

24.12 PROVIDING CHILD CARE FOR A COMMUNITY SERVICE PARTICIPANT (CC)

Providing child care services without payment to an individual who is participating in a community service program means providing child care to enable another TANF/WV WORKS recipient to participate in a community service program. Participants must be supervised no less frequently than daily.

Because WV WORKS is time limited, staff should ensure that this activity is effective in helping the provider move toward self-sufficiency. Training, certification, or mentoring is encouraged and will help make this activity meaningful which could be a first step toward the provider's employment in the child care field.

NOTE: This activity does not include providing child care to enable a TANF/WV WORKS recipient to participate in any of the other 11 allowable work activities.

NOTE: In a two-parent family, or in a family with a parent and step-parent, one parent or step-parent cannot count as participating in a work activity by providing child care for his or her own child or step-child while the other parent or step-parent participates in Community Service.

24.13 NON-CORE WORK ACTIVITIES

Following are the remaining three allowable work activities in which participation hours are allowed as long as the minimum hours of participation are met in one or more of the nine core activities.

Unsupervised homework time may not be counted as participation hours under any of the 3 activities listed below. However, structured programs which include monitored study hours may count if the hours of participation can be documented.

A. JOB SKILLS TRAINING DIRECTLY RELATED TO EMPLOYMENT (JT)

This activity is defined as education and training for job skills required by an employer to provide an individual with the opportunity to obtain employment or to advance or adapt to the changing demands of the workplace. Job skills training can include customized training to meet the needs of a specific employer or general training that prepares an individual for employment. This training can include literacy instruction or language instruction when such instruction is focused on skills needed for a job or combined in a unified whole with job training.

B. EDUCATION DIRECTLY RELATED TO EMPLOYMENT (ED)

Education directly related to employment, in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency means education related to a specific occupation, job, or job offer. This activity includes training courses designed to provide the knowledge and skills for specific occupations or work settings and may also include adult basic education and English as a Second Language (ESL). Literacy skills and tutoring fall under this activity. When required as a pre-requisite for employment by employers or occupations, it may also include education leading to a General Education development (GED) or high school equivalency diploma.

C. SATISFACTORY ATTENDANCE AT SECONDARY SCHOOL OR GED PROGRAM (HS, AB)

Satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certificate means regular attendance, according to the requirements of the secondary school or GED program. Attendance in secondary school is primarily aimed at minor parents still in high school.