

Amended by R.1993 d.62, effective February 1, 1993.
See: 24 N.J.R. 3207(b), 25 N.J.R. 584(a).

In (e): added individuals exempt from work registration not included in base of eligibles.

Repealed by R.1998 d.498, effective October 5, 1998.

See: 30 N.J.R. 1928(a), 30 N.J.R. 3669(b).

Section was "Employment and training program performance standards".

10:87-10.4 Work registration

(a) Each household member who is not exempt in accordance with the provisions of N.J.A.C. 10:87-10.7 shall be registered for employment by the CWA at time of application, and at least once every 12 months after initial registration, as a condition of eligibility for participation in the Food Stamp Program.

(b) Registrants who move out of the area shall reregister at their new location.

(c) The registration form need not be completed by the member required to register.

(d) The CWA shall provide work registration forms to the applicant or the household's authorized representative for each household member required to register for employment and permit the applicant or authorized representative to complete the form. Household members are considered to have registered when a completed work registration form is submitted to the CWA.

(e) The employment and training components to which participants will be referred may be limited by the availability of administrative funds provided by USDA.

Amended by R.1989 d.121, effective February 21, 1989.

See: 20 N.J.R. 2689(a), 21 N.J.R. 511(b).

This section was originally "Forms used in fiscal operations". The original text was repealed and the new section was recodified from 3.15.

10:87-10.5 Appropriate Food Stamp Employment and Training Program Office (FSETP) defined

For the purposes of Food Stamp Program work registration and work and training requirements, the "appropriate" Food Stamp Employment and Training Program Office (FSETP) shall be defined as that FSETP or its designee having jurisdiction in the area in which a registrant resides.

Amended by R.1989 d.121, effective February 21, 1989.

See: 20 N.J.R. 2689(a), 21 N.J.R. 511(b).

This section was originally "Documents (computer printouts) used in the FSCO" and it was repealed. The new section was recodified from 3.16.

10:87-10.6 Registration procedure

(a) The CWA shall register for work each household member not exempted by the provisions of N.J.A.C. 10:87-10.7 regardless of whether or not the geographic area where the member resides is participating in the Food Stamp Employment and Training Program (ETP). In addition, exempt food stamp participants who voluntarily elect

to participate in ETP shall be work registered as a volunteer.

1. The Food Stamp ETP is a work experience, work training or job search program designed to help food stamp recipients move promptly into unsubsidized employment. The New Jersey Department of Labor (DOL) (or agencies subcontracted by DOL) is responsible for administering ETP.

(b) Upon reaching a determination that an applicant or a household member of the applicant's household is required to register, the CWA shall explain to the applicant the pertinent work requirements, the rights and responsibilities of work registered household members, and the consequences of failure to comply.

1. The CWA shall also provide, either by mail or in person, to each work registrant in the household, a written statement of the pertinent work requirements, rights and responsibilities of work registered household members, and consequences of failure to comply. A notice shall also be provided when a previously exempt member or new household member becomes subject to a work requirement, and at time of recertification.

(c) The CWA shall permit the applicant or the household's authorized representative to complete a work registration form for each household member required to register for work.

(d) Household members are considered to have registered when an identifiable work registration form is submitted to the CWA.

(e) Registration shall be accomplished through the execution of a work registration form. The certification worker shall review the registration form for completeness, retain a copy in the case record, and forward the original to the appropriate FSETP office in accordance with DFD instructions. If the certification worker is aware that any registrant is exempt from work registration, including migrant or seasonal farm workers away from their usual place of residence, and following the work stream, it shall be reflected on the work registration form. The CWA shall forward work registration forms to the DOL office not later than five days after the date of certification.

(f) Frequency of registration: Each nonexempt person shall be required to register at the time of application and at least once every 12 months thereafter. Reregistration shall be accomplished by the return of a completed work registration form to the CWA which shall retain a copy in the case record and forward the original to the appropriate DOL office in accordance with (e) above.

