



DEC 14 2017

**United States
Department of
Agriculture**

Food and
Nutrition
Service

Northeast Region

10 Causeway St.
Room 501
Boston, MA 02222

Courtney Hawkins, Director
RI Department of Human Services
Louis Pasteur Building
57 Howard Avenue
Cranston, RI 02920

Dear Director Hawkins:

The Supplemental Nutrition Assistance Program (SNAP) review team at the Northeast Regional Office of the Food and Nutrition Service (FNS) is scheduling an Able-Bodied Adults Without Dependents (ABAWD) Management Evaluation (ME) for Federal Fiscal Year 2018. We will be visiting the State and local agency and a local provider during the week of **February 12 – February 14, 2018**.

The purpose of the review is to assess the State agency's (SA) compliance with Federal Regulations, instructions, and policies pertaining to the above program, provide technical assistance, and promote a collaborative partnership with the Rhode Island (RI) Department of Human Services (DHS). The review is intended to identify areas of achievement and innovation, as well as areas that may need improvement. The final report resulting from the review will be the outcome of the on-going exchange between FNS staff and SA personnel as well as on-site review of files.

The ME will include an evaluation of the following functional area:

Able-Bodied Adults without Dependents

The ABAWD review will examine RI's ability to identify, track, service, and report on its ABAWD population. The review team will conduct a site visit to a service provider that provides targeted services to the ABAWD population. Case file reviews will be conducted to test the tracking of countable months and ABAWD determination process in the State. FNS reviewers will also interview managers, policy and eligibility staff.

Our review team would like schedule an Entrance Conference with you and your staff on Monday, February 12, 2018 to discuss work plans and the availability of your staff throughout the review week. We will also make arrangements for an Exit Conference, during which we will discuss preliminary findings of the ME.

Attached to this letter, you will find a table that identifies materials that must be returned to FNS no later than **January 13, 2018**. All materials should be sent electronically to Maria Volpe at the e-mail address indicated below. We will work

with your staff on logistics and other pre-review activities prior to the review. FNS also requests adequate workspace for review team members during that week. Please provide us with a name of a contact person who will act as the review liaison by **December 21, 2017** so that we can begin this phase of planning.

Thank you in advance for the time and consideration given by you and your staff in the preparation and completion of this review. We look forward to working with the SA during this review process and appreciate your cooperation. If you have any questions, please contact Maria Volpe at 617-565-6390 or at Maria.Volpe@fns.usda.gov.

Sincerely,



Bonnie Brathwaite, Director
Supplemental Nutrition Assistance Program
Northeast Region

Enclosure

cc: Iwona Ramian
Kimberly Nikolaidis
Maureen Donnelly