

MANUAL MATERIAL TRANSMITTED					
MANUAL: INCOME MAINTENANCE			CHANGE NUMBER: 224		
DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
i - ii	4	1/01	i	4	1/01
			ii	4	10/01
25	4	2/00	25	4	10/01
v	24	9/01	v	24	10/01
3	24	1/2000	3	24	1/2000
4	24	10/01/00	4 - 4a	24	10/01
20g - 20h	24	9/01	20g	24	9/01
			20h	24	10/01
62c - 62h	24	9/01	62c	24	9/01
			62d - 62i	24	10/01
69 - 70	24	2/2000	69	24	10/01
			70	24	2/2000
DATE: OCTOBER 1, 2001 TO: ALL INCOME MAINTENANCE MANUAL HOLDERS					

Changes are being made as follows:

1. The components for which some of the achievement bonuses are paid are changing effective 10/01/01. If the achievement bonus conditions were met in 9/01, the policy in effect for 9/01 is applicable. When the achievement bonus conditions are met on or after 10/01/01, the policy in this change is effective. See Section 24.14. Both criteria will be in effect through the close of business on October 5, 2001, but only to allow payment of bonuses for September when the achievement occurred too late in September to issue the payment in that month.
2. A minimum scheduled time limit of 15 hours/week was added to the requirements for the Perfect Attendance Achievement Bonus. Section 24.14. In addition, only those in components VT and AB are eligible.
3. The requirement for entering a RAPIDS component code for WV WHEELS was removed from Section 24.4,J,2. This requirement was previously removed by memorandum.
4. Verification information for Achievement Bonuses was added to Section 4.2,H.
5. Some page numbers were corrected in the Table of Contents for Chapter 24.

6. The GED Bonus is now available to any active recipient who obtains a GED, regardless of the component. Most often the client will be in the AB component.
7. Whether or not a client achieves the next federal functional grade level for the Higher Level Bonus, will be determined by the Department of Education. This information is available upon request. This bonus is now limited to the AB component and is limited to active recipients.
8. The Training Completion Bonus has changed to require that the training must have been for at least 400 hours. It is also limited to active recipients. A new RAPIDS component, EE, has been added for this bonus. It is to be used only for payment of this specific bonus and is used for those who have exhausted their 12 months of the VT component, but who complete training.
9. Full-time employment was defined for the Job Retention Bonuses.
10. A NOTE was added to each of the Bonus items stating that they are not support service payments. We added them to the Manual Section about support service payments because they are going to be paid exactly the same way. We could just as easily have made the bonuses a separate Section. **If you find that including them with support service payments is causing confusion, please let us know and we can separate them.**
11. Continued support service payments made after WWV AG closure may only be made for those who reside in WV at the time the payment is requested and issued. This was added to Section 24.16,B. We have received a couple of questions about some former recipients who have moved out of state and who have requested support service payments be continued.

