

Do you receive SNAP benefits?



What is SkillUP?

SkillUP is a job-training program for SNAP participants to gain skills, training or work experience. SkillUP is free through a variety of locations and can help prepare you for a job that can raise your income.

Who can get help from SkillUP?

You can choose to take part in SkillUP if you are receiving SNAP benefits.

How can SkillUP help?

- Get skills you need through workshops & classes
- Pay for short-term training and certifications
- English as a Second Language (ESL)
- Pay for some daycare, work (including transportation), or training costs
- Understand your job skills and what you are interested in
- Update or create your resume so employers can see your skills
- Connect you with employers

Questions?

- **Visit:** mydss.mo.gov/skillup-program
- **Call:** **855-FSD-INFO** (855-373-4636)



What is an Able-Bodied Adult without Dependents (ABAWD)?

An ABAWD is a SNAP recipient between the age of 18-49 years, who does not have children in their SNAP household under the age of 18, OR ARE NOT:

- Disabled
- Pregnant
- A full-time student
- Caring for an ill or incapacitated household member
- Receiving unemployment
- Attending drug/alcohol treatment program
- Homeless

To receive more than 3 months of benefits, ABAWDs must do one of the following:

- Take part in work and/or training for 80 hours per month through SkillUP, or by getting documentation to the FSD
- Provide verification of work or training for 80 hours within the past 30 days to receive benefits again
- Inform the Family Support Division (FSD) if they are no longer an ABAWD or meet an exemption

What is a volunteer?

Not an ABAWD, but are **choosing** to participate in SkillUP.

What documents do I need?

ABAWDs can give the Family Support Division (FSD) documentation showing they have met the requirements such as:

- **Documents from employer, such as pay stubs or an employer statement** noting: (1) Your income before taxes and other deductions taken out; (2) How often you're paid; (3) The hours you worked.
- **Documents from self-employment income:** Documentation which shows your work hours, pay and expenses, or a prior year tax return (as long as it shows the current rate of pay)
- **Training or School Schedule.** Work or training you do through SkillUP gets reported to the FSD and may count toward your work requirement.

For more information about verification documents, visit: mydss.mo.gov/verify

The Department of Social Services is an equal opportunity employer.

Auxiliary aids and services are available upon request to individuals with disabilities.

Call **711** for Missouri Relay Services



DISCLOSURE NOTICE: If the vendor provides any "personal information" as defined in §105.1500, RSMo concerning an entity exempt from federal income tax under Section 501(c) of the Internal Revenue Code of 1986, as amended, the vendor understands and agrees that it is voluntarily choosing to seek a state contract and providing such information for that purpose. The state will treat such personal information in accord with §105.1500, RSMo.

DISCRIMINATION & CIVIL RIGHTS : In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the agency (state or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at **(800) 877-8339**.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling **(833) 620-1071**, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed **AD-3027** form or letter must be submitted to:

1. **mail:** Food and Nutrition Service, USDA | 1320 Braddock Place, Room 334 | Alexandria, VA 22314; or
2. **fax:** (833) 256-1665 or (202) 690-7442; or
3. **phone:** **(833) 620-1071**; or
4. **email:** **FNCSIVILRIGHTSCOMPLAINTS@usda.gov**

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