



Payment may be made for **collateral expenses** as follows:



WV WORKS Activity	RAPIDS Component	Limitations
College	CL	 \$250/12 month period
Community Service Programs	CS	
Continued Support Services/Job Retention	PL	
CWEP	CW	
Education Related to Employment	ED	
EIP	EI	
Employment: Unsubsidized, Subsidized, Full- or Part-time.	FU,FV,FB,PU,PV,PB	
Job Search and Job Readiness	JR	
Job Skills Training Related to Employment	JT	
JOIN	JN	
Other Agency's OJTs	OJ	
Other Work Experience Programs	WE	
Providing Child Care for Community Service Participant	CC	
Satisfactory Attendance at Secondary School or ABE Program	HS, AB	
Vocational Educational Training	VT	

WV WORKS Activities and Requirements

2. Clothing

Clothing may be authorized for a verified offer of employment, or to attend short-term training that is expected to lead directly to employment. This expense includes uniforms or work clothing, including shoes or boots, but may include dress clothing when the client accepts a job that requires it. Payments may be made incrementally, as long as the maximum amount is not exceeded. Lay-away payments for clothing must not be made under any circumstances.



Payment may be made for **clothing** as follows:

WV WORKS Activity	RAPIDS Component	Limitations
College	CL	
Community Service Programs	CS	
Continued Support Services/Job Retention	PL	
CWEP	CW	
Education Related to Employment	ED	
EIP	EI	\$1,000/Lifetime
Employment: Unsubsidized, Subsidized, Full- or Part-time.	FU,FV,FB,PU,PV,PB	Payment limited to approved training, when uniforms or special clothing are required or clothing appropriate for a job interview.
Job Search and Job Readiness	JR	
Job Skills Training Related to Employment	JT	
JOIN	JN	
Other Agency's OJTs	OJ	
Other Work Experience Programs	WE	
Satisfactory Attendance at Secondary School or ABE Program	HS, AB	
Vocational Educational Training	VT	

3. Tools And/Or Equipment



Tools and equipment may be purchased when there is a verified offer of employment, the need for the tools has been verified by the employer and the employer does not furnish them. The purchase of tools may also be authorized for specialized training activities. Verification of the cost must be provided.

Payment may be made for ***tools and equipment*** as follows:

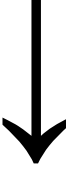

WV WORKS Activity	RAPIDS Component	Limitations
College	CL	 \$1,000 Lifetime 
Continued Support Services/Job Retention	PL	
Education Related to Employment	ED	
EIP	EI	
Employment: Unsubsidized, Subsidized, Full- or Part-time.	FU,FV,FB,PU,PV,PB	
Job Skills Training Related to Employment	JT	
Other Agency's OJTs	OJ	
Providing Child Care for Community Service Participant	CC	
Satisfactory Attendance at Secondary School or ABE Program	HS, AB	
Vocational Educational Training	VT	

4. Drivers/Chauffeurs License

Payment may be made for ***drivers and/or chauffeurs license*** as follows:

WV WORKS Activity	RAPIDS Component	Limitations
College	CL	
Community Service Programs	CS	
Continued Support Services/Job Retention	PL	
CWEP	CW	
Education Related to Employment	ED	
EIP	EI	
Employment: Unsubsidized, Subsidized, Full- or Part-time.	FU,FV,FB,PU,PV,PB	\$60/Lifetime
Job Search and Job Readiness	JR	<p>Payment for WV drivers license and/or chauffeurs license.</p> <p>Payment must not be made from this category for the test required due to traffic violations or for classes required for DUI convictions.</p> 
Job Skills Training Related to Employment	JT	
JOIN	JN	
Other Agency's OJTs	OJ	
Other Work Experience Programs	WE	
Providing Child Care for Community Service Participant	CC	
Satisfactory Attendance at Secondary School or ABE Program	HS, AB	
Vocational Educational Training	VT	

Payments may be made for **transportation** as follows:



WV WORKS Activity	RAPIDS Component	Limitations
College	CL	
Community Service Programs	CS	
Continued Support Services/Job Retention	PL	
CWEP	CW	
Education Related to Employment	ED	
EIP	EI	2 – 20 miles/day, \$12/day 21 – 40 miles/day, \$15/day 41+ miles/day, \$18/day
Employment Assistance Program	EA	
Employment: Unsubsidized, Subsidized, Full- or Part-time.	FU,FV,FB,PU,PV,PB	Payments may not exceed \$450/month
Job Search and Job Readiness	JR	
Job Skills Training Related to Employment	JT	
JOIN	JN	
Other Agency's OJTs	OJ	
Other Work Activities	OW	
Other Work Experience Programs	WE	
Providing Child Care for Community Service Participant	CC	
Satisfactory Attendance at Secondary School or ABE Program	HS, AB	
Vocational Educational Training	VT	

9. Vehicle Repair

Payment may be made for **vehicle repair** as follows:

