

- Shoveling a neighbor's driveway
- Running errands for a neighbor
- Arranging or keeping doctor's or vision/dental appointments
- Arranging housing
- Arranging transportation or day care
- Serving as a foster parent
- Attending meetings with the child's teacher, principal, or school counselor
- Parents reading to their child(ren)
- MDT meetings
- WV WORKS orientations
- Assessment testing

NOTE: Under no circumstances will Community Service participation be allowed at active CWEP and JOIN contract sites.

B. DETERMINING THE HOURS OF PARTICIPATION

In determining hours of participation for Community Service activities, the Fair Labor Standards Act of 1938 (FLSA) applies. The maximum monthly participation obligation is determined in the same manner as for CWEP and JOIN. See Section 24.9. An updated PRC will be required anytime there is a change in the applicable minimum wage.

NOTE: The minimum wage used for the calculation is the federal or state minimum wage, whichever is higher.

EXAMPLE: A single parent with a child age 10, has a participation requirement of 30 hours/week average, and receives monthly benefits of:

301	WV WORKS benefit
+284	Food Stamp benefit
585	

$$585 \div \$6.55 = 85.41 \text{ hours} = 85 \text{ participation obligation hours for CS}$$

Assigned weekly hours of 20 are entered on WPCS.

As long as the participant attains his hours required by FLSA, he is deemed to be meeting his core activity of 20 hours/week work requirement. The Worker must assign this participant an additional minimum of 10 hours average per week in an activity not regulated under FLSA to meet the required average of 30 hours/week. Actual average weekly Community Service participation hours must be entered in WPSC. See Section 24.3 for participation requirements.

EXAMPLE: Single parent with 12 year old receives the following:

201	WV WORKS benefit
+284	Food Stamp benefit
485	÷ \$6.55 = 74.05 hours = 74 participation obligation
	hours for CS

The assigned weekly hours of 17 are entered on WPCS for Community Service. As long as the participant attains his hours required by FLSA, he is deemed to be meeting his core activity of 20 hours per week work requirement. Actual hours completed are entered on WPSC from the timesheet. He must be assigned 10 hours per week in another activity not regulated by FLSA.