

24.16 CONTINUATION OF SERVICES

Effective February 2010, any Work Eligible Individual currently in a post-employment option will have their continuation of services period extended for up to 6 additional months. Initial funding for this program extension was under provisions of the American Recovery and Reinvestment Act (ARRA) of 2009. Any individual whose current period of eligibility ended on January 31, 2010 is not eligible for this extension. There will be a total of up to 12 months of eligibility for either post-employment option. The family may decide at any time during the extension period that they no longer wish to receive the EAP payment, and may not receive PL services instead. The Worker must indicate on the DFA-WVW-15 the total number of months that the family will receive post-employment services.

Beginning January 2008, Work-Eligible Individuals may choose between 2 employment support options any time WV WORKS cash assistance is closed and the participant reports employment. The closure may be at the client's request or may be due to excess income, but the participant must be employed the required number of hours. See Section A below. When the client accepts employment and the WV WORKS benefit is closed, the Worker advises the client regarding the benefits of each option and the participant chooses the one best suited to the needs of his family. The participant signs the WV WORKS Post-Employment Services Option form, DFA-WVW-15, to document the decision. The participant has 30 days from the date of closure to sign the DFA-WVW-15 to document his decision. The participant is ineligible to receive either option if the form is not returned in this time frame. The Case Manager must note which option the individual has chosen in Work Programs comments. The participant receives 1 copy of the form and another is placed into the case record. This participant's decision is binding for the post-employment period. Both options may receive bonuses.

Option 1 – This option is a continuation of support services and payments any time WV WORKS cash assistance is closed due to employment which meets the requirements outlined below. Services include case management; support service payments; continuation of and payment for activities such as, but not limited to, job search, job readiness, and skills training. Employed former WV WORKS participants must apply to receive continued support service payments, see Section 24.14.

Option 2 – This option is the West Virginia Employment Assistance Program (EAP). This program enables the employed former WV WORKS recipient to continue to receive the TANF payment he received prior to becoming employed by use of a 100% earned income disregard for the EAP period. The family must elect to receive the Employment Assistance payment instead of continued support service payments. Participation hours for this employment may be projected for up to 6 months by using either pay stubs or a written statement from the employer. If it is apparent that the hours may vary substantially, the EAP participant must provide a time sheet or pay stubs each month to verify the hours. **A PRC or SSP is not required for the post-employment period.**

- One adult in the family, who lives in the household, meets all of the following requirements:
 - Is employed ,

For the EAP, this must be full-time employment defined for a 1-parent family as 128 hours or more per month or 85 hours for a single parent with a child under 6; and defined for a 2-parent family as 150 hours or more per month or 236 hours when the family receives federally funded child care. For a 2-parent household, the hours required may be met by combining the work hours of both parents.
 - Due to employment, the AG exceeds the program income limit or requested the benefit be closed due to employment;
 - Received a monthly WV WORKS benefit, not solely a DCA payment, as a Work-Eligible Individual or was in the household as a non-recipient Work-Eligible Individual; and
 - Has a dependent child in the home. Dependent child is defined in the WV WORKS parts of Sections 15.2,A,C and D.

NOTE: When the Case Manager determines that the AG exceeds the income limits for the continuation of services period or no longer meets the above requirements, the family is notified that the period is ending taking adverse action notification requirements into consideration. **Refer to each program section in Chapter 2 for action needed on reported changes when verification is not returned.**

EXAMPLE: A woman receives WV WORKS for herself and her 2 children. She marries a man who is employed and his earnings close the case effective April. The 12-consecutive-month period begins on May 1st and ends April 30th. In August the family requests support services to fix the husband's car. Even though the family is within the continuation of services period, the request must be denied. The household is not eligible for either of the employment support options because the working adult has not received a WV WORKS benefit.

EXAMPLE: A man has been receiving WV WORKS for himself and 2 children. He acquires some equipment and begins his own lawn service. He begins receiving income from his business and requests that his benefits be closed. He reports his weekly income and the Worker determines that he is working the equivalent of 15 hours per week. Since he is a single parent with a child under 6, he must be working at least 20 hours to qualify for EAP, but he is still eligible to receive support services through the support services option after he signs the DFA-WVW-15.