



Contracting to provide SNAP Employment and Training

SNAP Employment and Training (SNAP E&T) is a federal program, authorized through the Farm Bill, and administered statewide by the Minnesota Department of Human Services (DHS). The program is primarily, but not exclusively, operated through a third-party partnership model wherein organizations and agencies enter into contracts to provide employment and training services, and are reimbursed 50% for those services. Regardless of the agency contracting for employment and training services, services must be provided using nonfederal funds in order to receive reimbursement.

Minnesota's SNAP E&T program is built on strong partnerships and offers multiple contracting options. Interested providers can contract through DHS, the Minnesota Department of Employment and Economic Development (DEED), or through Hennepin County. Due to administrative challenges, providers are strongly discouraged, but not prohibited, from contracting with multiple agencies.

This document provides guidance about the different paths in order for potential providers to make informed decisions about contracting. DHS, DEED, and Hennepin County work closely together to expand and support this program, providing significant support to help new providers get up and running, and helping existing providers expand their services. Providers not selected through the application/RFP process may be contacted about applying through other upcoming applications/RFPs with another contracting agency.

Contracts with the Minnesota Department of Human Services

DHS contracts directly with agencies and organizations to offer a range of jobs-driven employment support programs across the state. This includes organizations already receiving a portion of SNAP E&T funding through their local county. DHS is the contracting agency for all tribal contracts and other state agencies, and is able to provide 75% reimbursement for qualifying tribal programs. Agencies and organizations wishing to contract with DHS may serve residents of any county in Minnesota and may seek reimbursement on any source of non-federal funding. DHS considers new providers approximately every two years through a state RFP process.

Contracts with the Department of Employment and Economic Development

DEED's SNAP E&T program is available as an enhancement to existing contracts for non-federal funding through DEED's Adult Career Pathways competitive grants and Displaced Homemaker Program. In order to contract with DEED for SNAP E&T funds, providers must already have a contract with DEED to offer another program. DEED-contracted providers may serve residents of any county in Minnesota and may only seek reimbursement on the DEED funding that has been approved. DEED's SNAP E&T providers typically provide SNAP E&T services through

DEED for the duration of their DEED program contract. It is expected, but not required, that providers will use DEED contracting as an initial step toward offering broader SNAP E&T services in the future. Interested organizations already receiving Adult Career Pathways funding may apply through the DEED application process, which is typically offered annually.

Contracts with Hennepin County

Hennepin County contracts with organizations to provide a range of jobs-driven employment supports to residents of Hennepin County with low incomes. Hennepin County contracted agencies will receive the following assistance: onboarding and training, technical assistance, monitoring and guidance; and advocacy and support for innovative program design. Hennepin County-contracted agencies can only seek reimbursement for services offered to Hennepin County residents.