



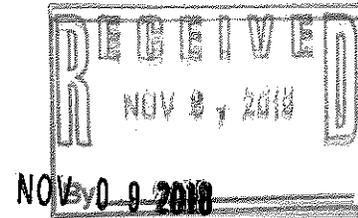
**United States  
Department of  
Agriculture**

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 Food and Nutrition Service (FNS) Northeast Regional Office (NERO) plans to conduct a Management Evaluation (ME) of Rhode Island's (RI) operations of the Supplemental Nutrition Assistance Program (SNAP). The program areas to be reviewed include: Able-Bodied Adults Without Dependents (ABAWD) and Employment and Training (E&T). The review will be conducted the week of January 14 -18, 2019.

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 areas, provide technical assistance, and promote a collaborative partnership with the 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 ME will include an evaluation of the following functional areas:

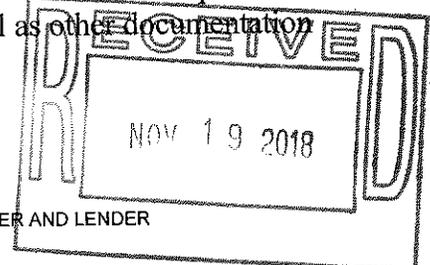
**Able-Bodied Adults without Dependents (ABAWDs)**

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 the ABAWD determination process in the State. FNS reviewers will also interview managers, policy and eligibility staff.

**Employment and Training (E&T)**

FNS will perform a thorough analysis of RI's E&T program to identify regulatory compliance, test the accuracy of Federal reports, and identify best practices. FNS reviewers will also interview E&T managers, policy and eligibility staff. In addition to site visits with RI's E&T providers, FNS will conduct a small case file review.

The locations of the site visits for both functional areas are not known at this time. FNS is currently in discussion with the SA on where best to conduct this portion of the review. The SA should also expect questionnaires as well as other documentation requests from FNS to be completed prior to the review.



Our review team would like to schedule an Entrance Conference with you and your staff on Monday, January 14, 2019 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 December 14, 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 the week. Please provide us with a name of a contact person who will act as the review liaison by November 23, 2018 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 State during this review process and appreciate your cooperation. If you have any questions, please feel free to contact Maria Volpe by phone at 617-565-6390 or email at [Maria.Volpe@fns.usda.gov](mailto:Maria.Volpe@fns.usda.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'Bonnie Brathwaite', written over a horizontal line.

Bonnie Brathwaite, Director  
Supplemental Nutrition Assistance Program  
Northeast Region

Enclosure

cc: Iwona Ramian  
Bethany Caputo  
Kimberly Nikolaidis  
William O'Donnell  
Maureen Donnelly