



Food and
Nutrition
Service

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Center

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MAY 17 2019

SUBJECT: Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Plan Guidance for Federal Fiscal Year (FFY) 2020 and Preliminary 100 Percent Federal Employment and Training Grant Allocations and 50 Percent Federal Reimbursement Targets for FFY 2020

TO: SNAP Directors
Financial Management Directors
All Regions

The Food and Nutrition Service (FNS) is pleased to release an addendum to the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Plan Handbook for Federal Fiscal Year (FFY) 2020. This document provides instructions for State agencies regarding implementation of certain SNAP E&T provisions included in the Agricultural Improvement Act of 2018, P.L. 115-334.

This E&T State Plan addendum includes information and State Plan instructions on:

- Self-executing provisions that States *must* implement in FFY 2020 relating to consultation with State Workforce Development Boards or employers and the inclusion of mandatory case management; and
- Provisions that States *may* implement in FFY 2020 with State Plan approval.

All State agencies must respond to the questions provided in the addendum template and include with their FFY 2020 E&T State Plan submission that is due to FNS Regional Offices by August 15, 2019.

The SNAP E&T Plan Handbook and Addendum is available in PDF and Word format on the SNAP E&T State Plan Handbook Web site at:
<https://www.fns.usda.gov/snap/et-state-plan-handbook>.

Also attached for immediate dissemination to State agencies are:

- Preliminary 100 percent Federal Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) grants;
- Federal 50 percent E&T targets for additional administrative expenses and participant reimbursements for fiscal year (FY) 2020; and
- Information on reallocation of 100 percent funds and process for States' requesting additional funds.

This memo *does not include* the additional \$20 million grant allocated to State agencies that pledge to serve all at-risk able-bodied adults without dependents (ABAWDs).

Preliminary 100 Percent Federal SNAP E&T Grant:

The preliminary grant allocation represents each State agency's share of the \$103.9 million authorized under section 16(h)(1)(A) of the Food and Nutrition Act of 2008, as amended (the Act) to carry out E&T program operations in FY 2020. These figures are preliminary and subject to change.

To calculate State E&T grants, we allocate 90 percent of the total \$103.9 million grant based on the number of work registrants reported by each State agency on its FNS-583 E&T Program Activity Report in FY 2018. We allocate the remaining 10 percent of the grant based on FY 2017 Quality Control (QC) data, which provides a State-by-State count of SNAP participants, ages 18 through 49, who are not disabled, and who do not live with children. We then adjust the allocations so that no State receives less than \$100,000, as required by the Act. This year three States will receive the minimum \$100,000 and allocations for the other State agencies were reduced proportionally to provide these three States the minimum grant amount.

State agencies may request additional 100 percent Federal E&T funds to support the administrative costs of SNAP E&T programs. Section 16(h)(1)(C) of the Act, as amended, gives the Food and Nutrition Service (FNS) the authority to reallocate unobligated, unexpended 100 percent E&T grant funds to State agencies and established a priority level for reallocation funds. The attachment entitled "*Prioritized Reallocation of 100 Percent SNAP E&T Funds and Request for Additional Funds in Fiscal Year 2020*" provides information on the priorities for reallocation and the process that State agencies must follow for submitting requests for additional funds for FY 2020. Approval of additional funds requests will receive consideration after October 1, 2019 and is contingent on the availability of carryover funding.

State agencies should be advised that any changes or adjustments to their FNS-583 data for FY 2018 must be no later than June 3, 2019 in order to be reflected in the final allocations.

Preliminary SNAP E&T Reimbursable State Admin and E&T targets:

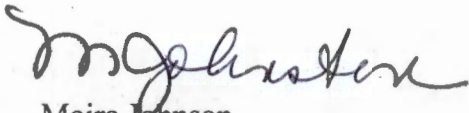
The 50 percent Federal reimbursable E&T targets represent each State agency's authorized share of the funding available under 16(h)(2) and (3) of the Act. The target amounts are based on the amount of each State's proportion of the average of total expenditures over the previous three years (FY 2016-2018). These figures cover the total Federal amount of all three-reimbursement categories for E&T: State administrative, transportation, and dependent care. While the target amount represents the total Federal share, State agencies must still break out these funding streams in their FY2020 budgets.

