

- Mental health (See Section 24.8) and family violence counseling
- Life skills training (See Section 24.8)
- Parenting classes
- Job readiness classes (See Section 24.8)
- Caring for a disabled family member (See Section 13.8)
- 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 and calculated using the DFA-WVW-FLSA-1. See Section 24.9. An updated PRC, reporting a change in the number of assigned hours is required anytime there is a change in the applicable minimum wage, the amount of benefits received, or household composition.

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 child support collected and retained by BCSE in the amount of **\$175** and has a participation requirement of 30 hours/week average, and receives monthly benefits of:

301	WV WORKS Benefit
+284	SNAP Benefit
+ 125	CSI and Pass-through
710	
- 75	Child Support Retained by BCSE
635	$\div \$7.25 = \mathbf{87.59} = \mathbf{87}$ participation hours

Assigned **monthly hours of 87** are entered on WPCS in the CS component. **The minimum core hours of 78 are entered in the FL component.** The Worker must assign this participant an additional minimum of **31 hours per month** in an activity not regulated under FLSA to meet the required average of 30 hours/week. Actual Community Service participation hours must be entered in WPSC. See Section 24.3 for participation requirements.

EXAMPLE: A single parent with a 12 year old receives the following:

201	WV WORKS Benefit
+284	SNAP Benefit
+ 125	CSI and Pass-through
610	
- 60	Child Support Retained by BCSE
550	$\div \$7.25 = \mathbf{75.87} = \mathbf{75}$ participation hours

The assigned hours of **75** are entered on WPCS for CS and FL. As long as the participant attains his hours required by FLSA, he is deemed to be meeting his core requirement. Actual hours completed are entered on WPSC from the timesheet into the Core CS component. He must be assigned **40 hours per month** in another activity not regulated by FLSA.

NOTE: The participant's PRC must include the number of monthly obligation hours required while in this activity. The monthly obligation hours must be recalculated whenever benefit amounts or minimum wage changes occur and the PRC must be updated accordingly.