**DATE: February 10, 2017**

**OPERATIONS MEMORANDUM #17-02-02**

**SUBJECT:** Supplemental Nutrition Assistance Program (SNAP) Benefits for Able-

Bodied Adults without Dependents (ABAWDs) mailers

**TO:**  Executive Directors

**FROM:** Inez Titus

 Director

 Bureau of Operations

**PURPOSE**

This memo provides information on the SNAP ABAWD mailers that will be mailed in January 2017.

**BACKGROUND/DISCUSSION**

Federal regulations at 7 CFR §273.24 require able-bodied adults age 18 through 49 with no dependents (ABAWDs) to meet an ABAWD work requirement as a condition of ongoing SNAP eligibility. As of January 1, 2017, the areas that are waived and not waived from the ABAWD time limit requirements have changed. The Food and Nutrition Service (FNS) has approved a waiver of the time limit for ABAWDs in 43 counties and 14 cities and towns.

The Department of Human Services (DHS) will be sending out a letter to ABAWDs that are living in areas that are now waived, as well as a notice to ABAWDs in Lancaster city who are no longer waived from the time limit. The following client messages will be sent:

* [**CM 559**](http://mydhs/cs/groups/webcontent/documents/document/c_258194.pdf)
	+ This letter that will be mailed to ABAWDs living in an area that has become waived in January 2017. This letter informs the ABAWD that they are waived from the ABAWD work requirement. It also explains what happens if the ABAWD moves to a non-waived area.
* [**Individual client notice**](http://mydhs/cs/groups/webcontent/documents/document/c_258195.pdf)
	+ An individual client notice will be mailed to ABAWDs living in Lancaster city notifying them of the three month time limit and how to remain exempt from it.

**NEXT STEPS**

1. Share and review this information with appropriate staff members.
2. Direct questions regarding this Operations Memorandum to your Area Manager.
3. This Operations Memorandum will become obsolete when the SNAP Handbook has been updated.