FNS intends for these targets to help encourage realistic budget projections based on historical expenditures. However, FNS does not intend for these targets to limit State agencies from requesting additional Federal funds to grow their E&T program. We encourage State agencies to consider new opportunities to expand or enhance their E&T programs and to request the funding necessary to support these efforts. States agencies may request additional 50 percent reimbursement funds throughout FY 2020 as well.

State agency requests with projections at or below their targets will be approved subject to normal review under 7 CFR parts 277 and 3016. State agency requests above their targets will receive additional review as follows:

- An initial approval, for up to the target level, will be granted subject to normal review.
- Requests for amounts in excess of the targets will not be approved, but instead will receive additional consideration once all States have initial approved plans in place.
- Approval of these additional amounts will take place after October 1, 2019 and be contingent on the availability of Federal matching funds.

If you have any questions, contact Loretta Robertson at 703-605-3214.



Moira Johnson
Director
Office of Employment and Training
Supplemental Nutrition Assistance Program

Attachments

SNAP Employment and Training State Plan Handbook
Addendum: Agriculture Improvement Act of 2018 Implementation

Background

The Supplemental Nutrition Assistance Program (SNAP) was recently reauthorized as part of the Agriculture Improvement Act of 2018 (the Act), P.L. 115-334, enacted on December 20, 2018. The Food and Nutrition Service (FNS) issued a memorandum on March 6, 2019, regarding the SNAP Employment and Training (E&T) and work provisions in section 4005. This memo places the section 4005 provisions into four categories based on when they are to be implemented or what agency action needs to occur before implementation. The categories are (1) provisions requiring immediate implementation (self-executing); (2) provisions States may implement immediately, but require State Plan approval; (3) provisions requiring rulemaking before implementation; and (4) FNS action only.

This addendum to the SNAP E&T State Plan Handbook for Fiscal Year (FY) 2020 provides instructions for States implementing provisions that require immediate action and those provisions States may implement with State Plan approval.

A. Self-executing provisions – States must implement immediately

1. Consultation with State Workforce Development Boards or Employers

States are required to design their SNAP E&T programs in consultation with the State workforce development board, or, if the State demonstrates that consultation with private employers or employer organizations would be more effective or efficient, with private employers or employer organizations.

States are also required to include in their E&T State Plan the extent to which they are coordinating with Title I programs under the Workforce Innovation and Opportunity Act (WIOA).

State Plan Instructions: All States should respond to the questions provided in the attached template.

2. Mandatory case management

States are required to include case management services in their E&T program. Case management can include such things as comprehensive intake assessments, individualized service plans, progress monitoring, and coordination with service providers. States should be aware that this is a service and is not subject to participation and outcome reporting. States must provide case management to all E&T participants.

In the E&T State Plan, States should specify who has the responsibility for carrying-out case management services; the types of case management services to be provided; and how case management service providers will coordinate with E&T Providers, the State agency and other community resources.

If a State will not have the ability to provide case management services by October 1, 2019, the State should describe in their FY 2020 State plan the actions they have taken and are planning to take to come into compliance, as well as a timeline for completion. FNS will work with the State to ensure timely implementation of case management services.

State Plan Instructions: All States must respond to the questions in the attached template.

Provisions States may implement immediately with State Plan approval

1. Supervised Job Search

States should be aware the Act replaces job search with supervised job search programs as an E&T component. Supervised job search is described as programs occurring at State approved locations, at which the activities of participants shall be directly supervised and the timing and activities of participants tracked in accordance with guidelines issued by the State.

State Plan Instructions: If a State chooses to offer a supervised job search program, they must complete Section E (component detail) of the State Plan for supervised job search and include in the description the guidelines developed by the State to implement supervised job search. At a minimum, the guidelines must identify the State-approved locations and describe how they were selected as State-approved locations, and must specify how the supervised job search program meets the statutory requirements to directly supervise the activities of participants and track the timing and activities of participants.

2. Job Finding Clubs/Job-Skills Assessment/Employability Assessment

States should be aware the Act removes job finding clubs and job skills assessment as allowable activities under the job search training component and adds employability assessment as an allowable activity.

State Plan Instructions: If a State chooses to offer a job search training program that includes employability assessments, they should adhere to the current guidance specified in the E&T State Plan Handbook and complete Section E – Component Details.

3. Job Retention Programs

States should be aware that the Act requires job retention services to be provided for a minimum of 30 days and not more than 90 days.

