

## 08 NA Employment and Training (NA E&T) - Overview

**REVISION 45**  
(01/01/17 – 12/31/17)

The SNA Employment and Training Program (SNA E&T) is a work program that is designed to complete the following:

- Promote participant employment.
- Providing the training necessary to obtain employment and decrease NA dependency.

Jobs staff through its **SNA E&T** section provides job search and job placement assistance to all mandatory NA E&T participants.

All NA participants whose names appear on a signed **FAA [official application](#)** are registered for the SNA E&T program.

Staff must screen each participant for NA E&T registration or participation when any of the following occurs:

- Initial interview
- Renewal interview
- Change report

A participant who meets one of the NA **[E&T Registration Exemptions](#)** is exempt.

A participant who is not exempt from the registration exemption criteria must be screened for an NA **[E&T Participation Exemption](#)**. A participant who meets one of the NA E&T participation exemptions is exempt.

All participants who do not meet either a registration or participation exemption must be assigned a mandatory participation status. These participants must participate in the SNA E&T program.

NA participants who are exempt from E&T registration or participation may choose to **[participate voluntarily](#)**.

Participants who meet either of the following cannot participate in the SNA E&T program:

- **[Disqualified NA participants](#)**
- **[NA nonparticipants](#)**

There are penalties associated with failure to comply with the SNA E&T program requirements. The penalty varies depending on both of the following:

- Whether the participant is the [NA E&T Lead Participant](#)
- The nature of the [NA E&T Noncompliance](#)

NA E&T offices can be located through the Supplemental Nutrition Assistance Program Career Advancement Network (SNAP CAN) Program. For more information on SNAP CAN, visit their website at <https://des.az.gov/services/employment/job-seekers/snap-can/snap-recipients>.

Policy and procedures regarding NA E&T are outlined as follows:

- [Informing NA Participants](#)
- [FAA/E&T Communications](#)
- [NA E&T Registration](#)
- [NA E&T Registration Exemption](#)
- [NA E&T Participation](#)
- [NA E&T Participation Exemption](#)
- [NA E&T Lead Participant Selection Rules](#)
- [Mandatory E&T Referral](#)
- [Voluntary E&T Referral](#)
- [NA E&T Participant Allowances](#)
- [NA E&T Noncompliance](#)
- [NA E&T Comparable UI Requirement](#)
- [NA E&T Related Disqualification](#)
- [NA E&T Disqualification Duration](#)
- [NA E&T Disqualification Start Date](#)
- [NA E&T Disqualification Process/NA E&T Lead Participant](#)
- [NA E&T Disqualification Process/NA E&T Non-Lead Participant](#)
- [NA E&T Disqualification/Closed Cases](#)
- [NA E&T Disqualified Participant who joins a new budgetary unit Reinstatement](#)
- [NA E&T Appeals Process](#)