



SNAP 705-1 WORK REGISTRATION Disqualification

Supersedes: SNAP Policy 705-1 (09/13/2022)

Reference: 7 CFR 273.7

Overview: A nonexempt individual who refuses or fails without good cause to comply with the SNAP work requirements is ineligible to participate in the Supplemental Nutrition Assistance Program and is considered an ineligible household member.

Progressive penalty periods must be imposed for nonexempt individuals if good cause cannot be established for voluntarily quitting a job, voluntarily reducing hours, or failure to work register.

If an individual is **not exempt** from work requirements, the penalty period for the **first offense** is 1 month or until compliance with work registration, whichever is later; **second offense** is 3 months or until compliance with work registration, whichever is later; **third offense** is 6 months or until compliance with work registration, whichever is later; and **subsequent offenses** is 6 months or until compliance with work registration, whichever is later.

- The client **must** serve the disqualification (DQ) period once imposed.
- They must reapply/regain eligibility after the DQ period- we evaluate the new exemption at this time.

INELIGIBILITY:

An individual is ineligible to participate in the program for the penalty periods established in this policy if that individual is not exempt, and without good cause:

1. Quits a job of 30 hours a week or more or a job with weekly earnings equal to or greater than the federal minimum wage multiplied by 30 hours (703-1 Determination of Voluntary Quit); OR
2. Reduces his/her work hours and after the reduction is working less than 30 hours per week and weekly earnings are less than federal minimum wage multiplied by 30 hours (703-1 Determination of Voluntary Reduction in Hours); AND,
3. The job quit or reduction of hours occurred in the 30 days preceding the date of application, recertification, and Simplified Report or any time it was reported while receiving SNAP. The 30

days begin with the day of the job quit. Simplified Reporters do not need to report a job quit or reduction in hours until the SR or recertification.

Verification of a job quit/reduced hours is not required when an individual reports a job quit/reduction in hours more than 30 days prior to the application, recertification, and Simplified Report date. If an individual quits a job in the 30 days preceding an application, recertification, Simplified Report, or any time it was reported while receiving SNAP and secures new employment at comparable wage or hours and is then laid off, through no fault of his/her own, the earlier quit will not form the basis of ineligibility.

Verification of end or reduced income is required any time it occurs after initial certification.

An application cannot be held beyond the normal processing timeframe while a determination of voluntary quit is being made.

The minimum disqualification period cannot be avoided by requesting closure and reapplying. If the reapplication is during the disqualification period, the individual must be disqualified until the minimum period is served. If all individuals are disqualified, deny the reapplication.

INELIGIBILITY PERIOD ONE PERSON HOUSEHOLD- APPLICATION, RECERTIFICATION, SIMPLIFIED REPORT:

When it is determined a one-person household voluntarily quit a job/reduced hours without good cause in the 30 days preceding the application, recertification, or Simplified Report, the application or recertification is denied, or the program is closed at the end of the six-month report period.

INELIGIBILITY PERIOD MULTIPLE HOUSEHOLD MEMBERS-APPLICATION, RECERTIFICATION, SIMPLIFIED REPORT:

When it is determined a member of an applicant household voluntarily quit a job/reduced hours without good cause in the 30 days preceding the application, recertification, or Simplified Report date, the ineligibility period for the individual(s) begins with the date of application or first month of recertification period or six-month report period.

INELIGIBILITY PERIOD FOR ONGOING HOUSEHOLD:

The disqualification period will begin the first month following the expiration of the 10-day adverse notice period unless the household requests a fair hearing. If a voluntary quit or reduction in work effort occurs in the last month of a certification period or is determined in the last 30 days of the certification period, the individual must be denied recertification for a period equal to the appropriate mandatory disqualification period, beginning with the day after the last certification period ends and continuing for the length of the disqualification, regardless of whether the individual reapplies.

COMPLIANCE:

Work Registration Requirements are included on the self-service portal application, paper application, and the recertification form. These forms indicate that when a responsible member of the household signs these, they are attesting to the registration of all mandatory registrants and acknowledging the work requirements for all mandatory registrants. If the household includes work registration mandatory members, the work registration requirements and penalties for not complying must be explained to the household at application, recertification or when adding a new household member.

FAIR HEARING:

If the participating individual's benefits are continued pending a fair hearing and the State agency determination is upheld, the disqualification period must begin the first of the month after the hearing decision is rendered.

REVISED DATE: July 11, 2023