State Plan Instructions: If a State chooses to offer job retention services, they should adhere to the current guidance specified in the E&T State Plan Handbook and complete Section E - Component details.

4. Apprenticeships

States should be aware that the Act adds apprenticeships as an allowable activity under the work-based learning component. While apprenticeships have been allowable, the Act now specifically cites this as an allowable activity.

State Plan Instructions: If a State chooses to offer apprenticeships under a work-based learning program, they should adhere to the current guidance specified in the E&T State Plan Handbook and complete Section E - Component details.

Addendum - Agriculture Improvement Act of 2018 Implementation
FY 2020 SNAP E&T State Plan Template

Workforce Consultation and Coordination

1. Describe the efforts taken by the State agency to consult with the State workforce development board or with private employers or employer organizations, if appropriate, in designing the State's SNAP E&T program. This description should include whom the State agency consulted.

2. Describe the extent to which the State agency is carrying out SNAP E&T programs in coordination with Title I programs under the Workforce Innovation and Opportunity Act (WIOA).

Case Management Services

Describe how the State agency will provide case management services in the State's E&T program. This description should include:

- the entity (or entities) who will be responsible for carrying-out case management services;
- the types of case management the State agency will provide, such as comprehensive intake assessments, individualized service plans, progress monitoring, and coordination with service providers; and
- how case management service providers will coordinate among E&T Providers, the State agency, and other community resources.

If the State agency is not able to provide case management services in FY 2020, the State agency must describe in their FY 2020 E&T State plan the actions they have taken and are planning to take to come into compliance, as well as a timeline for completion.

**SNAP EMPLOYMENT AND TRAINING
PRELIMINARY 100 PERCENT FEDERAL GRANTS &
50 PERCENT FEDERAL REIMBURSEMENT TARGETS
FOR FISCAL YEAR 2020
(DOES NOT INCLUDE \$20 MILLION ABAWD GRANTS)**

STATE	100% E&T GRANT	50% Federal Reimbursement Target
ALABAMA	\$1,756,075	\$455,685
ALASKA	\$246,591	\$95,396
ARIZONA	\$2,558,887	\$1,096,955
ARKANSAS	\$1,028,937	\$625,336
CALIFORNIA	\$14,368,837	\$57,845,312
COLORADO	\$1,179,477	\$3,793,609
CONNECTICUT	\$929,508	\$2,658,318
DELAWARE	\$253,654	\$142,597
DIST. OF COL	\$370,373	\$4,777,983
FLORIDA	\$8,758,291	\$486,640
GEORGIA	\$2,385,004	\$120,326
GUAM	\$106,486	\$112,909
HAWAII	\$310,460	\$879,234
IDAHO	\$302,241	\$443,261
ILLINOIS	\$6,576,028	\$14,077,318
INDIANA	\$1,690,007	\$3,981,731
IOWA	\$635,569	\$208,666
KANSAS	\$579,185	\$46,288
KENTUCKY	\$2,211,060	\$88,428
LOUISIANA	\$2,287,545	\$622,722
MAINE	\$235,509	\$98,660
MARYLAND	\$1,262,366	\$1,702,037
MASSACHUSETTS	\$1,562,640	\$1,747,938
MICHIGAN	\$3,312,861	\$139,850
MINNESOTA	\$1,191,752	\$6,433,279
MISSISSIPPI	\$1,412,232	\$958,820
MISSOURI	\$1,540,890	\$947,785

STATE	100% E&T GRANT	50% Federal Reimbursement Target
MONTANA	\$348,621	\$276,758
NEBRASKA	\$323,841	\$12,522
NEVADA	\$1,370,492	\$65,528
NEW HAMPSHIRE	\$186,610	\$20,052
NEW JERSEY	\$650,380	\$21,425,153
NEW MEXICO	\$1,044,713	\$48,672
NEW YORK	\$6,476,920	\$120,388,911
NORTH CAROLINA	\$2,372,082	\$951,714
NORTH DAKOTA	\$100,000	\$13,019
OHIO	\$3,236,616	\$9,526,379
OKLAHOMA	\$708,787	\$32,506
OREGON	\$2,751,052	\$5,292,645
PENNSYLVANIA	\$4,675,001	\$5,448,383
RHODE ISLAND	\$389,750	\$1,327,540
SOUTH CAROLINA	\$1,905,411	\$4,083,315
SOUTH DAKOTA	\$232,986	\$89,343
TENNESSEE	\$2,313,787	\$147,906
TEXAS	\$6,789,574	\$5,497,550
UTAH	\$362,141	\$1,056,278
VERMONT	\$223,127	\$1,476,548
VIRGINIA	\$2,422,415	\$1,533,951
VIRGIN ISLANDS	\$100,000	\$237,367
WASHINGTON	\$3,113,280	\$23,263,173
WEST VIRGINIA	\$949,574	\$3,844,053
WISCONSIN	\$1,700,375	\$25,048,421
WYOMING	\$100,000	\$4,241,531

