



SNAP E&T: When and How to Talk About the Program with Participants

When to Talk About SNAP Employment and Training (E&T)

Talk about SNAP E&T to a SNAP recipient if they meet any of the following:

- ✦ Are **unemployed** or **underemployed**
- ✦ **Want to work, gain skills, or go to school**
- ✦ Are asking about help with work, training, or school-related costs
- ✦ Are or will soon be subject to **ABAWD (Able-Bodied Adults Without Dependents)** time limits (**note: SNAP E&T is not limited to just ABAWDs**)
- ✦ Recently completed an application or recertification and could benefit from extra support
- ✦ Have unemployment compensation that is ending
- ✦ Have a child in their household that is graduating high school or turning 18

Key Talking Points

- ✦ SNAP E&T are free programs
- ✦ Every SNAP participant can voluntarily join to get help finding a career, learning a new skill, or furthering their education
- ✦ SNAP E&T participants may be able to get help with transportation, books, training, and childcare
- ✦ You can help connect SNAP E&T participants to the right programs based on their interests
- ✦ Programs can vary in duration. Some may be 30-90 days, some may be 6-12 months

Available SNAP E&T Programs in Pennsylvania

SNAP JETS

Focus: Hands-on job training (culinary, healthcare, trades, etc.)

What to know: Great for building skills and work history

SNAP KEYS

Focus: Support for students at PA community colleges

What to know: Provides help with guidance on financial aid, career planning, and staying in school

SNAP EARN

Focus: Adult education, General Education Development (GED), career technical education, job preparation, or job search support

What to know: Includes community resources and training referrals

Caseworker Example Script (for non-ABAWDs)

You:

"Because you're getting SNAP and you're looking to work or get more training, there are free programs that could help. It's called SNAP Employment and Training, or SNAP E&T. SNAP E&T can connect you to job training, furthering your education, and getting a job. It can also help with costs like gas or childcare while you are in the program."

You (continued):

"There are a few options depending on what you're interested in. Some programs offer hands-on training for jobs in health care, pharmaceuticals, culinary arts, and many more. Other programs can help you finish school or get a degree. Would you like to hear more about what's available in your area?"

How to Talk to Recipients About SNAP E&T

Throughout the interview, offer SNAP E&T concepts and program information as options dependent on the recipient's circumstances.

STEP 1. Talk to the recipient using the script and see if they're interested in getting help through SNAP E&T.

STEP 2. Review local provider options for SNAP JETS, KEYS, or EARN to find what fits best.

[Employment Training for SNAP | Department of Human Services | Commonwealth of Pennsylvania](#)

STEP 3. Refer interested participants to the right provider or next step. Fill out the Employment Development Plan (EDP) Form (PA 1531) and process the referral. Use the EDP to understand what Special Allowances (next step) are appropriate.

STEP 4. Screen and provide information regarding Special Allowances. Fill out form PA 1883. Ensure the recipient understands the next steps for the Special Allowance and receives support to begin attending the program.

STEP 5. Document the conversation and update the participant's case record, SNAP ETP code, and SNAP Qual code.