



STATE OF MAINE

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
Office for Family Independence**

**FOOD SUPPLEMENT EMPLOYMENT AND TRAINING
PROGRAM**

ANNUAL PLAN

**FFY 2020
(October 1, 2019-September 30, 2020)**

Submitted August 2019

**Maine Food Supplement Employment and Training Plan (E&T)
FFY 2020 (Oct 1, 2019 – Sept 30, 2020)**

Part A: Cover Page and Authorized Signatures

State: Maine
State Agency: Department of Health and Human Services, Office for Family Independence
Federal FFY: 2020 (October 1, 2019 – September 30, 2020)
Date: August 2019

Primary Contacts: Complete the table with the name, title, phone and email address for those State agency personnel who should be contacted with questions about the E&T plan. Add additional rows if needed.

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Acronyms

This document uses the following acronyms:

ABAWD	Able-bodied Adult without Dependents
ACES	Automated Case Eligibility System
DHHS	Maine Department of Health and Human Services
MDOL	Maine Department of Labor
MEOC	Maine Educational Opportunity Center
FFD	Family Futures Downeast, an E&T Provider
FS	Food Supplement Program, Maine's SNAP Program
FSET	Food Supplement Employment and Training Program
MCCS	Maine Community College System
NCCER	National Center for Construction Education and Research
OFI	Office for Family Independence, an agency within DHHS
PaS	Parents as Scholars Program

SCEC	Sunrise County Economic Council, the fiscal agent for FFD
TANF	Temporary Assistance for Needy Families
WIOA	Workforce Investment Opportunity Act

State E&T Program, Operations and Policy Overview

Table 1 summarizes Maine’s Food Supplement Employment and Training (FSET) information, with further detail provided in the narrative following the table.

Table 1: State E&T Program, Operations and Policy Overview (see narrative following this table for more details)	
I. Summary of the SNAP E&T Program	<p>Maine Department of Health and Human Services (DHHS) Office for Family Independence (OFI) administers Maine’s Supplemental Nutrition Assistance Program (SNAP) Employment and Training program, which in Maine is called the Food Supplement Employment and Training (FSET) Program.</p> <p>The mission of Maine FSET is to assist Maine families receiving the Food Supplement benefit to become more self-sufficient. The primary emphasis of Maine’s FSET program is on provision of job search training, educational components, and supports, with the goal of achievement of employment and self-sufficiency for Maine’s Food Supplement population. This training is individualized to the needs of participants, as determined by assessment. Case management is included in all components delivered by Providers.</p> <p>Maine’s FSET plan serves Food Supplement recipients who voluntarily enroll in FSET programs, and primarily targets services to work registrants and able-bodied adults without dependents (ABAWDs). Maine FSET prioritizes ABAWDs, since they are currently subject to time-limited benefits and federally defined work requirements. Should a geographic ABAWD waiver be approved in this plan year, FSET services will still prioritize those participants subject to work requirements. Services are designed to assist participants to gain skills that will assist them in obtaining more self-sufficient employment.</p> <p>Maine FSET will contract with Providers to cover all allowable service</p>

Table 1: State E&T Program, Operations and Policy Overview (see narrative following this table for more details)

	<p>components defined in the <i>USDA Employment and Training Handbook</i>, including job search training and supervised job search activities, workfare, work experience, education (basic and post-secondary), Workforce Innovation and Opportunity Act (WIOA) services, and job retention. Providers primarily provide job search training and educational components. Case management is a critical function that is integrated into all of these components. Maine FSET requires contracted Providers to deliver services components that meet the federal definitions and standards identified in the Handbook.</p>
<p>II. Program Changes</p>	<p>Maine is continuing to expand E&T services in the FY’20 plan year, by increasing the number of contracts and participants to be served. In this plan year, Maine hopes to have FSET services available statewide within an hour of most eligible FSET candidates. Maine will continue to pursue and develop third party reimbursement partnerships for provision of employment and training services. These third-party reimbursement relationships will enable the DHHS to expand employment and training opportunities statewide and stay within its limited federal financial allocation. The Department has also established an approved state purchasing approach for contracting with qualified vendors that does not require issuing requests for proposals.</p> <p>Of note is that Maine has recently implemented an ABAWD geographic waiver. The status of that waiver will not significantly impact E&T services, as Maine still plans to target and prioritize work registrants and ABAWDs for its E&T programming, regardless of whether they are currently waived from ABAWD work requirements, in all areas in which contracted E&T providers are available.</p> <p>Maine will continue its E&T relationship with Goodwill of Northern New England in FY’20, which is serving participants in the four largest cities of the state. Goodwill focuses service delivery on many adults with multiple barriers including histories of homelessness, substance abuse or other behavioral health conditions. During FY’20, Goodwill will also expand its provision of lighter touch employment and training services for participants who are job ready and to participants enrolling in post-secondary education through FSET programming. Goodwill will also add an industry recognized and certified construction skills program to its FSET programming. Maine will also continue its unique Family Futures Downeast program, which</p>

Table 1: State E&T Program, Operations and Policy Overview (see narrative following this table for more details)

	<p>serves both TANF/PaS and E&T recipients, though only those not receiving TANF or PaS are funded through this E&T plan.</p> <p>Three new providers are included in this plan. Maine anticipates entering into a contract with Axiom Education and Training Center in Machias to provide Certified Nurse’s Aide (CNA) training and supports to up to forty participants. Other Third-Party providers will be enrolled as opportunities arise. Maine also intends to enter into a contract with the Maine Educational Opportunity Center (part of University of Maine System) to pilot a post-secondary education enrollment program that plan to fund post-secondary education and supports for 25 students enrolling in Maine’s community colleges and University system.</p>
<p>III. Workforce Development System</p>	<p>Note that coordination with Workforce Development is addressed in Addendum A.</p> <p>Through its contract with Goodwill of Northern New England, Maine FSET has the benefit of contracting with the WIOA provider for the six coastal counties (Goodwill Northern New England), whose Director of Workforce Development is involved with Maine’s Workforce Board. Goodwill also has recently been awarded a contract with Maine Department of Labor to deliver community vocational rehabilitation services in three of five state regions. This affords robust coordination with other services such as WIOA and Vocational Rehabilitation for FSET participants.</p> <p>In addition, Maine FSET staff met with a workforce board representative through Eastern Maine Development Corporation to consult on workforce development matters.</p>
<p>IV. Other Employment Programs</p>	<p>Maine FSET will continue to collaborate to the extent possible with TANF, Vocational Rehabilitation, other employment and training programs, as well as WIOA and one-stop CareerCenter staff.</p> <p>As an example, the FSET program in Washington County (Family Futures Downeast) enrolls both TANF and Food Supplement families, and a monthly meeting occurs with the TANF employment and training provider (Fedcap) to ensure that services are coordinated with no duplication and that TANF participants are funded with TANF funding whenever they receive a TANF cash benefit. An OFI staff person participates in these calls. FFD also works closely with the Maine Department of Labor One-Stop CareerCenter to enroll eligible participants in the Competitive Skills Scholarship Program</p>

