

Family Assistance Letter # 169
OFFICE OF FAMILY ASSISTANCE
July 18, 2018

TO: Directors, County Departments of Job and Family Services

FROM: Kara B. Wente, Deputy Director, Office of Family Assistance 

SUBJECT: Annual County Employment and Training Plans

Background

The United States Department of Agriculture, Food and Nutrition Service (FNS) requires the Ohio Department of Job and Family Services (ODJFS) to update its Supplemental Nutrition Program (SNAP) Employment and Training (E&T) Plan annually. Consequently, ODJFS requires county agencies to annually update their E&T plans using a template provided by the State.

The County SNAP E&T Plan template has been slightly modified to simplify the county submission process while still capturing the necessary elements required by FNS. Responses are required for all sections in the plan. Where possible, text prompts have been provided to guide counties toward appropriate responses.

Due Date

The County SNAP E&T Plans should be submitted to WACTA@jfs.ohio.gov no later than **August 3, 2018**. Plans will be assigned to a reviewer who will evaluate the plan and contact counties to complete the process by communicating necessary adjustments to the data collected, obtaining director and fiscal representative signatures, and possible submission of addendum and related materials. This year, counties may wait to obtain signatures until the plan has been accepted by the assigned reviewer. The reviewer will provide instructions regarding this step.

If you have any questions about the SNAP E&T Plan or submission process, please contact Denise Olson at (419)247-0472 or at Denise.Olson@jfs.ohio.gov.