



FOOD ASSISTANCE WORK REGISTRATION

Rights and Responsibilities

Work Registration

In order for you and your household members to receive Food Assistance all members of your household between the ages of 16-59 are required to register for work unless exempt. Failure to complete the requirements below without good cause, may cause a loss or reduction of Food Assistance benefits.

To receive Food Assistance benefits all non-exempt members of the household are required to:

- Register for Work
- Participate in an employment and training program if assigned to such a program by DCF
- Accept a suitable employment offer
- Do not voluntarily quit a job of at least 30 hours per week
- Provide information to the DCF office about any current employment or availability to work

Work Registration Instructions

- Go to **www.kansasworks.com**.
- Click on the Job Seekers tab and then click the Create a Job Seeker Account button.
- Enter your Social Security number, and complete the new account information required fields.

Assistance with this online process may be available at your local workforce center, library or Department for Children and Families service center.

If you have questions about how to register for work online, please contact the KANSASWORKS Help Desk at 1-800-255-2458 or contact a workforce center directly.

Able Bodied Adults Without Dependents (ABAWD)

Able Bodied Adults Without Dependents (ABAWD) are between the ages of 18-49 and have no children under 18 in the household can only receive three months of Food Assistance benefits in a three-year (36 month) period unless meeting the work requirements each month by:

- Working at least 20 hours per week, this includes in kind work
- Voluntarily participating in and complying with Food Assistance Employment and Training Program for 20 hours or more per week in available counties. The current available counties are: Shawnee, Sedgwick, Johnson, and Wyandotte
- Participating in another approved training program

Meeting the work requirement includes working 80 hours a month or participating in a work program 80 hours a month. During the time an individual is exempt from meeting the ABAWD work requirement as noted above, any period of participation in the Food Assistance Program is not counted in the 3-month limit.

Exemptions and Consequences

The following individuals are exempt from **work requirements**, per federal regulations:

- Persons under age 16 (or 18 and still receiving TANF) or age 59 or over
- Persons physically or mentally unfit for employment
- Have children in the Food Assistance household under the age of 6 years old
- Women who are pregnant
- Disabled
- A student enrolled at least half time in any recognized school, training program or institution of higher education
- Persons who claims responsibility for the care of an incapacitated household member
- A regular participant in an alcohol or drug addiction treatment and rehabilitation program
- Persons who are receiving unemployment compensation
- A person who is age 17 or younger or who is age 18 and working toward attainment of a high school diploma or its equivalent. For purposes of this provision, a person shall be considered exempt for the month he or she turns age 18, and if in school exempt the month he or she turns 19.

A client who fails to comply with the work requirements may be ineligible for Food Assistance for the following time periods and until compliance with the work requirements: three months of ineligibility for a first penalty; six months for a second penalty; and one year for a third and any subsequent penalty.

If there is a change in your situation and you think you could regain Food Assistance, please contact your DCF office for more information. You have the right to ask for a fair hearing if you do not agree with a decision made on your case.

DCF Locations Open Weekdays: 8 a.m. – 5 p.m.
Customer Service Phone: 1-888-369-4777
www.dcf.ks.gov