Table 1: State E&T Program, Operations and Policy Overview (see narrative following this table for more details)

	<p>and other CareerCenter services.</p> <p>OFI has oversight for SNAP, TANF, and General Assistance programs, and eligibility and enrollment are confirmed in the State’s Automated Eligibility System (ACES) by OFI. This allows Program Managers of those programs to coordinate services and ensure no duplication of funding and efforts.</p>
<p>V. Consultation with Tribal Organizations</p>	<p>Family Futures Downeast has several Passamaquoddy families enrolled currently and works closely with tribal staff to coordinate services and deliver culturally competent services. Tribal staff are included on the Board of Directors for FFD. Training in cultural competency has also been delivered to FFD staff to ensure culturally appropriate services are being delivered to all tribal members.</p> <p>Maine has not yet conducted formal tribal consultation directly with tribal chiefs but has a strong collaborative relationship with tribal staff through the FFD program. Maine FSET staff hope to expand tribal consultation by gaining access to tribal chiefs for formal consultation in this federal fiscal year.</p>
<p>VI. State Options in E&T Participants</p>	<p>Maine does not enroll participants in FSET until they are identified in ACES as being open on the Food Supplement benefit after application. Providers are required to send a monthly roster of enrolled individuals to OFI so that continued eligibility status can be confirmed for each month of participation.</p> <p>OFI staff provides ABAWD contact information on a weekly basis to Goodwill NNE so that staff can conduct outreach to newly enrolled ABAWDs.</p> <p>FSET services are available to those who are categorically eligible and to zero benefit households. All FSET services are voluntary.</p>
<p>VII. Screening Process</p>	<p>Maine FSET providers receive contact information for ABAWDS weekly, and periodically sends contact information for work registrants so that they can recruit and assess participants for eligibility for services. Referrals also come from providers through reverse referral.</p> <p>Providers submit a DHHS Release of Information and Initial Screening tool for applicants, which is reviewed by Maine OFI staff. OFI has final</p>

Table 1: State E&T Program, Operations and Policy Overview (see narrative following this table for more details)

	<p>decision-making authority for enrollment and funding decisions for all FSET programming.</p>
<p>VIII. Conciliation Process (if applicable)</p>	<p>Not applicable, as FSET is entirely voluntary.</p>
<p>IX. Disqualification Policy</p>	<p>Maine uses federal guidelines in 7 CFR §273.7 to develop rules for disqualifications specific to work provisions. Disqualification policy for work requirements is promulgated in the Maine Food Supplement Manual, Chapter 301, Section FS 111-5. Section 111-5 identifies disqualification provisions for work requirements, as well as exemptions, ending disqualification for general work registration, employment and training programming, work requirements for special groups such as those also subject to other work requirements (such as receiving TANF or unemployment compensation benefits), and job quit and voluntary reduction in work effort.</p> <p>Employment and Training: Disqualification policy is not applicable for FSET as defined in this Plan, since it is currently a voluntary program.</p> <p>Disqualifications for general work requirements beyond employment and training programming are summarized below:</p> <p>Work registration: Household members not showing good cause (with some exceptions for exemption due to TANF or UIB status) are disqualified starting on the first of the month after normal procedures for closing or removal have taken place and continue until the disqualified member complies or becomes exempt (see FS-111-5).</p> <p>Job Quit and Voluntary Reduction in Work: Non-exempt household members (see FS-111-6) are disqualified starting the day of the job quit or voluntary reduction if the violation occurred within 60 days prior to the application date (for applicants), and the first day of the month for non-exempt household members currently receiving benefits. The disqualification period continues until the member becomes exempt for other reasons, gets a new job with comparable salary, or gets a new job of at least 30 hours a week.</p>

Table 1: State E&T Program, Operations and Policy Overview (see narrative following this table for more details)

	<p>Disqualification Penalty period for work registration failure, job quit and voluntary reduction in hours is also a penalty of at least one month for the first violation, three months for the second violation, and six months for the third violation</p>																
<p>X. Participant Reimbursements</p>	<p>Participant reimbursements are capped as follows, and all limits are per federal fiscal year and subject to federal guidelines at: https://fns-prod.azureedge.net/sites/default/files/ET_Toolkit_2013.pdf. Final approval is made by OFI. These allowable reimbursements are summarized in the FSET Provider Manual and in provider contracts.</p> <table border="1" data-bbox="456 716 1395 1890"> <thead> <tr> <th data-bbox="456 716 708 793">Item</th> <th data-bbox="708 716 1395 793">Maximum Amount Reimbursed (cap) Per Federal Fiscal Year (October 1-September 30).</th> </tr> </thead> <tbody> <tr> <td colspan="2" data-bbox="456 793 1395 831">Specific Caps for Supports</td> </tr> <tr> <td data-bbox="456 831 708 1192">Transportation</td> <td data-bbox="708 831 1395 1192">Mileage at .45\$ per mile and other modes of public transportation, limited to sixty (60) miles from FSET location. Transportation will be reimbursed in the most economic manner feasible. When mileage or gas cards are provided, Providers will use .44 per mile as the allowable reimbursement amount to calculate the allowable reimbursement, to follow State of Maine travel guidelines. Gas cards, bus passes and taxi are also reimbursed.</td> </tr> <tr> <td data-bbox="456 1192 708 1415">Childcare</td> <td data-bbox="708 1192 1395 1415">Childcare rates may not exceed the rates set by the Maine Child Care Subsidy Program (CCSP) at: http://www.maine.gov/dhhs/ocfs/ec/occhs/provider-subsidy.htm. Recipients must apply for CCSP funding, and child care will only be reimbursed through FSET when CCSP is not available.</td> </tr> <tr> <td data-bbox="456 1415 708 1453">Eyecare</td> <td data-bbox="708 1415 1395 1453">\$200</td> </tr> <tr> <td data-bbox="456 1453 708 1564">Dental Care (not covered by other insurers)</td> <td data-bbox="708 1453 1395 1564">\$500</td> </tr> <tr> <td data-bbox="456 1564 708 1640">Books and Supplies</td> <td data-bbox="708 1564 1395 1640">\$2000</td> </tr> <tr> <td data-bbox="456 1640 708 1890">Rent</td> <td data-bbox="708 1640 1395 1890">Prior approval is required. Rent can only be reimbursed for emergency situations so that a current FSET participant may complete an E&T component. Rent is limited to two months of reimbursement per federal fiscal year not to exceed Fair Market Rent set by HUD and published at Maine State Housing Authority site:</td> </tr> </tbody> </table>	Item	Maximum Amount Reimbursed (cap) Per Federal Fiscal Year (October 1-September 30).	Specific Caps for Supports		Transportation	Mileage at .45\$ per mile and other modes of public transportation, limited to sixty (60) miles from FSET location. Transportation will be reimbursed in the most economic manner feasible. When mileage or gas cards are provided, Providers will use .44 per mile as the allowable reimbursement amount to calculate the allowable reimbursement, to follow State of Maine travel guidelines. Gas cards, bus passes and taxi are also reimbursed.	Childcare	Childcare rates may not exceed the rates set by the Maine Child Care Subsidy Program (CCSP) at: http://www.maine.gov/dhhs/ocfs/ec/occhs/provider-subsidy.htm . Recipients must apply for CCSP funding, and child care will only be reimbursed through FSET when CCSP is not available.	Eyecare	\$200	Dental Care (not covered by other insurers)	\$500	Books and Supplies	\$2000	Rent	Prior approval is required. Rent can only be reimbursed for emergency situations so that a current FSET participant may complete an E&T component. Rent is limited to two months of reimbursement per federal fiscal year not to exceed Fair Market Rent set by HUD and published at Maine State Housing Authority site:
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		http://www.mainehousing.org/charts/rent-income-charts . The Provider must demonstrate that all other housing options have been exhausted.	
	Uniforms, Work Clothing, Tools, Equipment, and Automobile Repair	\$1000	
	<p>Providers confirm that participants are eligible in the month that services, including supports listed above, are delivered, and then provide the services to the participant. Reimbursement is documented by the agency and submitted in an invoice in the month following service provision. Some larger reimbursement items such as tuition and automobile repairs require prior approval by OFI and additional documentation and may not be reimbursed if prior approval was not granted.</p>		
XI. Work Registrant Data	<p>Maine had 16,320 work registrants enrolled in the Food Supplement program in May 2019. This information was obtained from the agency’s ACES eligibility system, by flagging all recipients who meet federal SNAP work registration requirements identified in 7 CFR 273.7(b)(1). Individual identification numbers are used to ensure no duplication in counts. 4,947 Work Registrants were also identified as ABAWDs in May 2019, though 1882 are currently exempted from work requirements. This results in 3065 ABAWDs currently subject to additional work requirements and time limited benefits who were either complying with their work requirements (n=1134) or had an ABAWD month counted (1931) in the last benefit month. See narrative and tables for more detail and county estimates for Work Registrants and ABAWDs.</p>		
XII. Outcome Reporting Data Source and Methodology	<p>Maine FSET will collect and analyze demographic and outcomes data for services provided, which will be used for purposes of program management, evaluation, FNS-583 reporting, and the annual report. Currently this is a manual process with eligibility status confirmed, data collected and analyzed by OFI staff. Maine is hopeful a process will be adopted that will allow providers to check eligibility status through a portal to its eligibility system.</p> <p>FSET providers are required to report using performance measures identified in this plan that meet FNS reporting standards. Outcomes that will be measured and reported are detailed in Attachment 1 of this document.</p>		

