**Appendix V. Study description**

OMB No. 0584-[NEW]

*Survey of Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Case Management*

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Food and Nutrition Service

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|  | **Survey of SNAP Employment and Training (E&T) Case Management** |
| **Study overview** | The U.S. Department of Agriculture’s Food and Nutrition Service (FNS) is sponsoring the Survey of SNAP E&T Case Management study to examine how agencies provide case management, assessment, and participant reimbursements and other supports in their SNAP E&T programs and to gather best practices and lessons learned. Although many SNAP agencies have provided case management for a number of years, in-depth information about case management approaches and the characteristics of services is lacking, including how agencies assess SNAP E&T participants’ needs and connect them with participant reimbursements and other support services. To help develop a deeper understanding of case management for SNAP E&T, FNS has contracted with Mathematica who, with its subcontractor Social Policy Research Associates, is undertaking a study to (1) describe agencies’ approaches to SNAP E&T case management, (2) provide a comprehensive picture of agencies’ approaches to assessing SNAP E&T participants, (3) document agencies’ approaches to offering participant reimbursements and other supports, and (4) describe agencies’ responses to a new case management requirement in the 2018 Farm Bill.  |
| **Key study tasks**  | The study involves several key tasks that will inform the findings, including: **Surveying all 53 SNAP E&T agencies**. The survey will provide a high-level understanding of how each SNAP E&T program approaches case management including how they assess and provide participant reimbursements and other supports to participants and responses to the new case management program requirement.**Conducting in-depth case studies of four SNAP E&T programs**. The case studies will provide a detailed understanding of how four SNAP E&T programs provide case management, assess participants, and offer participant reimbursements and other supports. Trained interviewers from the study team will interview SNAP administrators, local SNAP agency staff, and E&T provider staff and observe case management and assessment activities. The team will also request aggregate administrative data, as well as policy memos and other relevant documents.  |

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| **Study schedule** | The study began in September 2019 and will continue through September 2022. Documents and aggregate administrative data will be collected from case study agencies in the fall/winter of 2020, the survey will be fielded in the spring and summer of 2021, and the case study site visits will be conducted in the spring of 2021.  |
| **Study products** | The study team will produce a final report that will summarize the aggregate survey results, discuss findings from each case study, and include 53 standalone profiles highlighting State- and territory-specific information. The report will document general lessons learned, best practices, and areas for improvement for SNAP E&T case management, assessment, and provision of participant reimbursements and other supports that FNS and the SNAP agencies can use to inform their practice. |
| **To learn more** | Contact the Mathematica project director, Kristen Joyce, at kjoyce@mathematica-mpr.com. Contact the FNS project officer, Kristen Corey, at kristen.corey@usda.gov. |