



## The Work Requirement for Adults Ages 18 Through 49

### What is the work requirement for adults ages 18 through 49?

It is a federal requirement that some FoodShare members need to meet in order to keep getting FoodShare benefits. It applies to adults ages 18 through 49 who do not have any children under age 18 living in their home and who do not have an exemption.

### How can I meet the work requirement?

There are three ways to meet the work requirement:

1. Work at least 80 hours each month.
2. Take part in an allowable work program at least 80 hours each month, such as:
  - FoodShare Employment and Training (FSET).
  - Wisconsin Works (W-2).
  - Certain programs under the Workforce Innovation and Opportunity Act (WIOA).
3. Both work and take part in an allowable work program for a combined total of at least 80 hours each month.

### If I am an adult who needs to meet the work requirement, when do I need to start meeting it?

You need to start meeting the work requirement in the first full month of getting FoodShare benefits. When a FoodShare application is approved, anyone on the application who needs to meet the work requirement is referred to the FSET program.

### Which adults ages 18 through 49 are exempt from the work requirement?

You may be exempt and may not need to meet the work requirement if any of the following is true:

- You are living with a child under age 18 who is part of the same FoodShare household.
- You are the primary caretaker for a person who cannot care for himself or herself.
- You are the primary caretaker for a dependent child under age 6.
- You are physically or mentally unable to work. This includes being homeless long term. Being homeless long term means you will not have a regular place to stay for the next 30 nights.
- You are pregnant.
- You are receiving or have applied for unemployment insurance.
- You are taking part in an alcohol or other drug abuse (AODA) treatment or rehabilitation program.
- You are enrolled in an institution of higher learning at least half-time.
- You are age 18 or older attending high school at least half-time.
- You are enrolled in W-2 and complying with W-2 requirements.
- You are working 30 or more hours per week or are earning wages equal to 30 or more hours per week at the federal minimum wage.
- You are living in an unemployment exemption county or are a tribal member living on tribal land or a reservation that has an unemployment exemption. These areas have an unemployment rate higher than the national average. For a list of the unemployment exemption counties and tribal lands or reservations, go to [www.dhs.wisconsin.gov/fset/exemptions.htm](http://www.dhs.wisconsin.gov/fset/exemptions.htm)

**Note:** You may need to provide proof that you have an exemption.

## **What if I do not meet the work requirement?**

If you need to meet the work requirement and do not meet it, you may be limited to three months of FoodShare benefits in a 36-month (three-year) period. To keep getting FoodShare benefits after the three months, you must meet the work requirement, have an exemption, or wait until your 36-month period has passed.

## **How do I get help meeting the work requirement?**

You will be referred to the FSET program when you renew or apply for FoodShare benefits if you need to meet the work requirement and are not already working or participating in a work program for at least 80 hours each month, or a combination of both.

FSET can help you meet the work requirement. FSET offers free services to help you build job skills and find employment.

For more information on FoodShare or the FSET program:

- Go to [www.dhs.wisconsin.gov/foodshare/index.htm](http://www.dhs.wisconsin.gov/foodshare/index.htm).
- Contact your local agency.

To find your agency, go to [www.dhs.wisconsin.gov/forwardhealth/resources.htm](http://www.dhs.wisconsin.gov/forwardhealth/resources.htm), see page 3 of this fact sheet, or call Member Services at 800-362-3002 (TTY and translation services are available).

## Agency Contact Information

**Bay Lake: 888-794-5747**

Brown, Door, Marinette, Oconto, and Shawano Counties

**Capital: 888-794-5556**

Adams, Columbia, Dane, Dodge, Juneau, Richland, Sauk, and Sheboygan Counties

**East Central Income Maintenance (IM)**

**Partnership: 888-256-4563**

Calumet, Green Lake, Kewaunee, Manitowoc, Marquette, Outagamie, Waupaca, Waushara, and Winnebago Counties

**Great Rivers: 888-283-0012**

Barron, Burnett, Chippewa, Douglas, Dunn, Eau Claire, Pierce, Polk, St. Croix, and Washburn Counties

**IM Central: 888-445-1621**

Langlade, Marathon, Oneida, and Portage Counties

**Milwaukee County (MiES): 888-947-6583**

Milwaukee County

**Moraine Lakes: 888-446-1239**

Fond du Lac, Ozaukee, Washington, Walworth, and Waukesha Counties

**Northern IM: 888-794-5722**

Ashland, Bayfield, Florence, Forest, Iron, Lincoln, Price, Rusk, Sawyer, Taylor, Vilas, and Wood Counties

**Southern: 888-794-5780**

Crawford, Grant, Green, Iowa, Jefferson, Lafayette, and Rock Counties

**WKRP: 888-794-5820**

Kenosha and Racine Counties

**Western Region for Economic Assistance:  
888-627-0430**

Buffalo, Clark, Jackson, La Crosse, Monroe, Pepin, Trempealeau, and Vernon Counties

**Tribal IM Agencies:**

Bad River Band of Lake Superior Tribe of Chippewa Indians: 715-682-7127

Forest County Potawatomi Community:  
715-478-7292

Lac Courte Oreilles Band of Lake Superior Tribe of Chippewa Indians of Wisconsin:  
715-634-8934

Lac du Flambeau Band of Lake Superior Tribe of Chippewa Indians: 715-588-4235

Menominee Indian Tribe of Wisconsin:  
715-799-5137

Oneida Nation:  
800-216-3216

Red Cliff Band of Lake Superior Chippewa:  
715-779-3706

Sokaogon Chippewa Community:  
715-478-3265

Stockbridge-Munsee Community:  
715-793-4885



## USDA Nondiscrimination Statement

In accordance with Federal civil rights law 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, 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.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or 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.

To file a program complaint of discrimination, complete the [USDA 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: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.