

Xochitl Esparza, TANF Program Manager
Authorized Signature

Number: SS-AR-12-008
Issue Date: 06/28/2012

Topic: Food Benefits

Due Date: Continuous

Subject: Job Participation Incentive (JPI) Expansion -JP2

Begin coding now: JPI-eligible cases with a child age 6 to under 18 with JP2 coding

Applies to (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (please specify): Self-Sufficiency Staff |

Reason for Action: Effective May 24, 2012, JPI eligibility was expanded to include single parents with an open SNAP case who are working at least 30 hours per week and who have a child age 6 to under age 18.

The implementation of this JPI expansion had to be staggered. It was necessary to proceed with changes to JPI rule and policy prior to the FSMIS systems changes implemented in order to have the JPI expansion participants (JP2) impact the May TANF participation rates.

FSMIS modifications have been added, the auto issuance for May and June JP2 benefits have been processed. Letters to the clients who received those JP2 benefits are being sent today, June 28, 2012.

Action Required:

- Continue identifying eligible JPI individuals on SNAP cases as intakes, recertifications and Interim Change Reports are processed as well as when transitioning into SNAP TBA reporting;
- Begin coding the new JP2 group of eligible JPI clients on the CM and FSMIS Systems;
- JP2 is the expanded JPI benefit category for SNAP single parent households who do not have a child under the age of 6 but who do have a child age 6 to under 18.

- Both JPI and JP2 still need to meet federal participation rate requirements:
 - JPI equals 20 average weekly hours of employment;
 - JP2 equals 30 average weekly hours of employment.

Remember: Accurate coding of JPI cases is critical to help Oregon meet federal TANF work participation rate requirements. There must be appropriate coding on both CM and FSMIS in order to connect a client’s JPI food benefit to the client’s hours of work participation.

- FSMIS coding:
 - Add JPI HH type when the single parent has a child under the age of 6 and has earned income of at least \$680;
 - Add JP2 HH type when the single parent does not have a child under the age of 6, but does have a child age 6 to under 18 and has earned income of at least \$1,056.
- CM Coding:
 - JPI and JP2 Need/Resources (N/R) are allowed only on P2 and M5 cases;
 - JPI and JP2 N/R require a JPI case descriptor;
 - The JPI and JP2 N/R end date should be the same as the SNAP reporting period or SNAP certification end date;
 - JPI N/R requires a minimum of 20 hours in the N/R amount;
 - JP2 N/R requires a minimum of 30 hours in the N/R amount.

See prior transmittal for more details on the JPI expansion – [SS-PT-12-012](#)

Field/Stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

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