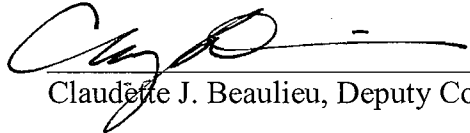




STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES
UNIFORM POLICY MANUAL



Claudette J. Beaulieu, Deputy Commissioner

August 12, 2009
Effective Date

POLICY TRANSMITTAL NO.: UP-09-16

SUBJECT: Change in SNAP Penalty for Voluntary Quit

Current Policy:

The Personal Work Opportunity and Reconciliation Act (PRWORA) of 1996 gave states the option of permanently disqualifying SNAP recipients who voluntarily quit a job or reduced their hours without good cause. The department adopted that option with all of the other PRWORA changes in 1996.

Revised Policy:

At this time, we are revising our regulation to eliminate the permanent disqualification for the third incidence of voluntarily quitting a job or reducing hours. The penalty for the second and all subsequent offenses will be six months.

INSTRUCTIONS FOR UPDATING THE UPM:

Remove and Recycle

3040/3040.05
3040.15/3040.15 p.2
3040.20/3040.20 p.2
P-3040.05

Insert

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DISPOSTION: This Policy Transmittal may be recycled once the UPM has been updated.

DISTRIBUTION: UPM List

RESPONSIBLE UNITS: Adult Services phone # (860) 424-5250.

MP
RC# - 08-01

**CONNECTICUT DEPARTMENT OF SOCIAL SERVICES
UNIFORM POLICY MANUAL**

Date: 8-12-09

Transmittal: UP-09-16

3040

Section:

Technical Eligibility Requirements

Type:

POLICY

Chapter:

Voluntary Quit

Program:

SNAP

Subject:

3040 Under certain conditions an applicant for or recipient of SNAP recipients who voluntarily quits employment is ineligible for a period of time.

This chapter describes:

- the individuals to whom this eligibility requirement applies;
- the circumstances which do and do not constitute a voluntary quit;
- the time limits within which a voluntary quit affects eligibility.

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UNIFORM POLICY MANUAL**

Date: 8-12-09

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3040.05

Section:

Technical Eligibility Requirements

Type:

POLICY

Chapter:

Voluntary Quit

Program:

SNAP

Subject:

Basic Provisions

3040.05 A. Applicants and Recipients

1. The following actions constitute voluntary quit, unless good cause exists as defined in this chapter:
 - a. an individual voluntarily quits employment; or
 - b. an individual voluntarily reduces work hours to less than 30 a week; or
 - c. an individual fails to comply with workfare requirements.
2. When the head of the assistance unit is a mandatory work registrant and is found to have voluntarily quit as noted in A.1. above, the entire assistance unit is ineligible up to a maximum of 180 days.
3. If a member other than the head of the assistance unit is a mandatory work registrant and is found to have voluntarily quit, that individual is ineligible.
4. Employment in this context refers to the most recent job held.
5. A strike against Federal, State or local governments which results in dismissal for participating in such a strike is considered a voluntary quit without good cause.
6. Voluntary quit provisions do not apply to:
 - a. termination of self-employment;
 - b. resigning at the employer's demand.

B. Applicants

1. A voluntary quit which occurred more than 60 days prior to application does not cause ineligibility.
2. The application process is not delayed pending determination that a voluntary quit has occurred.

**CONNECTICUT DEPARTMENT OF INCOME MAINTENANCE
UNIFORM POLICY MANUAL**

Date: 8-12-09	Transmittal: UP-09-16	3040.15
Section: Technical Eligibility Requirements	Type:	POLICY
Chapter: Voluntary Quit	Program:	SNAP
Subject: Good Cause		

3040.15 Good cause for voluntarily quitting a job is established by one or more of the following:

A. Work Requirements - Good Cause (Cross Reference: 3510)

A reason accepted as good cause for non-compliance with other work requirements is considered good cause for a voluntary quit. These include:

1. unsuitability; or
2. circumstances beyond the individual's control; or
3. conditions of employment.

