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## SNAP E&T Pilot Evaluation Implementation Considerations

We encourage providers to keep the following points in mind when finalizing their plans for RISE implementation.

### Random Assignment System

- The web-based random assignment system is separate from eJAS; information does not populate from one system to another. Providers can discuss whether staff should work in eJAS and the random assignment system simultaneously, as some of the information required in the random assignment system may already be available in eJAS.
- Providers should get in the habit of checking whether a new participant has already been randomly assigned prior to enrolling them.

### Informed Consent

- Every person must provide informed consent to participate, but the study is voluntary. If they do not want to participate in the study, they will not be eligible for the pilot (or RISE services). They will not be part of the study, but are still eligible for regular BFET services and should be referred accordingly.
- Each enrolled client must be given a copy of the consent form so they can reference important information about the study, including instructions on how to opt out of the study in the future and the contact information for the Washington Institutional Review Board.
- There is a difference between opting out of the study and opting out of employment and training services. Participants may stop participating in the E&T services, but they still are in the study. They can leave the study by following the opt-out instructions included in the consent form.

### Registration Document

- Some fields in the registration document will be required to complete. The evaluation manual will specify which fields are required and which fields are optional.
- It will take approximately 20 minutes to obtain consent and complete the registration document.
- After a participant is randomly assigned, the only screen in the registration document that can and should be updated is the contact information tab. Please keep this section updated as clients move and their phone numbers and addresses change.

### Random Assignment Status

- Once an individual is randomly assigned to the treatment group (RISE) or the control group (BFET), they will always be in that group, even if they cycle on and off SNAP, move to a different location, or visit a different provider.
- It is important that there be a clear contrast between RISE and BFET services – there cannot be crossover between the two groups. Providers should ensure that control group participants do not receive RISE services. Similarly, providers should not make a special effort to engage control group participants in additional services beyond what they would normally get through BFET. Remember, the control group services should be “business as usual.”

### Cost Analysis

- The cost study is focused on analyzing “true costs,” which may be different than the provider’s budget for RISE or than what cost information the provider reports to the State.
  - Cost data will be collected quarterly. However, providers may consider encouraging their staff to keep an informal weekly estimate of how much time they spent on RISE, so then this information can be easily compiled when it comes time to submit the quarterly cost report.
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