Spanish

**This transmittal is effective January 1, 2019.**