



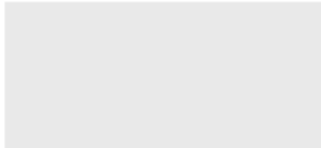
Maine Department of Health and Human Services
Office for Family Independence

Janet T. Mills
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Re. [Redacted]
ID: [Redacted]
LE-CMF033



September 21, 2023

ABAWD FACT SHEET

ATTENTION: Maine Supplemental Nutrition Assistance Program (SNAP) Recipients and Applicants

Are you:

- between the ages of 18 and 51,
- not living in a SNAP household with a child under age 18, and
- considered to be able bodied (not disabled and able to work)?

If you answered **yes** to these questions you are an ABAWD (Able-Bodied Adult Without Dependents). ABAWDs have to meet work requirements to keep getting SNAP benefits. Once an ABAWD gets 3 months of benefits in a 36-month period without meeting the ABAWD work requirements the ABAWD's SNAP benefits will be closed.

If you are an ABAWD, you must be:

- working in a job a minimum of 80 hours each month; or
- volunteering for a community organization for the value of your benefit; or
- in a qualifying Employment and Training program called SNAP E&T offered in some areas of the state. More information about SNAP E&T is at:
www.maine.gov/dhhs/ofi/programs-services/food-supplement/fset



Questions? Call 855-797-4357 (TTY call Maine relay 711)
You can call Monday through Friday, 8:00am to 4:30pm
To receive your notices electronically, go to www.MyMaineConnection.gov

Please mail your documents or inquiries to the following address:

Department of Health and Human Services
Office for Family Independence
114 Corn Shop Lane
Farmington, ME 04938

Exemptions:

There are some exemptions from the ABAWD work requirement rule. You can be exempt if you are:

- experiencing homelessness
- under age 25 and aged out of foster care
- someone who served in the US military (Air Force, Army, Coast Guard, Marines, National Guard, Navy, Reserves, or Space Force)
- pregnant,
- medically certified to be physically or mentally unfit for employment,
- are taking care of a disabled individual

If you think you meet one of these exemptions that you have not already reported to OFI, report it to OFI at MyMaineConnection.gov, by e-mailing Farmington.DHHS@Maine.gov or calling 1-855-797-4357. To learn more about ABAWD requirements and exemptions visit: maine.gov/dhhs/ofi/programs-services/food-supplement.

If you are already meeting the work requirement through employment or volunteering and have given that information to us, you do not have to provide proof every month.

If you were working a minimum of 80 hours per month, but have your hours cut, you must tell us by the 10th day of the month following the month this change occurs.

Here are some examples of acceptable verification for work:

- All paystubs from the previous calendar month for the job you are working.
- If you have a new job, a statement from your employer verifying the number of hours per week you work, hourly wage or salary, pay frequency, date 1st check will be received, and job title.

If you are not meeting the ABAWD work requirements here are a few places to contact to look for jobs or get information on volunteering:

- Maine DOL CareerCenters can help you find a job. Go to www.mainecareercenter.com to find out locations.
- Maine 2-1-1 – Information and referral helpline. For information on local organizations in your area that might be looking for volunteers. Go to www.maine211.org or dial 2-1-1 on phone.

It is important to take action now to meet your ABAWD work requirements. ABAWDs without exemptions can only get 3 months of benefits without meeting work requirements. You don't want to use up those 3 months in case there is an emergency in your household.



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In accordance with federal civil rights laws and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on 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 in any program or activity conducted or funded by USDA. Programs that receive federal financial assistance from the U.S. Department of Health and Human Services (HHS), such as Temporary Assistance for Needy Families (TANF), and programs HHS directly operates are also prohibited from discrimination under federal civil rights laws and HHS regulations.

Persons with disabilities who require alternative means of communication for 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 who have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

CIVIL RIGHTS COMPLAINTS INVOLVING USDA PROGRAMS

USDA provides federal financial assistance for many food security and hunger reduction programs such as the Supplemental Nutrition Assistance Program (SNAP), the Food Distribution Program on Indian Reservations (FDPIR) and others. To file a program complaint of discrimination, complete the [Program Discrimination Complaint Form](#), (AD-3027) (found online at: [How to File a Complaint](#), and at any USDA office) or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

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:** FNSCIVILRIGHTSCOMPLAINTS@usda.gov.

For any other information regarding SNAP issues, persons should either contact the USDA SNAP hotline number at (800) 221-5689, which is also in Spanish, or call the [state information/hotline numbers](#) (click the link for a listing of hotline numbers by state); found online at: [SNAP hotline](#).

CIVIL RIGHTS COMPLAINTS INVOLVING HHS PROGRAMS

HHS provides federal financial assistance for many programs to enhance health and well-being, including TANF, Head Start, the Low Income Home Energy Assistance Program (LIHEAP), and others. If you believe that you have been discriminated against because of your race, color, national origin, disability, age, sex (including pregnancy, sexual orientation, and gender identity), or religion in programs or activities that HHS directly operates or to which HHS provides federal financial assistance, you may file a complaint with the Office for Civil Rights (OCR) for yourself or for someone else.

To file a complaint of discrimination for yourself or someone else regarding a program receiving federal financial assistance through HHS, complete the form on line through OCR's Complaint Portal at <https://ocrportal.hhs.gov/ocr/>. You may also contact OCR via mail at: Centralized Case Management Operations, U.S. Department of Health and Human Services, 200 Independence Avenue, S.W., Room 509F HHH Bldg., Washington, D.C. 20201; fax: (202) 619-3818; or email: OCRmail@hhs.gov. For faster processing, we encourage you to use the OCR online portal to file complaints rather than filing via mail. Persons who need assistance with filing a civil rights complaint can email OCR at OCRMail@hhs.gov or call OCR toll-free at 1-800-368-1019, TDD 1-800-537-7697. For persons who are deaf, hard of hearing, or have speech difficulties, please dial 7-1-1 to access telecommunications relay services. We also provide alternative formats (such as Braille and large print), auxiliary aids and language assistance services free of charge for filing a complaint.

This institution is an equal opportunity provider.