WV WORKS Activity	RAPIDS Component	Limitations
College	CL	<div style="text-align: center;">↓</div> \$2,000/Lifetime/AG Funds must not be used to purchase a vehicle. May be used for state inspection stickers and license plates. The vehicle to be repaired must be titled or leased the State of WV in the name of a Work-Eligible adult included in the household. The vehicle may be jointly owned as long as a Work-Eligible adult in the household is one of the joint owners. May be used to pay for driver's education for those without a driver's license. Any support service payment plus other available resources for repairs must make the vehicle roadworthy. Insurance is not paid under this category.
Community Service Programs	CS	
Continued Support Services/Job Retention	PL	
CWEP	CW	
Education Related to Employment	ED	
EIP	EI	
Employment: Unsubsidized, Subsidized, Full- or Part-time.	FU,FV,FB,PU,PV,PB	
Job Search and Job Readiness	JR	
Job Skills Training Related to Employment	JT	
JOIN	JN	
Other Agency's OJTs	OJ	<div style="text-align: center;">↑</div>
Other Work Experience Programs	WE	
Providing Child Care for Community Service Participant	CC	
Satisfactory Attendance at Secondary School or ABE Program	HS, AB	
Vocational Educational Training	VT	
Employment Assistance Program	EA	Additional \$2,000/Lifetime/AG May be paid for participants who choose this post-employment option. All other limitations in this section apply.
For this components use support payment code RC in RAPIDS.		

Payment may be made for **vehicle insurance** as follows:

WV WORKS Activity	RAPIDS Component	Limitations
College	CL	 \$1,000/Lifetime
Community Service Programs	CS	
Continued Support Services/Job Retention	PL	
CWEP	CW	
Education Related to Employment	ED	
EIP	EI	
Employment: Unsubsidized, Subsidized, Full- or Part-time.	FU,FV,FB,PU,PV,PB	
Job Search and Job Readiness	JR	
Job Skills Training Related to Employment	JT	
JOIN	JN	
Other Agency's OJTs	OJ	
Other Work Experience Programs	WE	
Providing Child Care for Community Service Participant	CC	
Satisfactory Attendance at Secondary School or ABE Program	HS, AB	
Vocational Educational Training	VT	
Employee Assistance Program	EA	Additional \$1,000/Lifetime May be paid to participant that chooses this post-employment option. All other limitations in this section apply.
For this component use support payment code VP in RAPIDS		

11. DUI Offenses

Payment may be made for costs related to reinstatement of drivers licenses which have been revoked due to substance abuse. Allowable expenses include, but are not limited to: DUI classes, licenses reinstatement fee, new licenses, ignition interlock systems. Expenses that may not be paid are: fines, test for drug/alcohol use, treatment programs, any other medical cost.

Payment may be made for ***DUI-Related expenses*** as follows:

WV WORKS Activity	RAPIDS Component	Limitations
College	CL	↓
Community Service Programs	CS	\$500/Lifetime
Continued Support Services/Job Retention	PL	The client must be enrolled in and attending a substance abuse treatment program conducted by a certified treatment specialist. However, treatment cannot be paid.
CWEP	CW	
Education Related to Employment	ED	
EIP	EI	
Employment: Unsubsidized, Subsidized, Full- or Part-time.	FU,FV,FB,PU,PV,PB	See opening paragraph for the kinds of costs that may and may not be paid.
Job Search and Job Readiness	JR	Payment limited to costs related to 1 offense only. All paid costs must be related to the same offense.
Job Skills Training Related to Employment	JT	Payment for Ignition Interlock is limited to the initial DMV fee and 3 months of service. ↑
JOIN	JN	
Other Agency's OJTs	OJ	
Other Work Experience Programs	WE	
Providing Child Care for Community Service Participant	CC	
Satisfactory Attendance at Secondary School or ABE Program	HS, AB	
Vocational Educational Training	VT	

12. **High School Equivalency Diploma** Or High School Diploma Achievement Bonus

Any Work-Eligible Individual in an active WV WORKS case or PL component who passes the **high school equivalency diploma**, graduates from ABE class or obtains his high school diploma is eligible for an achievement bonus.

Payment may be made for the **high school equivalency diploma** or *High School Diploma Achievement Bonus* as follows:

WV WORKS Activity	RAPIDS Component	Limitations
<p>Applies to any active WV WORKS recipient who obtains a high school equivalency diploma or high school diploma.</p>	<p>AB, CC, CS, CW, EA, ED, EI, FB, FU, FV, HS, JN, JR, JT, OJ, PB, PL, PU, PV, VT, WE</p>	<p style="text-align: center;">↓</p> <p style="text-align: center;">\$500/Lifetime</p> <p>This is a one-time only payment. Payment may be made only to those active recipients without a high school diploma or equivalent, who pass the TASC or obtains a high school diploma. It is not necessary to wait until the diploma is issued.</p> <p>Parents who are under age 18 and unemancipated at the time the TASC is passed or the high school diploma is received are not eligible for this bonus, since they must attend school in order to remain eligible.</p> <p>The amount of \$500 must be paid.</p> <p style="text-align: center;">↑</p>