B. Education or Training

Enrollment at least half time in any recognized school, training program or institution of higher education is considered good cause for the principal wage earner to leave employment. This applies when the individual enrolling is either:

1. the employed individual; or
2. another member of the assistance unit, that causes the assistance unit to move.

C. Employment

Gaining other employment is considered good cause when it is:

1. the new employment which has comparable wages or hours to the job quit; or
2. another assistance unit member's new employment, that causes the assistance unit to move and the employed individual to voluntarily quit employment.

**CONNECTICUT DEPARTMENT OF INCOME MAINTENANCE
UNIFORM POLICY MANUAL**

Date: 8-12-09

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Section:

Technical Eligibility Requirements

Type:

POLICY

Chapter:

Voluntary Quit

Program:

SNAP

Subject:

Good Cause

3040.15 D. Special Circumstances of Quit

Certain special circumstances of a voluntary quit are accepted as good cause as follows:

1. when the individual who has quit is under age 60, and the employer recognizes the quit as retirement; or
2. when the job, which was 20 hours or more or the equivalent in earnings, turns out to be less, due to circumstances beyond the individual's control; or
3. when the quit is part of an employment pattern in which workers frequently move from one employer to another, such as migrant farm labor or construction.

**CONNECTICUT DEPARTMENT OF SOCIAL SERVICES
UNIFORM POLICY MANUAL**

Date: 8-12-09

Transmittal: UP-09-16

3040.20

Section:
Technical Eligibility Requirements

Type:
POLICY

Chapter:
Voluntary Quit

Program:
SNAP

Subject:
Penalty

3040.20 A. Penalty Period

The penalty for voluntary quit without good cause is as follows:

1. For applicants, the penalty period begins the date of the Food Stamp Program application or the first day of the first month of eligibility and continues as follows:
 - a. For the first offense, the later of:
 - (1) the date the individual cures the voluntary quit; or
 - (2) 90 days after the date the individual became ineligible.
 - b. For the second and subsequent offenses, the later of:
 - (1) the date the individual becomes eligible again; or
 - (2) 180 days after the individual became ineligible.
2. For recipients, the penalty period begins with the first month after the expiration of the appropriate procedures for taking adverse actions and continues as follows:
 - a. For the first offense, the later of:
 - (1) the date the individual cures the voluntary quit; or
 - (2) 90 days after the date the individual became ineligible.
 - b. For the second and subsequent offenses, the later of:
 - (1) the date the individual becomes eligible again; or
 - (2) 180 days after the individual became ineligible.

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Subject:

Penalty

3040.20 A. Penalty Period (cont.)

3. The number of offenses is determined taking into consideration all previous voluntary quits as well as occurrences of non-compliance with other SNAP employment and training requirements. (Cross Reference: 3510)

B. Changes in the Assistance Unit

1. The penalty for voluntary quit follows the individual.
2. When the ineligible individual who caused the penalty moves into another household as its head, the new unit is ineligible for the remainder of the penalty period up to a maximum of 180 days.

C. Ending the Penalty Period

At any time after the penalty is imposed, the disqualification ends if the individual becomes exempt from work registration for a reason other than registration with an AFDC, TFA or Labor Department work program.

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P-3040.05

Section:
Technical Eligibility Requirements

Type:
PROCEDURES

Chapter:
Voluntary Quit

Program:
SNAP

Subject:
Determining a Voluntary Quit

- P-3040.05
1. At the time of application and at any time thereafter if an assistance unit loses a source of earned income, explain the voluntary quit policy.
 2. Determine whether any unemployed assistance unit member who is employable quit within 60 days of applying for SNAP. Include in this determination anyone who quit after application, but before certification.
 3. Do not delay the processing of an application because of an investigation of a quit.
 4. Examine the circumstances to see if the quit meets good cause criteria.
 5. If a determination of voluntary quit is made before assistance is granted, inform the applicant of the date the penalty period ends.
 6. If a determination of voluntary quit is made after assistance is granted:
 - perform adverse action functions; and
 - set the expiration date of the penalty period.