

WV WORKS Activities/Requirements

- Ineligible alien due to immigration status
 - SSI recipient
- Families with 1 parent and 1 stepparent included in the check when they have no common child;
- Families with 1 or 2 non-parent caretaker relatives included in the WV WORKS payment;

The minimum requirements for each group are found below.

Required monthly participation hours listed in this section are minimum hours only. The number of required participation hours must be included on the participant's SSP, in RAPIDS and in Work Program comments. Additional hours of participation may be assigned when appropriate. However, no sanction is applied if the minimum monthly hours are met.

NOTE: For the initial month of benefit receipt, required monthly participation begins the first full week after eligibility has been confirmed. To determine the scheduled hours of participation for the initial month, the remaining business days, Monday through Friday, beginning with the Monday after eligibility is confirmed are used. Actual hours of participation from the participation time sheet. DFA-TS-12, are entered as the completed hours.

For informational purposes, we consider EI, FB, FU, FV, OJ, PB, PU, and PV as paid work components. All other components are considered non-paid work components. For paid work components, RAPIDS will add actual monthly participation hours to the monthly excused absence hours and monthly holiday hours and then divide the result by 4.33. Round that result to obtain the weekly average for TANF reporting purposes. For non-paid work activities, RAPIDS will divide monthly completed hours by 4.33, excused absence hours and holiday hours by 4, and then round the number for each entry. These items will not be added together but will be reported as individual items for TANF reporting purposes.

NOTE: Changes in the hourly requirement due to the child's age or changes in household composition are effective the month after the change occurs.