

Job Participation Incentive Answer Keys



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2. For systems issues contact the DHS Servicedesk

Scenario #1 - Greg Gilles

Greg and his two daughters, ages 7 and 3, applied for SNAP benefits. They are all US citizens. His filing date was 10/5/11. Greg attached his paystubs to his application. He had his intake interview on 10/6 and was determined eligible for SNAP. Greg's is bi-weekly. Greg's hours of work on his 10/1/11 paycheck showed 73 hours worked.

Is Greg JPI eligible? YES Why or Why not?

Greg and his daughters are SNAP eligible, they are all US citizens, Greg has a child under age 18, Greg has EML, and Greg is working average of 36.5 hrs/wk (biweekly so divide by 2... $73/2 = 36.5$) – rounded up to 37 hours which is higher than the federal participation rate for a single parent with a child under 6.

If eligible for JPI, what coding would need to be added to create a UCMS case for Greg?

If Greg doesn't have an open UCMS case, use Prog Code "P2". Setup case with Greg and his two children; RVW = NRD PKT# = 00 on front UCMS screen, Add 'S' to the JS field, Add GRADE (found on SNAP application), C/D JPI and N/R JPI 03/12 37.00 to Greg because 3/12 would be the due date of the interim change report; code both children with a CH ingrant code and a C/D of NMD and complete TANF Report Person Data screens on each person after saving UCMS entered data.

If eligible for JPI, what coding would Greg's FSMIS case need?

Issue SNAP benefits using CRT, SRS, ISS and the Rel ATP code you determine (IA/EA, etc.). The following day add HH type = JPI, issue JPI benefits using ADJ, ISS and Rel ATP: IN or EN, N/C Dollar Amt: 10.00, Ben MO-YR 10-11.

Scenario 2 - Jessie Black

Jessie turned in her recert packet on 9/28/11. She reapplied for benefits for herself and her children ages 14, 8 and 5. Everyone is a US Citizen. Jessie's SNAP case expires 9/30/11. Her new filing date is 9/28/11.

Jessie's worker processes the recert on 10/2 and Jessie receives the full month's SNAP benefits on October 8th. Jessie's average work hours were 19/wk.

Is Jessie JPI eligible? NO Why or Why not? Jessie is not averaging work hours of 20 or more per week which is the number of hours required for her to meet federal participation requirements as she is a single parent and her youngest child is under 6.

Note: If Jessie had been working an average of 19.5 hours or more, she would have been eligible. If she had been eligible, she should have received both a September and October JPI issuance as she turned in her income verification in September while her SNAP case was open. This would have been issued using a ADJ ISS transaction code and using EN/IN in the Rel ATP field with a \$20 amount and a 09/12 in the benefit month.

Scenario 3 – Janice Van Buren

Janice turned in her SRS interim report on 11/7/11. Her case was in suspense. The worker processed the report on 11/9/11. Janice is an ineligible non-citizen. She receives SNAP benefits for her 2 year old twins, Rodney and Raymond, who are both US citizens. Janice is working at Wal-Mart. In October she averaged 24 hours per week.

Is Janice JPI eligible? NO Why or Why not? Janice is not a qualified non-citizen and is not eligible for SNAP benefit

Scenario 4 - Douglas Doon

Douglas started a landscaping business about a year ago. Douglas applied for SNAP benefits on November 4th for himself and his twin girls (age 17). Douglas and both his daughters are US citizens. Douglas completed his intake appointment on 11/4 and his worker determined that they are eligible for SNAP benefits. Douglas' gross income for October was \$2000 and it is representative of his future income. Douglas has a number of expenses –for his business (gas, tools, etc.). For SNAP his income will be entered as \$2,000 SEC. Douglas' daughters will turn 18 in April.

Is Douglas JPI eligible? YES Why or Why not? Douglas and his daughters are SNAP eligible, they are all US citizens, Douglas has a child under age 18, Douglas has SEC income, Douglas work hours are determined by his GROSS income of \$2000 (do not do anything with expenses, for JPI no deductions are considered) divided by Oregon minimum wage (\$2000/\$9.10 = 219.78 hours for the month. Convert monthly hours by dividing by 4.3 weeks (219.78 hr/4.3 = 51.11 and round down to 51 hrs/wk)

If eligible for JPI, what coding would need to be added to create a UCMS case for Douglas?

If Douglas doesn't have an open UCMS case, use Prog Code "P2". Setup case with Douglas and his two children. Code both children with an ingrant code of CH and a C/D of NMD; RVW = NRD PKT# = 00 on front UCMS screen, Add 'S' to the JS field, Add GRADE (found on SNAP application), C/D JPI and N/R JP2 04/12 51.00 to Douglas; complete TANF Report Person Data screens on each person.

If eligible for JPI, what coding would Douglas' FSMIS case need?

Issue SNAP benefits using CRT, SRS, ISS and the Rel ATP code you determine.

The following day add HH type = JP2, issue JPI benefits using ADJ, ISS and Rel ATP: IN or EN, N/C Dollar Amt: 10.00, Ben MO-YR 11-11.

Reminder: In the scenario above, Douglas' children turn 18 in April. When you process Douglas' interim for May he will no longer have a child under 18 in his household and will no longer be eligible for JPI.

Scenario 5 – Sally Sweet

On October 21st, Sally submitted the SNAP recertification paperwork for herself and her son age 3. Sally received a JPI benefit of \$10 in October. Sally and her son are both US citizens. The worker processed the paperwork on October 24th and determined they are eligible for SNAP benefits and she was recertified for 11/1. Sally is a CNA and works for Horizon Homecare. Her work hours averaged 22.33/week, rounded down to 22 hours a week

Is Sally JPI eligible? YES Why or Why not? Sally and her son are SNAP eligible, they are US citizens, Sally has a child under age 6, Sally has EML and is working average of 22.33 hrs/wk

If eligible for JPI, what coding would need to be added to create a UCMS case for Sally?

Update the GRADE field if needed, Add C/D JPI and N/R JPI 04/12 22.00 to Sally; complete TANF Report Person Data screens on each person.

If eligible for JPI, what coding would Sally's FSMIS case need?

HH type = JPI will most likely still be on FSMIS but ensure it hasn't been removed. No issuance is necessary of regular or JPI amounts, the case is coded and ready to issue out both SNAP and JPI for November. The JPI benefit will be issued on 11/1 and the SNAP benefits will be issued as the system would normally issue them (by the last number of the SSN).