Table 1: State E&T Program, Operations and Policy Overview (see narrative following this table for more details)

	Only the job search training component is expected to exceed the threshold of 100 participants that requires additional State reporting.
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Narrative Summary of Maine’s Food Supplement Employment and Training Program

In FFY’20, Maine will continue its partnership with Family Futures Downeast (Machias), and Goodwill (Portland, Bangor/Belfast/Ellsworth, Lewiston, and Augusta). Maine also is adding contracts with other employment and training agencies including Axiom Employment and Training Center to provide Certified Nursing Assistant and Maine Education Opportunity Center (MEOC) to enroll FSET participants in post-secondary education in community colleges and the University of Maine system. Maine will amend its plan as contracts with other Third-Party reimbursement model E&T providers are executed.

Population Served and Recruited by FSET Services

Maine has previously requested that Providers target services to ABAWDs who are subject to specific work requirements and time-limited benefits. As of the date of this plan submission, Maine has requested a geographic ABAWD waiver, which if approved, will be taken into consideration by providers as they prioritize client services.

Maine will continue to prioritize FSET service delivery for ABAWDs whether or not they are still subject to time-limited benefits and work requirements. Currently, FSET staff uses a weekly data report for all newly enrolled ABAWDs and Work Registrants to alert ABAWDs to E&T services.

All newly enrolled work registrants and ABAWDs are sent a letter approximately one week after eligibility is determined, in addition to the ABAWD Fact Sheet (if applicable) they receive upon completing their interview, to remind them of work requirements. The Department is also providing recipient contact information to its contracted E&T providers (since they are already subject to DHHS confidentiality agreements) to allow them to directly recruit participants and conduct reverse referrals.

Maine FSET also serves other individuals open on Food Supplement, primarily those identified as work registrants.

Maine ensures delivery of culturally appropriate services through its projects to better address the special needs of new Mainers, adults with behavioral health conditions, and tribal populations. Maine currently addresses tribal consultation requirements through its contractor at Family Futures Downeast, which actively works with the Passamaquoddy tribe to recruit and

enroll participants in its programming. FFD staff note that 8 of 13 families in its fourth cohort in Calais are tribal members, mostly residing on the Passamaquoddy reservation.

In addition, Maine FSET serves other special populations:

- The Job Connection program at Goodwill provides employment and training services to urban adults, many of whom with behavioral health conditions. Goodwill will also add a National Center for Construction Education and Research (NCCER) construction program in this program year.
- Family Futures Downeast provides a unique, two-generational approach in its post-secondary program in the most rural and poor area of the state, which is also where Maine’s largest concentrations of Passamaquoddy Indians reside.
- Axiom will provide services to residents who reside in rural areas of Aroostook and Washington county.
- MEOC will enroll students statewide in local community colleges and the University of Maine system.

As other providers are enrolled with Maine FSET, the Department will ensure that they meet the special needs of Maine’s rural and other special needs populations.

FSET providers will also inform applicants indicating they receive Food Supplement benefits about FSET employment and training opportunities. If Food Supplement recipients indicate interest, they will be screened for eligibility and assessed after a release form is signed allowing confirmation of eligibility with the OFI.

The following tables show the gender and geographic location of Maine’s Work Registrant and ABAWD populations. These numbers are used for estimating numbers of participants.

Maine Work Registrants as of May 2019						
County	Male	Male Percent	Female	Female Percent	Total	Total Percent
Androscoggin	741	41	1,047	59	1,788	100
Aroostook	507	42	709	58	1,216	100
Cumberland	848	40	1,249	60	2,097	100
Franklin	188	43	245	57	433	100
Hancock	198	36	355	64	553	100
Kennebec	662	40	974	60	1,636	100
Knox	166	36	289	64	455	100

Lincoln	132	38	215	62	347	100
Oxford	386	39	614	61	1,000	100
Penobscot	883	41	1,253	59	2,136	100
Piscataquis	109	38	180	62	289	100
Sagadahoc	111	35	205	65	316	100
Somerset	427	42	599	58	1,026	100
Unknown County	7	28	18	72	25	100
Waldo	217	37	376	63	593	100
Washington	273	43	368	57	641	100
York	689	39	1,080	61	1,769	100
TOTAL	6,544	40	9,776	60	16,320	100