FY 2020 Preliminary 100 Percent Federal SNAP Employment and Training Grant Allocations

STATE	FY 2018 583 WORK REG	PCTG 583 WORK REG	SHARE OF WORK REG \$93.51 MILLION	2017 SNAPQC ABAWDs	PCTG ABAWDs	SHARE OF ABAWD \$10.39 MILLION	INITIAL TOTAL	MINUS ND, VI, WY PCTG	TOTAL PRELIMINARY FY 2020 ALLOCATION
ALABAMA	196,657	1.66%	\$1,549,119	78,000	2.04%	\$212,041	\$1,761,160	1.70%	\$1,756,075
ALASKA	28,634	0.24%	\$225,558	8,000	0.21%	\$21,748	\$247,305	0.24%	\$246,591
ARIZONA	291,275	2.45%	\$2,294,450	100,000	2.62%	\$271,847	\$2,566,297	2.47%	\$2,558,887
ARKANSAS	119,956	1.01%	\$944,925	32,000	0.84%	\$86,991	\$1,031,916	0.99%	\$1,028,937
CALIFORNIA	1,632,663	13.75%	\$12,860,916	570,000	14.91%	\$1,549,529	\$14,410,445	13.87%	\$14,368,837
COLORADO	138,777	1.17%	\$1,093,183	33,000	0.86%	\$89,710	\$1,182,893	1.14%	\$1,179,477
CONNECTICUT	103,156	0.87%	\$812,587	44,000	1.15%	\$119,613	\$932,200	0.90%	\$929,508
DELAWARE	28,843	0.24%	\$227,204	10,000	0.26%	\$27,185	\$254,389	0.24%	\$253,654
DIST. OF COLUMBIA	40,252	0.34%	\$317,076	20,000	0.52%	\$54,369	\$371,445	0.36%	\$370,373
FLORIDA	1,018,435	8.58%	\$8,022,481	280,000	7.33%	\$761,172	\$8,783,653	8.45%	\$8,758,291
GEORGIA	252,572	2.13%	\$1,989,576	148,000	3.87%	\$402,334	\$2,391,910	2.30%	\$2,385,004
GUAM	12,522	0.11%	\$98,639	3,000	0.08%	\$8,155	\$106,795	0.10%	\$106,486
HAWAII	35,040	0.30%	\$276,019	13,000	0.34%	\$35,340	\$311,359	0.30%	\$310,460
IDAHO	35,374	0.30%	\$278,650	9,000	0.24%	\$24,466	\$303,117	0.29%	\$302,241
ILLINOIS	758,545	6.39%	\$5,975,259	228,000	5.97%	\$619,812	\$6,595,070	6.35%	\$6,576,028
INDIANA	199,634	1.68%	\$1,572,570	45,000	1.18%	\$122,331	\$1,694,901	1.63%	\$1,690,007
IOWA	68,839	0.58%	\$542,263	35,000	0.92%	\$95,147	\$637,409	0.61%	\$635,569
KANSAS	69,943	0.59%	\$550,959	11,000	0.29%	\$29,903	\$580,863	0.56%	\$579,185
KENTUCKY	259,415	2.19%	\$2,043,480	64,000	1.67%	\$173,982	\$2,217,462	2.13%	\$2,211,060
LOUISIANA	263,286	2.22%	\$2,073,973	81,000	2.12%	\$220,196	\$2,294,169	2.21%	\$2,287,545
MAINE	27,223	0.23%	\$214,443	8,000	0.21%	\$21,748	\$236,191	0.23%	\$235,509
MARYLAND	135,871	1.14%	\$1,070,292	72,000	1.88%	\$195,730	\$1,266,022	1.22%	\$1,262,366
MASSACHUSETTS	182,728	1.54%	\$1,439,397	47,000	1.23%	\$127,768	\$1,567,165	1.51%	\$1,562,640
MICHIGAN	355,863	3.00%	\$2,803,227	191,000	5.00%	\$519,228	\$3,322,455	3.20%	\$3,312,861
MINNESOTA	141,030	1.19%	\$1,110,930	31,000	0.81%	\$84,273	\$1,195,203	1.15%	\$1,191,752
