



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*H. Martin Lancaster, President*

April 7, 2008

**Memorandum**

To: Selected HRD Coordinators/ Directors for Career Start Programs

From: Robin R. Coates, HRD State Director

Subject: Food and Nutrition Services Employment and Training Guideline Revisions

On March 4, 2008 a meeting was held at the Department of Health and Human Services, Division of Social Services (DSS) regarding modifications to the Food and Nutrition Services (FNS) Employment and Training (E&T) Program in North Carolina. The meeting included local and state level partners from DSS, Employment Security Commission (ESC), and North Carolina Community College System. Beginning with the new contract year, July 1, 2008, the criteria for the populations being referred to in the E&T Program will be revised. These changes will affect the Career Start Program.

**Revised FNS E&T Guidelines To Serve Targeted Population**

Career Start programs will receive referrals from DSS based on the listed criteria in an effort to create greater opportunities for successful outcomes for Food and Nutrition Services recipients who are required to register for work.

Individuals will be referred who:

- Are between the ages of 18-49 and,
- Have access to transportation (defined as having access to a car, to public transportation or any other source of transportation) or live within walking distance of potential employment. Walking distance is considered 2 miles roundtrip or less.
- Have a high school diploma or GED; or
- Have a recent connection to the workforce (defined as having earnings of \$2,300 or more within the past 12 months).

If you have questions concerning these changes, please do not hesitate to contact me or your Career Start coordinator.

cc: Select College Presidents  
Select Continuing Education Administrators  
Career Start Program Supervisors

**SO8-023**  
**Email Copy**