ABAWDS BY COUNTY AS OF MAY 2019						
County	Male	Male Percent	Female	Female Percent	Total Count	Total Percent
Androscoggin	249	59	174	41	423	100
Aroostook	138	53	122	47	260	100
Cumberland	237	58	169	42	406	100
Franklin	44	59	30	41	74	100
Hancock	33	49	35	51	68	100
Kennebec	196	59	137	41	333	100
Knox	39	53	35	47	74	100
Lincoln	26	58	19	42	45	100
Oxford	66	52	62	48	128	100
Penobscot	251	55	203	45	454	100
Piscataquis	20	45	24	55	44	100
Sagadahoc	23	52	21	48	44	100
Somerset	98	58	72	42	170	100
UNKNOWN COUNTY	1	20	5	80	6	100
Waldo	39	50	39	50	78	100
Washington	68	55	55	45	123	100
York	180	57	138	43	318	100
TOTAL	1708	56	1340	44	3048	100

Since Maine does not have a statewide E&T program reaching all rural areas, collaboration with other providers is essential. FSET staff encourage recipients in areas not yet served by FSET to utilize job search training and job search services at all Maine Department of Labor One-Stop

CareerCenters statewide, covering all sixteen Maine counties. These services are self-initiated by recipients and are not included in this plan as part of Maine's FSET program. Recipients are informed of CareerCenter locations in Augusta, Bangor/Belfast/Ellsworth, Brunswick, Calais, Lewiston, Machias, Portland, Presque Isle, Rockland, Skowhegan, Springvale, and Wilton. Services at these locations include interaction with a CareerCenter Consultant serving the general public, and include assessment and various workshops, such as resume development, interviewing skills, and jobs available for individuals with a criminal history. Statewide workshops are also on the Maine Department of Labor Bureau of Employment Services website at: <http://www.mainecareercenter.com/>. These centers also serve as referral sources for other employment and training services available in Maine, including WIOA providers. The Department will also continue to collaborate with WIOA providers to the fullest extent possible to ensure that recipients are served, though E&T funds are not utilized for this purpose.

FSET Program Providers

I. Family Futures Downeast, Machias and Calais Maine (Third Party Reimbursement Model)

Family Futures Downeast (FFD) is a two-year program that creates access to post-secondary education and employment opportunities for parents with young children in Washington County. FFD was designed using a two-generational approach that combines post-secondary education and workforce development with high-quality early education for FFD children. The program utilizes services and supports coordinated by seven lead agencies, with more than 25 individual community agencies participating, to provide comprehensive supports required for the participants to succeed, including transportation and technology resources, a personally relevant and stimulating curriculum with access to appropriate educational remediation, and strong emotional, social, and career pathway supports. These strategies significantly increase the number of low-income parents who can enroll in college in Washington County and who leverage education as a pathway to self-sufficiency.

Washington county residents face significant barriers in finding and retaining sustainable employment. It is an extremely rural county, and poverty rates are at 20%. Washington County also has the lowest educational attainment rate in the state. While it is the largest county in Maine, it is home to only 32,000 people, of which 3,600 are members of the Passamaquoddy Tribe.

FFD intentionally removes the economic, cultural, and logistical barriers that make going to college difficult for many parents, so they can thrive as students. Within the program, participants will gain the confidence and the ability to pursue educational and career goals, just as their children will benefit from outstanding, high-quality early education at campus-based centers. Students apply and enroll at the University of Maine at Machias or Washington County Community College.

The program hopes to change outcomes for parents, their children, and the institutions and organizations that partner to make it a success. Using local and national expertise and best practices, FFD combines rigorous post-secondary and early learning programs with comprehensive social, emotional, and financial supports in a whole-family approach.

FFD was designed collaboratively by Washington County academic and social service professionals with substantial input from potential participants. The collaboration began by acknowledging the profound challenges participants need to overcome in order to succeed in college. FFD parents come with a legacy of generations of poverty, trauma, exposure to violence, substance abuse and addiction, and often a profound loss of hope generated by those experiences. FFD's 360-degree supports help to ensure students' basic needs are met and combined with intensive, structured coaching that builds skills and gives parents the opportunity to imagine and pursue the future they want for themselves and their children. Students are assessed using standardized tools including Comprehensive Adult Student Assessment Systems (CASAS) and Accuplacer. FFD relies on a combination of public and private resources in order to sustain this opportunity for Washington County families. FFD is designated as one of ten Rural IMPACT sites through the White House.

Maine FSET will work with FFD by providing financial assistance as detailed in this plan. Maine FSET will only provide FFD funding for families who are currently open on the Federal Food Supplement benefit and do not receive TANF benefits, to ensure no duplication of services. Financial participation will be determined by a monthly roster that confirms benefit participation and FSET eligibility for each participant. Only FFD participants who meet FSET eligibility in a monthly roster will be counted as FSET participants.

Program Costs

For FSET participants, FFD will use a third-party reimbursement method where the Provider uses non-federal funds for programming, for which allowable costs are reimbursed at 50% by USDA E&T funds, and 75% for tribal members. No State dollars are utilized for this project.

FFD student participants will be counted as FSET participants if they are receiving a Food Supplement benefit and are not currently receiving a TANF cash benefit. This information will be obtained from monthly rosters submitted to the Department by the 15th of each month. Only transportation (including allowable vehicle repairs) and childcare costs (also included in early childhood education) for each FSET participant will utilize SNAP E&T funds. Other costs for other FFD participants are reimbursed through TANF funding and other non-federal funds. Program costs funded by TANF or non-federal funding are not included in this Plan's breakdown of total funding. The total FSET program cost reimbursed for this project is \$181,06, with \$90,503 reimbursed at 50% to the Provider.

II. Goodwill “Job Connection” Program: Augusta/Waterville, Bangor/Belfast/Ellsworth, Lewiston/Auburn and Portland

Program Overview:

Goodwill in Portland provides multiple employment and training programs and is designated as the WIOA provider for the six coastal counties of Maine. Goodwill has also implemented a privately funded project that provides an intensive case management model for individuals who struggle with behavior health conditions.

Goodwill has developed the privately funded “Job Connection” model, which is a holistic, full engagement program, combining best practices in case management with the best practices to workforce development to help individuals attain and maintain employment while reframing their views of work. The approach is grounded in both research (conducted by The Center for Rural Studies at the University of Vermont) and decades of providing workforce development services in northern New England. Referrals are currently accepted from targeted preferred partners Portland Housing Authority, New Ventures, and other internal Goodwill programs.

Job Connection addresses the whole person by addressing barriers to finding and keeping suitable employment such as domestic violence, transportation, mental health, substance abuse, childcare, housing, and physical well-being. The goal is not just placement in employment, but also stability. Goodwill considers following a participant beyond placement in employment and offering services to be critical for him or her to reach stability, and it is an essential component of the model.