MISSISSIPPI	164,269	1.38%	\$1,293,990	45,000	1.18%	\$122,331	\$1,416,321	1.36%	\$1,412,232
MISSOURI	176,853	1.49%	\$1,393,118	56,000	1.47%	\$152,234	\$1,545,352	1.49%	\$1,540,890
MONTANA	41,624	0.35%	\$327,883	8,000	0.21%	\$21,748	\$349,631	0.34%	\$348,621
NEBRASKA	38,124	0.32%	\$300,313	9,000	0.24%	\$24,466	\$324,779	0.31%	\$323,841
NEVADA	156,194	1.32%	\$1,230,381	53,000	1.39%	\$144,079	\$1,374,460	1.32%	\$1,370,492
NEW HAMPSHIRE	22,723	0.19%	\$178,995	3,000	0.08%	\$8,155	\$187,150	0.18%	\$186,610
NEW JERSEY	68,654	0.58%	\$540,806	41,000	1.07%	\$111,457	\$652,263	0.63%	\$650,380
NEW MEXICO	119,894	1.01%	\$944,437	38,000	0.99%	\$103,302	\$1,047,739	1.01%	\$1,044,713
NEW YORK	755,590	6.37%	\$5,951,981	200,000	5.23%	\$543,694	\$6,495,676	6.25%	\$6,476,920
NORTH CAROLINA	251,272	2.12%	\$1,979,336	147,000	3.85%	\$399,615	\$2,378,951	2.29%	\$2,372,082
NORTH DAKOTA									\$100,000
OHIO	370,313	3.12%	\$2,917,053	121,000	3.17%	\$328,935	\$3,245,988	3.12%	\$3,236,616
OKLAHOMA	75,400	0.64%	\$593,946	43,000	1.13%	\$116,894	\$710,840	0.68%	\$708,787
OREGON	310,564	2.62%	\$2,446,394	115,000	3.01%	\$312,624	\$2,759,019	2.66%	\$2,751,052
PENNSYLVANIA	538,947	4.54%	\$4,245,427	163,000	4.26%	\$443,111	\$4,688,538	4.51%	\$4,675,001
RHODE ISLAND	42,719	0.36%	\$336,509	20,000	0.52%	\$54,369	\$390,878	0.38%	\$389,750
SOUTH CAROLINA	226,368	1.91%	\$1,783,160	47,000	1.23%	\$127,768	\$1,910,929	1.84%	\$1,905,411
SOUTH DAKOTA	27,247	0.23%	\$214,632	7,000	0.18%	\$19,029	\$233,661	0.22%	\$232,986
TENNESSEE	253,513	2.14%	\$1,996,989	119,000	3.11%	\$323,498	\$2,320,487	2.23%	\$2,313,787
TEXAS	819,898	6.91%	\$6,458,552	129,000	3.38%	\$350,683	\$6,809,235	6.55%	\$6,789,574
UTAH	42,655	0.36%	\$336,005	10,000	0.26%	\$27,185	\$363,189	0.35%	\$362,141
VERMONT	27,027	0.23%	\$212,899	4,000	0.10%	\$10,874	\$223,773	0.22%	\$223,127
VIRGINIA	293,916	2.48%	\$2,315,254	42,000	1.10%	\$114,176	\$2,429,430	2.34%	\$2,422,415
VIRGIN ISLANDS									\$100,000
WASHINGTON	349,779	2.95%	\$2,755,301	135,000	3.53%	\$366,994	\$3,122,295	3.01%	\$3,113,280
WEST VIRGINIA	106,746	0.90%	\$840,866	41,000	1.07%	\$111,457	\$952,324	0.92%	\$949,574
WISCONSIN	194,052	1.63%	\$1,528,599	65,000	1.70%	\$176,701	\$1,705,299	1.64%	\$1,700,375
WYOMING									\$100,000
TOTAL	11,870,874	100.00%	\$ 93,510,000	3,822,000	100.00%	\$ 10,390,000	\$ 103,900,000	100.00%	\$ 103,900,000

