



State of Illinois
Department of Human Services

SNAP Employment and Training Program

Helping you find and
keep the right job

For more information:

Call or visit your Illinois Department of Human Services' Family Community Resource Center (FCRC).

If you have questions about any Illinois Department of Human Services (IDHS) program, call or visit your FCRC. We will answer your questions. If you do not know where your FCRC is or if you are unable to go there, you may call the automated helpline 24 hours a day at:

1-800-843-6154

1-866-324-5553 TTY/Nextalk, 711 TTY Relay

You may speak to a representative between:

8:00 a.m. - 5:30 p.m.

Monday - Friday (except state holidays)

For answers to your questions,
you may also write:

Illinois Department of Human Services

Bureau of Customer Support and Services

600 E. Ash, Building 500, 5th Floor

Springfield, Illinois 62703

Visit our web site at:

www.dhs.state.il.us



In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

IDHS 4538 (R-12-18) SNAP Employment and Training Program

Printed by the Authority of the State of Illinois.

8,000 copies PO #19-0772



*The SNAP
Employment &
Training Program's
(SNAP E&T) goal is to
help you improve your
work skills and assist you
in finding a job through
short-term training and
work assignments as
well as GED,
resume-writing
and interviewing
classes.*

SNAP Employment and Training Program

*Helping you find and
keep the right job*

Supportive Service Payments

You may qualify for supportive service payments when you take part in SNAP E&T program activities. SNAP E&T program activities will work to enhance your job skills and help you search for employment. Supportive service payments will help you with work related expenses such as transportation or special clothing expenses.

Getting Started

In order to match you with the right services, each applicant will meet with program staff and be assigned to a SNAP E&T program activity. The activities you are expected to do will be explained by program staff. To receive the full SNAP benefits and supportive service payments that you are entitled to, make sure that you do not miss any meetings and that you complete all assigned activities.

Sanction for Not Complying

If you miss a meeting or fail to complete an assigned activity, a meeting will be scheduled with you to find out why. If meetings and activities are missed or you do not comply with an activity assignment, your SNAP benefits may be reduced or stopped. Reasons for not complying, such as illness or unexpected emergencies, may be excused and will prompt a rescheduling of the activities that have not been completed. Contact program staff as soon as you know that you will be unable to fulfill a meeting or assigned activity.

Who Does Not Have to Participate in the SNAP E&T Program?

If you meet any one of the following conditions, you do not have to take part in the SNAP E&T program, but we encourage you to volunteer:

- you are under age 18 or are age 50 or older;
- you are a student, enrolled at least half-time;
- you participate in a drug addiction or alcohol treatment and rehabilitation program;
- you receive Unemployment Insurance;
- you are responsible for the care of an incapacitated person;
- you are pregnant or physically or mentally unable to work;
- you are residing in a SNAP household and the household includes a (child)ren under age 18;
- you are employed or self-employed, working at least 30 hours per week or receiving weekly wages of 30 times the federal minimum wage;
- you live in an exempt area where SNAP E&T provider slots are not available for active participation.