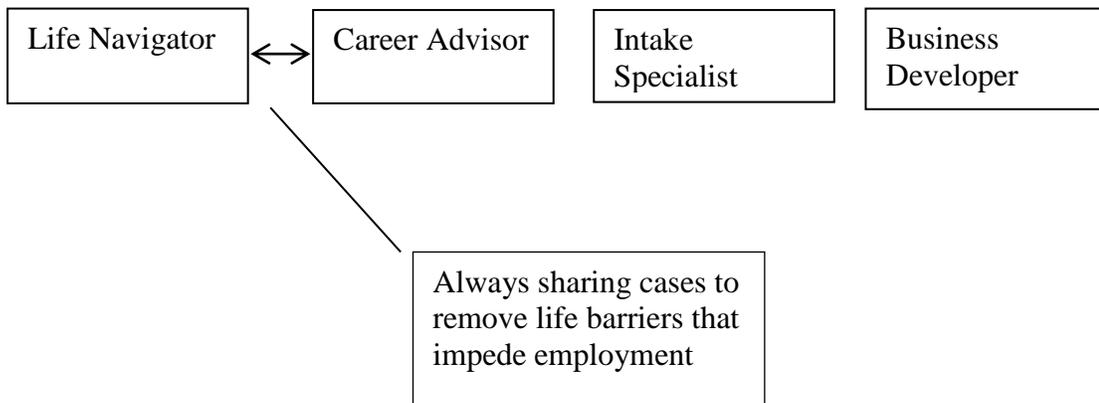
Goodwill engages community organizations and government agencies throughout the state to ensure that individuals have access to needed supports and barrier reduction. Goodwill currently works closely with the Division of Vocational Rehabilitation, the Division for the Blind and Visually Impaired, Maine Department of Labor Bureau of Employment Services, the American Indian Vocational Rehabilitation Program, other offices within the Department of Health and Human Services, Department of Corrections, Area Agencies on Aging, Alpha One (Center for Independent Living), Maine State Housing, Adult Education, United Way, community health providers, case management agencies and multiple other partners.

The Goodwill projects will serve an estimated total minimum of 170 participants in FY’20, reaching approximately 40 participants in greater Portland, 40 in Bangor/Belfast/Ellsworth, 50 in Lewiston/Auburn (40 through Job Connection and 10 through the Construction Skills Program), and 40 in Augusta/Waterville. Using the current staffing levels, each site will serve no more than an average of 25 participants at each site at one point in time.

Job Connection Staffing and roles:

Job Connection includes four key staff positions – Life Navigator, Career Advisor, Business Developer, and Intake Specialist.

The team is managed by a Team Leader, who is a licensed, clinical counselor. For participants who require intensive supports (individuals with multiple life/work barriers), the Life Navigator and Career Advisor will work hand-in-hand to remove life barriers that get in the way of work and build work skills needed to attain and maintain employment, while the Business Developer works ahead of the process establishing business relationships for the Career Advisor to use for job development, assessment, and placement.



The Team Leader of Job Connection will play a key role in tracking participation activities, entering data into the system, and ensuring clear communication between Goodwill SNAP E&T and OFI, allowing other team members to focus on working directly with participants to increase employment outcomes. The Job Connection team will meet participants where they are (homes, libraries, etc.), removing transportation as an initial barrier to getting started and building trust with participants. Goodwill SNAP participants will receive support until they are secure on a pathway to overall stability, armed with the tools to overcome life challenges that interfere with work. Participants who require fewer supports (resume assistance, interview supports and practice, etc.) will receive “light touch” assistance through all Job Connection staff.

Life Navigator: The Life Navigator will act as a “life coach,” to provide case management meeting with the participant and his/her family to provide hands-on education and skill development, coaching, and counseling to address barriers to employment. The Life Navigator will also monitor progress and service participation and will identify and facilitate other supports to address barriers. The Life Navigator will meet at least monthly (in most cases more frequently) with each participant to monitor progress.

Career Advisor: The Career Advisor will be responsible for job development and delivering employment skills workshops to participants. The Career Advisor will have a dual role of providing supports to participants and to businesses or placement sites. The work of the Career Advisor will be supported by an additional staff member, the Business Developer.

Business Developer: The Business Developer will be responsible for building business networks to ensure that appropriate, sustainable job opportunities exist for Goodwill SNAP participants. Goodwill has a network of over 900 business/employer relationships statewide. The Business Developer will engage the current relationships and build new contacts to increase employment opportunities for SNAP participants.

Intake Specialist: The Intake Specialist will be the first point of contact with SNAP participants, always meeting face-to-face to collect needed information to determine eligibility for the SNAP program, working directly with OFI with signed consent from individuals seeking to enroll in the program. Part of the eligibility exploration will include ensuring that individuals are not receiving TANF. The Intake Specialist will ensure that SNAP participants understand the services and supports available to them before handing the participants off to the Life Navigator and/or Career Advisor. The Intake Specialist will also provide support to “light touch” participants.

Job Connection Services and Process:

Goodwill Job Connection provides the following services:

1. Referral: Goodwill will be responsible for seeking referrals and working with OFI to determine eligibility.
2. Intake and Assessment: Goodwill will utilize its Cedar Springs case management system to enroll and track individuals in the SNAP project. Cedar Springs is a customizable, efficient program that allows Goodwill to track client referrals, placement, and retention while inputting participant notes and documents and producing needed reports. The system will be customized to meet all needs of the Goodwill SNAP program and track all required measurements.

Upon referral to the program, Goodwill SNAP staff will conduct an intake interview with every participant. The Job Connection intake interview is a comprehensive process that gathers pertinent information about the participant, including information about work history, transferrable skills, language, housing, transportation, substance use, public assistance, etc. The intake process also documents participant strengths and needs.

After the intake interview, Goodwill SNAP participants will complete the World of Work Inventory (WOWI). The WOWI is an online career test (available in paper form if needed) that measures multiple aspects of who participants are in order to help them find the most suitable and satisfying occupation. The WOWI measures interests,

aptitudes, and personality, and the WOWI is available in various grade levels and languages. The tool is also accessible to individuals who are blind or visually impaired. Prior to taking the WOWI, participants will complete a basic skills test, Comprehensive Adult Student Assessment Systems, or CASAS. The CASAS is the most widely used competency-based assessment system in the United States designed to assess the real-world basic skills of adult learners. The CASAS, validated by the U.S. Department of Education and the U.S. Department of Labor, measures the basic skills and the English language and literacy skills needed to function effectively at work and in life.

After assessment, Goodwill SNAP staff will develop the individual employment plan with the participant through discussion with the individual about information provided in the intake interview (including strengths and needs) and examination of the results of the WOWI.

3. Case Management: Goodwill's Job Connection model of case management focuses on meeting people where they are and removing life's challenges that impede work. The Goodwill SNAP Life Navigator and Career Advisor will work together as a team with each Goodwill SNAP participant. As SNAP participants enter Job Connection, the Life Navigator will conduct a comprehensive assessment. The Life Navigator will focus on assessing strengths and needs, helping participants identify barriers to employment, and building the trust needed to assist participants as they start to reframe the way they view themselves and the role of work in their lives, building the motivation needed to ensure participation in Goodwill SNAP and developing a path to self-sufficiency through gainful employment. Part of the Life Navigator's role includes gathering information about the participant's life and family situation to ensure that needed work supports are in place. The Life Navigator will guide and counsel participants regarding life barriers to employment, and the Life Navigator will connect each individual to any/all needed supports (such as ESL for individuals who need language supports or mental health counseling for individuals who suffer from anxiety or depression). The Career Advisor will focus on assessing the participant's interests, aptitudes, experience, and capabilities.