(g) Changes to be reported to DOL: The CWA shall be responsible for notifying the appropriate DOL office via an information report form of those work registrants who become exempt from the work registration requirements

member was caring) shall register for employment when the change is reported according to the following procedures:

1. The CWA shall be responsible for providing the participant with the work registration form when the change is reported.

2. Participants shall be responsible for returning the work registration form to the CWA within 10 calendar days from the date the work registration form was handed to the household member reporting the change in person, or the date the CWA mailed the work registration form.

3. If the household fails to return the work registration form, the CWA shall issue a notice of adverse action stating that the participant, or if the individual is head of household, the household is being terminated and why, but that the termination can be avoided by returning the work registration form.

(b) Persons who lose their exempt status due to a change in circumstances that is not subject to the reporting requirements of N.J.A.C. 10:87-9.5(a) shall register for employment at the time of the household's next recertification.

Amended by R.1989 d.121, effective February 21, 1989.
See: 20 N.J.R. 2689(a), 21 N.J.R. 511(b).

The original section was "program code description" and was repealed. The new section was recodified from 3.18 (c).

10:87-10.9 Work registrant requirements

(a) If a person is not exempt from employment and training requirements, the DOL worker shall be responsible for screening (assessing) that person and, if appropriate, referring him or her to an ETP component within 10 days of the initial assessment. Upon entry into each component, the registrant participant or volunteer shall be told, either orally or in writing, the requirements of the component, what will constitute noncompliance and the sanctions for noncompliance. The CWA food stamp office shall take appropriate sanction action within 10 working days after learning of noncompliance.

1. Assessment defined: Assessment is defined as an in-depth evaluation of employability skills coupled with counseling on how and where to search for employment. If combined with work experience, employment search or training, an assessment of this nature could constitute part of an employment and training component.

(b) Work registrants shall:

1. Report, at the direction of the DOL, to an assessment interview and/or to an ETP component;

2. Participate in an employment and training program activity, if assigned;

3. Respond to a request from the DOL or its designee for supplemental information regarding employment status or availability for work;

4. Report to an employer to whom referred by the DOL or designee if the potential employment meets the suitability requirements described in N.J.A.C. 10:87-10.15.

5. Accept a bona fide offer of suitable employment at a wage not less than the higher of either the applicable State or Federal minimum wage.

(c) Employment and training programs are as follows:

1. Persons required to register for work and not exempted from placement in an ETP component shall be subject to the employment and training requirements for that individual. Such individuals are referred to as ETP mandatory participants.

2. Employment and training programs may include, but are not limited to, approved:

i. Job search activity (see N.J.A.C. 10:87-10.17 and 18);

ii. Training activity (see N.J.A.C. 10:87-10.19);

iii. Employment activity; or

iv. On-the-job training when approved under JTPA;

v. Other activity that will lead to gainful employment.

3. Failure to comply without good cause with the employment and training requirements shall result in disqualification of the individual, or in the case of non-compliance of the head of household, the entire household shall be disqualified in accordance with the provisions of N.J.A.C. 10:87-10.20.

4. Time spent in an ETP: The number of months a participant spends in an ETP component shall be determined by the DOL. The DOL shall also determine the number of successive components in which a participant may be placed.

i. The minimum level of effort of any work or training component shall provide that compliance by the work registrant shall entail an average of 12 hours of activity per month per participant for two months (or less in a work experience component if the household's benefit divided by the minimum wage is less than this amount).

ii. The time spent by the members of a household collectively each month in an ETP work experience component shall not exceed the number of hours equal to the household's allotment for that month divided by the higher of the applicable State or Federal minimum wage.

iii. The total hours of participation in an ETP component for any household member individually in any month, together with any hours worked for compensation in cash or in kind, shall not exceed 120.

5. Participants in an employment and training program, including volunteers, shall receive a participant allowance provided through the CWA for costs of transportation, or other costs that are reasonably necessary and directly related to participation in the employment and training

programs at the flat rate of \$25.00 per month for all participants. Dependent care expenses shall not be reimbursed through the \$25.00 allowance, but shall be reimbursed in accordance with (c)6 below.