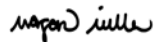


## TEXAS WORKFORCE COMMISSION LETTER

<b>ID/No:</b>	WD 06-17
<b>Date:</b>	February 7, 2017
<b>Keyword:</b>	SNAP E&T
<b>Effective:</b>	Immediately

**To:** Local Workforce Development Board Executive Directors  
Commission Executive Offices  
Integrated Service Area Managers



**From:** Reagan Miller, Deputy Director, Workforce Solutions

**Subject:** **Change in Use of Supplemental Nutrition Assistance Program Employment and Training Funds for Transportation-Related Support Services**

---

### **PURPOSE:**

To notify Local Workforce Development Boards (Boards) about a change in funding for transportation-related support services for Supplemental Nutrition Assistance Program (SNAP) recipients participating in SNAP Employment and Training (SNAP E&T).

### **BACKGROUND:**

On September 30, 2016, the U.S. Department of Agriculture Food and Nutrition Service (FNS) informed the Texas Workforce Commission (TWC) that SNAP E&T funding can no longer be used to pay for the following SNAP E&T transportation-related expenses:

- Automobile insurance
- Vehicle inspection
- Vehicle registration

Although FNS has approved automobile insurance and vehicle inspections as allowable support services in Texas' SNAP E&T State Plan of Operations since Federal Fiscal Year 2009 (FFY'09), FNS has asked TWC to revise its FFY'17 state plan to exclude automobile insurance and vehicle inspections from its list of transportation-related support services. This means that Boards can no longer use SNAP E&T funds for automobile insurance and vehicle inspections.

Additionally, during a management evaluation review conducted by FNS in FFY'16, FNS discovered that vehicle registration fees were paid for a SNAP recipient participating in SNAP E&T. FNS noted that vehicle registration fees are not allowable expenses.

**PROCEDURES:**

**NLF**: Effective immediately, Boards must ensure that SNAP E&T funds are not used for the following:

- Automobile insurance
- Vehicle inspection
- Vehicle registration

TWC will revise its SNAP E&T Comprehensive Guide to:

- remove automobile insurance and vehicle inspection as allowable transportation-related support services; and
- reiterate that SNAP E&T funds must not be used to pay for vehicle registration.

The following WD Letters have been revised to reflect the change: WD 27-10, entitled “Local Workforce Development Board Transportations Policies to Safeguard against the Misuse of Funds” and issued December 20, 2011, and Technical Assistance Bulletin 178, Change 2, entitled “Transportation Services—*Update*” and issued September 15, 2009.

**INQUIRIES:**

Send inquiries regarding this WD Letter to [wfpolicy.clarifications@twc.state.tx.us](mailto:wfpolicy.clarifications@twc.state.tx.us).

**RESCISSIONS:**

None

**REFERENCES:**

7 C.F.R. §273.7(d)(1)(ii)  
U.S. Department of Agriculture Food and Nutrition Service SNAP E&T Toolkit

**FLEXIBILITY RATINGS:**

**No Local Flexibility (NLF)**: This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by “must” or “shall.”

**Local Flexibility (LF)**: This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All information with an LF rating is indicated by “may” or “recommend.”