Goodwill staff will use innovative tools and approaches to keep participants engaged; reducing the amount of time that elapses between communications will minimize "no-shows" and increase participation in program activities. The Job Connection model gives participants access to a web-based communication page where job opportunities and supports are posted. Staff recognizes that participants tend to respond more consistently and quickly to text or email communications. Staff will work with each individual to identify and test preferred methods of communication. All communication will be documented in the participant's electronic file through the Cedar Springs system. The electronic system will allow staff to track progress and document/monitor progress toward employment. Job Connection will provide life navigation and career advising to participants who exit the SNAP project with a job for a minimum of 90 days with the option for individuals to continue engagement with Goodwill on an as needed basis.

The Job Connection model stresses full engagement of participants, and Job Connection has a participation rate of over 95%, with very few individuals leaving the program before job attainment. The Job Connection approach teaches participants about essential job skills, including soft skills and workplace culture, while attending to the issues that have kept them unemployed.

4. Employment and Training: Job Connection will be delivered to SNAP participants using Employment Workshops with the *Goodwill Works* Curriculum developed by Goodwill International. *Goodwill Works* is based on solid content, derived primarily from the training material and resources from 37 Goodwill members, and adapted from standard corporate training programs. Design features include specific, observable learning objectives, a wide range of interactive teaching/learning activities, and pre- and post-assessments for each module. The curriculum includes twenty-two modules that will be utilized as needed with individual participants including: attitude, motivation, ethics, self-determination time management, handling stress and anger, self-presentation, self-advocacy, social interaction, team building, conflict resolution, customer service relationships, decision-making, organizational skills, money management, accessing resources, digital literacy, career development, supervised job search, job retention, career advancement, and dependability.

5. Work Experience and Workfare:

Construction Skills Education Program: Goodwill will add a six-month long construction skills program in Lewiston in this program year that will include hands-on experience and training in an industry recognized credential program from National Center for Construction Education and Research (NCCER). This program already is operational for non-FSET participants and will be expanded to enroll a minimum of ten students in a cohort model six-month program. Costs include partial time for the Construction site supervisor and Learning Center Coordinator. Some of the students complete their high school equivalency while participating. The program includes safety training, use of tools, measuring, and basic skills in carpentry, drywall, framing, roofing, and other skills needed by the construction industry. All students in the program will receive case management and job search training in addition to construction skills training. This program will utilize 100% funds in its start-up this plan year.

Other Work Experience Opportunities:

Goodwill Industries of Northern New England has a network of thirty Goodwill retail stores throughout the region. Goodwill SNAP participants will have access to work experience and workfare opportunities at the Goodwill retail locations within their immediate area. Additionally, Goodwill has multiple business units (including healthcare services, workforce services, administrative supports, and cleaning services) providing over 2000 jobs. These positions will provide work experience opportunities in multiple areas such as residential programs, cleaning positions, case management, brain injury programs, computer refurbishing, e-commerce, warehouse, recycling,

trucking, and administration. Currently, Goodwill has over 900 business partners statewide where participants complete work experiences (paid and unpaid), OJTs, informational interviews, and job shadows with the ultimate goal of securing gainful employment. Goodwill will leverage these partners and continue to create new partnerships to ensure that Goodwill SNAP participants have access to multiple work sites for work experience, community service, and job placement.

The Goodwill Job Connection model emphasizes the importance of basing employment programming on current local economic conditions and economic growth sectors. Goodwill SNAP staff will use local labor market information to inform employment goals and objectives for each participant. Staff has access to labor market data and analysis through EMSI, a web-based economic modeling tool. Based on each participant's skills, work experience, and interests (obtained through the WOWI), Job Connection staff will work with participants to identify target industries and occupations, especially in high-growth occupations and industries, and set employability goals, objectives, and activities for each participant. Through the Job Connection approach, the Life Navigator and Career Advisor will bring a broad range of community social service and workforce development resources together, customized to the needs of the individual in a way that fast-tracks participants into paid work.

6. Job Retention Services: The pathway to self-sufficiency for most participants requires finding and keeping a job. With Goodwill's Job Connection model, job retention begins with referral and extends beyond job attainment until participants report feeling secure with their jobs and their ability to handle the interruptions and stressors of life that can impede employment. The Goodwill Works curriculum specifically addresses retention in the return to work modules. From the first day of services, participants will know that SNAP E&T is not only about getting a job but also about keeping a job. Job Connection will follow SNAP participants for a minimum of three months post-employment, and participants will have the option and will be encouraged to continue with Goodwill until they choose to exit the supports at no cost to the SNAP program.

7. Case Management Tool:

Goodwill uses a case management tool developed by Cedar Springs that provides essential functions needed for management of the OFI FSET program, including tracking of assessments, progress notes, and copies of receipts, support requests, and participation in programming. OFI has recently discussed expanding use of this case management tool to all FSET providers during the next plan year. Goodwill discussed this with their tool vendor and found that a license to expand it for such use would cost approximately \$20,000 per year. Goodwill will also assist OFI (and its providers) in coordinating that information kept in the tool, by adding a .4 FTE position. This plan is an interim plan while OFI continues to explore development of its own case management tool, which is not likely to happen for several years. The use of this tool will be considered a pilot in this plan year, to assess future needs for the growing FSET program.

Program Costs:

Maine DHHS will use 50% third party reimbursement funding for the Goodwill Job Connection sites in Augusta, Bangor/Belfast/Ellsworth and Portland in FFY'20. The Lewiston Job Connection site will use 100% funding for FFY'20, converting to third party reimbursement at 50% in FFY'21. The Construction skills program and Case management tool pilot will also be funded with 100% funds in FFY'20.

Total E&T program costs for Goodwill for this federal fiscal year are estimated at \$780,874, with \$276,578 from 100% funding used, \$232,648 agency third party 50% non-federal funds, \$252,148 federal 50% funds and \$19,500 State 50% funding. The 100% funds in Lewiston will be distributed for the Lewiston Job Connection site and Construction Skills program and \$44,000 for tuition reimbursement utilized by all sites.

III. Axiom Employment and Training Center

The Department plans to contract with Axiom to provide a Certified Nurse's Aide (CNA) course to up to 40 participants during the plan year. The CNA courses run approximately 12 weeks and include 200 hours of programming consisting of 40 hours of labs, 90 hours training in a nursing home or hospital, and 70 hours of classroom programming. The cost of the program includes the fee for the state licensing testing and a background check, both required by state law. Each student receives materials required for the course including scrubs, shoes, and a kit that includes a stethoscope, blood pressure cuff, watch with second hand, and oximeter. While in the program, students will also receive supports including transportation assistance (gas cards) and childcare as necessary. Some students may receive assistance with their HISET prior to starting the CNA course. All will receive case management and job search assistance. Axiom currently provides tutoring and remedial education to Family Futures Downeast enrollees to get them ready for college level classes, which is reimbursed with non-SNAP funds through the Family Futures Downeast contract. This Provider will use third party reimbursement model funds and be reimbursed at 50%.

