

SNAP has two sets of work rules. The General Work Rules and ABAWD Work Rules. Each has their own set of rules and exemptions. Some people may need to meet only one set of work rules, while others may need to meet both. We are going to go over the Work Rules that *you* must follow.

**STOP:** Only read the General Work Rules section if anyone in the household must follow the General Work Rules. If no one is required, skip to the ABAWD section below.

### **General Work Rules**

We will review what we call the “General Work Rules.” To keep SNAP benefits, these rules must be followed by **[name each household member subject to the General Work Rules]**.

To meet the General Work Rules, this means **[insert applicable name(s)]** must:

- accept any job offer, and
- not quit or reduce their hours to less than 30 per week.

If **[insert applicable name(s)]** does not follow this rule without having a good reason, your SNAP benefits may close or go down for:

- three months, the first time they do not follow the rules;
- six months, the second time they do not follow the rules; and
- twelve months, the third time they do not follow the rules.

If **[insert applicable name(s)]** is unable to follow these rules for a good reason, they will not need to meet the rules. Good reasons are issues you cannot control such as getting sick, not having childcare for a child under 12, or quitting a job due to unreasonable work conditions. These are some examples, but there are more possible reasons.

If there is a good reason these rules cannot be followed let me know now or call the assistance line.

If **[insert applicable name(s)]** follows the rules after losing SNAP, their SNAP can be restored before the end of the disqualification period.

However **[insert applicable name(s)]** may not have to meet the work rules if they become exempt. Some of the exemptions DTA will know about and you do not need to tell us, such as someone turning 60 years old. Other exemptions you will need to tell us if any of the following become true:

- Begin caring for a child under 6 or care for a person (adult or child) with a disability, even if not living in the same home.
- Earning at least \$217.50 week or working at least 30 hours per week.

- Participating in a substance use treatment program.
- Going to school, college, or a training program at least half time. This includes refugee training programs, business or technical schools, trade or vocational schools, etc.
- Applied for or began receiving unemployment benefits.
- Pregnant and within 120 days of your due date.
- Temporarily unable to work due to a health problem or a disability. This could be mental, physical, sensory, learning, intellectual, cognitive, or developmental.

If **[insert applicable name(s)]**, becomes exempt let us know as soon as possible. You can tell us on DTA Connect or by calling us at 877-382-2363.

### **SNAP Employment and Training**

Massachusetts has a voluntary employment and training program for SNAP recipients who do not receive cash assistance. This program, called SNAP Path to Work, can help you find or train for a job.

For more information visit [www.snappathtowork.org](http://www.snappathtowork.org).

Do you have any questions about what I have reviewed with you?

**STOP:** Only read the next two sections if anyone in the household must also meet the ABAWD Work Rules. If no one is required, skip to the Appeal Rights section and review.

### **ABAWD Work Rules**

We will review what we call the “ABAWD Work Rules.” “ABAWD” means “Able-Bodied Adult Without Dependents.” To keep SNAP benefits, these rules must be followed by **[name each household member subject to ABAWD work rules]**.

To meet the ABAWD Work Rules, **[insert applicable name(s)]** must:

- Participate in a DTA-approved, ABAWD employment and training activity 20 hours per week; or
- Volunteer at a non-profit or public organization for a required number of hours per month. The required number of hours is your benefit amount divided by the state minimum wage. You will get a notice with the exact number of hours required; or
- Work 20 hours per week or 80 hours per month, this can be either paid or unpaid work. Once working, if the work hours drop below 80 hours per month, you must report this to us by the 10th day of the next month.

[Insert applicable name(s)] can only get SNAP benefits for three months in a three-year period unless the ABAWD work rules are met. Not following these rules for a total of three months between now and December 31, 2026 will result in losing SNAP. Every time you go a full month without meeting the rules, we will send you a notice telling you how many months you can receive SNAP benefits for without meeting the rules. After the second full month of not meeting the rules, we will warn you that your benefit will close if you do not meet.

If you or other people in your household lose SNAP benefits, we can reinstate SNAP benefits if the disqualified household member(s):

- Starts following the rules;
- No longer has to follow the rules because they meet an exemption;
- Had a good reason for not following the rules (Examples of a good reason include issues you cannot control, such as getting sick or not having transportation. There are other reasons, too. If we determine that there is good reason, we will not deny the SNAP benefits); or
- Applies and gets approved after December 31, 2026.

If there is a good reason for not following the rules you can tell me now or call us. If we agree there was a good reason, your SNAP benefits will not change.

However, [insert applicable name(s)] may not have to meet the ABAWD Work Rules if they become exempt. Some of the exemptions DTA will know about and you do not need to tell us, such as someone age 65. Other exemptions you may need to tell us include:

- Any of the exemptions we talked about earlier for the General Work Rules.
- Not able to work 30 hours or more a week because of a health reason.
- Pregnant in any trimester.
- American Indian or Alaska Native as described in the *Indian Health Care Improvement Act*

If [insert applicable name(s)] becomes exempt, let us know as soon as possible. You can tell us on DTA Connect or call us at 877-382-2363.

### **SNAP Employment and Training**

Although SNAP Path to Work is voluntary, participation in certain SNAP Path to Work programs can help meet ABAWD Work Rules. For more information visit [www.snappathtowork.org](http://www.snappathtowork.org). For example, you could meet the ABAWD Work rules by participating in the Work Participation Program (WPP) at your local Career Center [www.mass.gov/masshire-career-centers-for-jobseekers](http://www.mass.gov/masshire-career-centers-for-jobseekers).

**Read the next section to all households subject to General and/or ABAWD work rules.**

### **Appeal Rights**

If your SNAP benefits are reduced or denied because someone in your household did not follow the work rules, you have the right to appeal our decision. Information on how to file an appeal is available on all our closing or denial notices. We will send you a notice whenever your SNAP benefits are closed or reduced.

Do you have any questions about what I have reviewed with you?