Prioritized Reallocation of 100 Percent SNAP E&T Funds and Request for Additional Funds in Fiscal Year 2020

Background

Section 16(h)(1)(C)(iv) of the Food and Nutrition Act of 2008, as amended by the Agriculture Improvement Act of 2018 (P.L. 115-334), establishes a priority level for reallocation of unexpended 100 percent federal SNAP E&T funds from prior federal fiscal years. This reallocation must occur within a timeframe that allows each State agency receiving reallocated funds at least 270 days to expend the reallocated funds. Priorities for this reallocation are:

- A. Not less than 50 percent shall be reallocated to requesting State agencies that were awarded grants to operate SNAP E&T pilots under the Agricultural Act of 2014 (P.L. 113-79) (2014 Farm Bill), to conduct employment and training (E&T) programs and activities authorized under the pilots that the Secretary determines have the most demonstrable impact on the ability of participants to find and retain employment that leads to increased household income and reduced reliance on public assistance. The Secretary shall base the determination on project results from the independent evaluation of the SNAP E&T pilots or, if the project results are not yet available, on SNAP E&T pilot reports or other information relating to the performance of SNAP E&T pilot programs and activities.
- B. Not less than 30 percent shall be reallocated to State agencies requesting funds to implement or continue allowable E&T programs and activities that the Secretary determines have the most demonstrable impact on the ability of participants to find and retain employment that leads to increased household income and reduced reliance on public assistance, and that is targeted toward:
 - Individuals 50 years of age or older;
 - Formerly incarcerated individuals;
 - Individuals participating in a substance abuse treatment program;
 - People with disabilities seeking to enter the workforce;
 - Other individuals with substantial barriers to employment, such as disabled veterans; or
 - Households facing multi-generational poverty to support employment and workforce participation through an integrated and family-focused approach to providing supportive services.
- C. The remainder of the funds shall be reallocated to requesting State agencies to use for allowable E&T programs and activities that the Secretary determines have the most demonstrable impact on the ability of participants to find and retain employment that leads to increased household income and reduced reliance on public assistance.

Section 16(h)(1)(C)(v) of the Act specifies that State agencies receiving reallocated funds under priority A noted above may also be considered for reallocated funding under priority B.

This prioritized reallocation is effective in fiscal year (FY) 2020 and applies to the FY 2019 unobligated/unexpended funds that the Food and Nutrition Service (FNS) will recover from State agencies and reallocate within a timeframe allowing State agencies at least 270 days to expend the reallocated funds.

State Agency Requests for Prioritized Reallocation Funds in FY 2020

State agencies should be aware that, in order to maximize their opportunity for consideration of additional funds, they should submit their request as soon as possible in the beginning of the fiscal year. A best practice is for States to consider their need for additional funds during the E&T State Plan preparation.

State agencies requesting additional funds in FY 2020 should submit their request in writing to their FNS Regional Office. The Regional Office will then forward the request to the FNS National Office for review and consideration. The request must contain the following criteria for proper review and consideration to occur:

- The specific amount of additional funds requested;
- Indicate if the request is to conduct E&T programs and activities authorized as part of the requesting State's 2014 Farm Bill pilot (priority A above);
- Indicate if the request is to target a highly barriered population and state the targeted population including any specific characteristic of the individuals to be targeted, such as disabled veterans(priority B above);
- Indicate if the request is to conduct other E&T programs and activities that would meet the requirements of priority C.
- A detailed plan for the use of the additional funds that includes:
 - New or existing services or initiatives the funds will support;
 - Cost of these services;
 - Partners involved;
 - The location where the services will be provided;
 - Specific components or activities that will be provided and the estimated number of participants to be served in each component;
 - How the proposed plan enhances existing services or builds new opportunities for participants to gain access to employment and training services;
 - Any information the State agency has on how the use of additional funds will support E&T programs and activities that have a demonstrable impact on the ability of participants to find and retain employment that leads to increased household income and reduced reliance on public assistance; and
 - Any other useful details to better explain the proposed plan for the use of the additional funds.