IV. Maine Educational Opportunity Centers (MEOC)

Maine DHHS plans to contract with Maine Educational Opportunity Centers to pilot a post-secondary community college and university program that will enroll students in January 2020. MEOC plans to serve 25 students in the Winter semester through this contract. MEOL will start enrolling students in October and work with them in the application process. Students will also receive essential supports such as transportation reimbursement, books, tools and equipment, and childcare. MEOC also has a certified Loan Default consultant on staff who can assist students in getting out of default. In this first year, Maine will use 100% funds for administrative costs and tuition to implement this pilot. Maine will contribute 50% for participant supports and request 50% federal funding for participant supports.

E&T Component Details

Narrative

This section overviews the service components available through Maine FSET and the expected numbers of participants for these components. These projections were used in cost calculations.

Maine estimates it will provide FSET services to up to 290 unduplicated recipients over the year. All participants will receive job search training in addition to any other components that Providers enroll participants in. Some participants will receive other components in addition to job search training. Job search training includes case management and assessment as critical activities. All other components include case management as well. Projecting 280 unique participants in a year, would result in an average of 23 unduplicated recipients per month for job search training.

Maine FSET Plan- Unduplicated Participants for FFY'20	
Provider	Number to be Served
Family Futures Downeast	30
Goodwill	170
Axiom	40
Other Third Party Provider TBD	25
MEOC	25

Maine will allow Providers to offer all components detailed in the E&T Toolkit, including job search training, supervised job search (only if meeting new requirements of the Agriculture Improvement Act of 2018), workfare, educational, and job retention components as part of its FSET package. Maine will require providers to utilize the federal definitions of service components as outlined in *USDA Employment and Training Handbook- Preparing State Employment and Training Plans* in its provision of services and require providers to meet those standards. All services are coordinated by FSET providers in collaboration with other educational or WIOA providers to ensure no duplication. The individual component details are provided in the table below.

Maine FSET Plan- Expected Participation in E&T Components for FFY'20		
Component	Number expected	Unduplicated Participants per Month
Job Search Training	290	24
Supervised Job Search	12	1
Educational (post-secondary and basic education)	95	8
Workfare/Work Experience	22	2
Job Retention	12	1

Job search training is a comprehensive package that includes assessment, case management, job search training, supervised job search, and job retention services. The estimates and cost

calculations are combined in Table 2, as it is not possible to break down these components further. After assessment, participants will be enrolled in job search training, workfare, work experience, education, and job retention as appropriate.

Non-Education, Non-Work Components

Job Search Training, Supervised Job Search

Maine's FSET program will cover job search training supports, with the goal of accelerating achievement of employment and self-sufficiency for Maine's Food Supplement population. Job retention services will also be provided to support recipients who have attained jobs during their FSET participation through an FSET contracted provider. Assessment and case management are included in all of these components.

- **Job Search Training** will be provided for all FSET participants. Necessary services will be identified and provided to include interview workshops, resume writing, and Maine JobLink registration to apply for jobs online. Participants will also be referred to WIOA providers whenever appropriate.

An important part of job search training is the individual assessment that occurs during this phase. Assessment will be conducted for every recipient seeking FSET services prior to placement in E&T components. The various tools used by the providers are detailed in the sections describing services provided by Goodwill and Family Futures Downeast, and include World of Work Inventory (WOWI), Comprehensive Adult Student Assessment Systems (CASAS) and Accuplacer. After assessment is completed, recipients who are deemed appropriate for FSET services will be placed in service components.

The goal of the job search training component is for participants to successfully secure employment either through an employer or through self-employment. Providers will complete assessments that include creation of a job search plan including setting goals, action steps and objectives when assisting clients with this activity. Providers may assist a participant with a self-employment plan and development of a business plan. Providers will also deliver on-going support to include assistance during job search and post attainment.

- **Supervised Job search** is the component that encourages job ready participants to make a pre-determined number of inquiries to prospective employers over a specified period of time. To meet new federal requirements of the Agriculture Improvement Act of 2018, supervised job search can only be conducted in a supervised setting with the Job Coach present to provide support, oversight, and time activities. The location does not have to be at the agency where the contracted provider delivers services if a location such as public library, educational setting or CareerCenter, is more convenient for the provider and participant to utilize. If Providers are assisting in job search activities that are not meeting the federal standards of Supervised Job Search, the component is considered part of the job search training module.

- **Geographic Coverage:** All FSET providers, currently located in Augusta, Bangor/Belfast/Ellsworth, Lewiston, Portland, and the FFD catchment area of Calais and Machias.
- **Targeted Population:** ABAWDs and Work Registrants residing within commuting distance of the service areas. Participation will be voluntary for all participants.
- **Level of participant effort:** 290 participants, also shown in the table above.
- **Duration:** Services are provided as part of an approved service plan, with duration dependent upon the needs of the participant.
- **Organizational responsibilities:** OFI and Maine FSET Providers will share management, with responsibilities delineated in contract.
- **Per participant cost of participant reimbursement:** Administrative costs and participant supports are included in the cost per participant. Participants supports necessary for completing this component are subject to the limits identified in Table 1 of this document.
- **Total cost of the components:**

Supports \$39,000 + Administration \$773,874* for 290 participants. $\$39,000 + \$773,874/290 = \$2803$ per participant

Job Retention

Job Retention services may be provided for a minimum of thirty (30) days and up to ninety (90) days following participation in job search or job search training and attainment of a job through that FSET participation. This component will include case management services and some financial support for equipment, tools, uniforms, and transportation for FSET participated who attained a job while participating in FSET.

Job retention may be used with other services, but ABAWDs are limited to a maximum of two hours per week of job retention services when counting such services toward ABAWD work requirements. Thus, an ABAWD would have to work an average of eighteen (18) hours per week concurrently with job retention services to meet ABAWD work requirements. Only participants who have commenced employment during the initial three-month period will be eligible for this extension of services.

See above under Job Search for further information on Job Retention services and costs, which are combined with Job Search services, since are all included in case manager face-to- face meetings.

- **Geographic Coverage:** Limited to FSET provider locations.

- **Targeted Population:** This service component is available to Work Registrants and ABAWDs. Participation will be voluntary.
- **Level of participant effort:** Expected to serve about 12 participants, or 6% of total, shown in table above. Costs for this component are combined in other non-work non-education components of Job search and job search training since the same staff perform these activities.
- **Duration:** For up to three-month after attaining a job through FSET providers.
- **Organizational responsibilities:** To be outlined in contracts.
- **Per participant cost of reimbursement:** Administrative costs and participant supports are included in the cost per participant. Participants supports necessary for completing this component are subject to the limits identified in Table 1, Section X of this document.
- **Total cost of the component:**

*** Included in Job Search component

Education Components

Maine FSET funds an educational component that improves employability both through basic education leading to a high school diploma or basic skills (English as a second language or other basic courses), and also by supporting post-secondary education for specific high skilled jobs.

1. Post-secondary Education:

This plan year will emphasize developing relationships with community colleges that can provide certificate program and associates degrees focused on specific careers. Enrollees in the educational component must be enrolled half-time (6 credit hours) or more to meet their ABAWD work requirements.

