



HUMAN SERVICES
DEPARTMENT

Susana Martinez, Governor
Brent Earnest, Secretary
Marilyn Martinez, Director

General Information Memorandum

ISD-GI 15-65

TO: ISD Employees & SL Start
FROM: *JB* Marilyn Martinez, Director, Income Support Division
DATE: November 25, 2015
RE: ABAWD Desk Guide

The federal Employment and Training (E&T) work requirement for Able Bodied Adults Without Dependents (ABAWDs) is going into effect on January 1, 2016. This means ABAWD individuals may only receive up to three (3) months of benefits, not including the first month if prorated, within a 36 month period without meeting work requirements.

The following ABAWD desk guide has been created to assist field staff in informing eligible recipients or public inquires regarding the upcoming change.

This GI has been posted to the forms drive: [\\isfasv025\ISDForms](#)

If you have questions regarding this GI please contact Marisa Vigil (505) 827-1326 or by e-mail at Marisa.Vigil@state.nm.us.

Rescinded 03/07/2016

ABAWD DESK GUIDE

When will the ABAWD criteria begin?

January 1, 2016

Who is an ABAWD?

An ABAWD is an able bodied individual between the ages of 18 and 49 who has no dependents living with them. A dependent is defined as a child under the age of 18 years old that is included in the SNAP household.

There are exceptions to ABAWD criteria:

An individual may be exempt from the work requirements if they meet one of the following criteria:

- Medically (either physical or mentally) unable to work*;
- Pregnant;
- Residing in a household with a dependent child under age 18 (dependent child must be included in the SNAP household even if not eligible to receive SNAP, for example does not meet citizenship status);
- Responsible for the care of an incapacitated adult (either a household member or non-household member);
- Applying for or receiving unemployment compensation*;
- Participating in a drug or alcohol treatment program*;
- Living in an waived area; or
- Enrolled at least half time in a school or training program - although a student may be exempt from ABAWD work requirements, the student must still meet student exemption criteria and all other applicable SNAP eligibility requirements.

*Some exceptions may require verification

ABAWDs will be limited to receive three (3) months of benefits in a 36 month period unless they are:

- Working an average of 20 hours per week
- Participating in an approved employment and training (E&T) program component up to a minimum of 20 hours per week (FLSA); or
- A combination of both
- Living in a Waived County, Tribe, Pueblo or Nation

Waived Counties

Cibola	Guadalupe	Luna	McKinley	Mora
Rio Arriba	Sierra	Taos	Torrance	Valencia

Waived Tribes, Pueblos and Nations

Acoma Pueblo	Cochiti Pueblo	Fort Sill Apache	Isleta Pueblo
Jemez Pueblo	Jicarilla Apache	Laguna Pueblo	Mescalero Apache
Nambe Pueblo	Navajo Nation	Ohkay Owingeh	Picuris Pueblo
Pojoaque Pueblo	San Felipe Pueblo	San Ildefonso Pueblo	Sandia Pueblo
Santa Ana Pueblo	Santo Domingo Pueblo	Santa Clara Pueblo	Taos Pueblo
Zia Pueblo	Zuni Pueblo		

If an individual used their three (3) countable months they may regain eligibility for SNAP benefits if any of the following occur:

- Works at least 80 hours in a 30 day period;
- Participates in an approved E&T activity for 80 hours in a 30 day period;
- Any combination of work and participation in an approved work program for a total of 80 hours in a 30 day period;
- Becomes exempt from work requirements;
- The 36 month period expires and a new 36 month period begins.

Special processes for ABAWDs:

- Starting with referrals received 11/15/15; all clients will be screened for ABAWD criteria.
- Any E&T disqualification placed on or before 10/15/2015 must remain for the duration of the disqualification and until compliance, whichever is later.
- Effective 01/01/2016, anyone with a disqualification can reapply for SNAP and have their disqualification removed regardless of compliance.

Note: Those recipients who are not ABAWDs are able to volunteer in the E&T program. Effective October 1, 2016, the E&T program will become mandatory for Non-ABAWDs that do not qualify for an exemption.

Rescinded 03/07/2016