Additionally, post-secondary education funding will be dedicated to the Family Futures Downeast project in Washington County, where students are enrolled in either Washington County Community College or University of Maine at Machias, and to Goodwill Northern New England, which will enroll students in post-secondary education and case manage them while they complete training. Maine will also provide Certified Nurse's Aide training up to 40 participants through a contract with Axiom Education and Training Center (AETC).

2. Basic Education:

Maine FSET reimburses providers to deliver or contract to provide services and supports for participants attending programs include Adult Basic Education (ABE), basic literacy, English as a Second Language (ESL), and high school equivalency (GED). Maine FSET will not reimburse providers for tuition for any of these courses where it is otherwise available at no

cost to the participant. At the FFD project, students receive remedial tutoring in such courses as math, reading, computer literacy, and study skills by a local Adult Education agency before they start their college classes.

Educational Components Detail:

- **Geographic Coverage:** Limited to FSET provider locations.
- **Targeted Population:** This service component is available to both Work Registrants and ABAWDs.
- **Level of participant effort:** 95 participants with post-secondary and basic education combined.
- **Duration:** variable depending on the approved courses.
- **Organizational responsibilities:** To be outlined in contracts with Providers. All administrative costs for
- **Per participant cost of reimbursement:** Costs for AETC Certified Nurse's Aide program here, as all administrative costs for Goodwill NNE are included in the job search training component as all Family Futures Downeast administrative costs are reimbursed by a different program. Participants supports necessary for completing this component are subject to the limits identified in Table 1 of this document.
- **Total cost of the component:**

Tuition of \$74,000 + Supports of \$210,306 + Administration \$112,713* for 95 students, see above explanation. $\$74,000 + 210,306 + \$112,713/95 = \$4,179$ per student.

*Goodwill Tuition, FFD, Axiom, and MEOC budgets used for this calculation

Work Components

Workfare and Work Experience

The Maine FSET plan will cover workfare and work experience components as contracted providers develop such opportunities. Currently workfare and work experience overseen by Providers is not utilized frequently. Maine hopes to increase workfare and work experience through its Goodwill projects including its construction skills training that will provide unique training and work “earn while you learn” opportunities. While workfare and work experience are very similar, they are referred to in this plan using federal guidelines from the *Employment and Training Toolkit*, which identifies workfare as being performed in public or non-profit agencies and work experience as being performed in for-profit companies. Both workfare and work experience have the primary goal of developing work skills and employability of recipients. Coordinated workfare and work experience will be available statewide as opportunities arise. As

required by the *Handbook*, only workfare that includes formal agreement, workplace protections, and participant reimbursement will be approved.

Maine notes that self-initiated workfare (or volunteering) is not supported by E&T funds in this plan, and no federal financial participation is utilized in Maine regulations that allow ABAWDs statewide to participate in volunteerism with the goal of meeting work requirements and developing work skills and employability.

- **Geographic Coverage:** Available at FSET provider locations only.
- **Targeted Population:** This service component is available to both Work Registrants and ABAWDs. Participation will be voluntary.
- **Level of participant effort:** See description above.
- **Duration: variable, depending on the approved program Organizational responsibilities:** OFI will record workfare and work experience hours performed by participants into the eligibility system (ACES) to ensure that participants receive credit. Participants who volunteer up to the value of their household benefit (hours multiplied by state minimum wage of \$11.00) will have met their ABAWD work requirement for that month and will not have an ABAWD time-limited month applied.
- **Per participant cost of participant reimbursement:** Administrative costs and participant supports are included in the cost per participant. Participants supports necessary for completing this component are subject to the limits identified in Table 1, Section X of this document. Participants who are participating in other FSET components may receive supports identified for that component.
- **Total cost of the component:**

(Goodwill Construction Skills Program) $\$44,014/10 = \4401 per student

Part E - Table 2: E&T Component Detail: Non-Education, Non-Work Components (see narrative for more detail)

Component	Description (see narrative for more detail)	Geographic Area	Target Audience	Anticipated monthly participants (unduplicated count)	Anticipated Monthly cost*	Provider (Contracted, SNAP agency, or both)	Reporting Measure(s) – if > 100 participants
<i>Supervised Job Search</i>	Supervised Job Search may be conducted by providers so long as they meet new federal standards.	Areas where Contracted Providers are located ***	ABAWDs and Work Registrants	See Job Search Training**	(Combined under Job Search Training)	Contracted Providers	Not Applicable
<i>Job Search Training</i>	Workshops and other supervised training to prepare for job search readiness, includes assessment and case management	Areas where Contracted Providers are located ***	All FSET participants, ABAWDs and Work Registrants prioritized	24	\$60,239	Contracted Providers	See required National Measures in Attachment 1: Of those completing component, Median Quarterly Wages in 2 nd quarter after completion of participation in E&T
<i>Job Retention Services</i>	Supports available to recipients who obtained jobs through FSET job search activities	Areas where Contracted Providers are located ***	All FSET participants, ABAWDs and Work Registrants prioritized	See Job Search Training**	(Combined under Job Search Training)	Contracted Providers	Not applicable, less than 12 participants expected.

* Limit anticipated monthly cost to administrative costs only. This does not include participant reimbursements.

**These components are combined in a comprehensive package that cannot be broken out to this level of detail.

*** Areas where Contracted Providers are located includes:

Goodwill: Augusta, Bangor/Belfast/Ellsworth, Lewiston, and Portland.

FFD and Axiom: Calais and Machias areas

MEOC: statewide

May be expanded as additional contracts are added.

Part E - Table 2: E&T Component Detail: Education Components (see narrative for more detail)							
Component	Description & justification	Geographic Area	Target Audience	Anticipated monthly participants (unduplicated count)	Anticipated monthly cost*	Provider (Contracted, SNAP agency, or both)	Reporting Measure(s) – if > 100 participants
<i>Education</i>	HISET and ESL, post-secondary including certificate, stackable credentials, and two-year programs	Areas where Contracted Providers are located***	ABAWDs and Work Registrants	Up to 95 participants	\$5800	Contracted Providers	Not applicable, less than 100 expected.

* Limit anticipated monthly cost to administrative costs only. This does not include participant reimbursements.

Part E - Table 2: E&T Component Detail: Work Components (see narrative for more detail)							
Component	Description	Geographic Area	Target Audience (e.g., Homeless, ABAWDs)	Anticipated monthly participants (unduplicated count)	Anticipated monthly cost*	Provider (Contracted, SNAP agency, or both)	Reporting Measure(s) – if > 100 participants
<i>Workfare</i>	Work in lieu of wages up to value of household SNAP benefit, overseen and supported by Provider	Areas where Contracted providers are located***	ABAWDs	1	(See Job Search Training Above)	Contracted Providers	N/A
<i>Work Experience</i>	Paid or unpaid On-the-job training programs with for profit or not-for-profit agencies	Areas where Contracted providers are located***	All FSET participants, ABAWDs and Work Registrants prioritized	1	\$3667	Contracted Providers	N/A

