

# NEW RULES FOR WELFARE-TO-WORK PLANS

Most adults on CalWORKs must work or do welfare-to-work activities. There are new rules about the activities that must be in a welfare-to-work plan. *If you think you cannot do welfare-to-work, see the “Exemption” brochure.*

## WHAT ARE THE NEW RULES?

- There is no time limit on training. You can get as much as you need, up to the 60-month limit of CalWORKs.
- The first 20 hours of your plan are supposed to be in “core” activities. These are mostly work-related. *There are important exceptions to this!*
- Your county may allow you to have **study time** count towards your 32-35 hours. Ask for the county policy on study time. (SIPs don’t get unsupervised study time; everyone else should be treated the same for study time.)

## CORE AND NON-CORE ACTIVITIES

The welfare-to-work activities are now divided up into “core” and “non-core.” The first 20 hours are supposed to be “core” hours. The rest of the hours can be core OR non-core, depending on what your employment assessment says you need. You have 32 hours for one-parent (or two parents if one can’t work) or 35 for two parent families.

CORE	Non-Core
<ul style="list-style-type: none"><li>• Work (even if subsidized )</li><li>• Work-Study jobs</li><li>• On the Job Training (OJT)</li><li>• Self-Employment</li><li>• Unpaid work experience or Community Service</li><li>• Job Search</li><li>• Vocational Education (for only one year)*</li></ul> <p><i>*After 12 months, Vocational Ed. still counts, but only as non-core time. This is NOT a limit on doing vocational education.</i></p>	<p><u>School</u> (time in classroom, lab, and internships)</p> <ul style="list-style-type: none"><li>• Vocational Education (<i>after 12 months</i>)</li><li>• Adult Basic Education (including ESL &amp; GED)</li><li>• High School Diploma or GED program</li><li>• Job Skills Training</li><li>• Education Directly Related to Employment</li></ul> <p><u>Services</u></p> <ul style="list-style-type: none"><li>• Domestic Violence services</li><li>• Mental health services</li><li>• Substance abuse services</li></ul>

## WHAT IF MY ASSESSMENT CALLS FOR A PROGRAM WITH TOO MANY “NON-CORE” HOURS?

Your assessment may be for non-core activities that take up more time than is left after the 20 core hours. There is a way that these extra hours can be done during the core time. *Use the worksheet on the back.*

## PLAN TO BE BASED ON YOUR NEEDS

The welfare-to-work plan **must** be based on your assessment. If training or services can “roll over” and count towards core hours, your worker should not ask you to drop a training program or services to do work instead, or limit the time for your training or services to non-core time. *If you don’t agree with the assessment or plan, ask for a “Third Party Assessment.”*

***Ask your worker to look at “ACL 07-03.”***

***This letter says that CalWORKs rules, not federal rules, control what your plan is to look like.***

## NEW RULES DON’T APPLY TO SELF- INITIATED PROGRAMS (SIPs)

Self-Initiated Program (“SIPs”) students can do their program until done, up to the 60 months CalWORKs limit. SIPs do not need to meet core/non core requirements. The 12 month limit on counting vocational education as core does not apply. There is no need for a new plan.

Having problems? Contact Legal Services:



# WORK PLAN WORKSHEET

## Step 1: Count your hours

What does your assessment say you need? List the hours:

\_\_\_\_\_ Core hours (Work, Work Study, On-the-job training, job search, or the first 12 months of Vocational Education)

\_\_\_\_\_ Non-core hours (Vocational Ed after 12 months, other education programs, services (mental health, substance abuse or domestic violence) or other activities)

**Ask for a 3rd party assessment if you need more time in training, services or other non-core activity.**

## Step 2: Seeing if you need to “convert” your non-core hours

Is your Non-Core Time more than 12-15 hours? (12 for single parent; 15 for 2 parent families)

- No. Stop here. **Your plan will be for what was listed in Step 1.**
- Yes. Go to Step 3 to see if you can count non-core activities as core time.

*If you have any Vocational ed classes that have already counted as core time for 12 months, you won't be able to count non-core activities as core time. You will need either to cut back on some other non-core activity or volunteer to do more than 32/35 hours a week.*

## Step 3: Counting Non-Core activities as Core time

1. List your non-core activities into education time, time getting services, and other activities:

\_\_\_\_\_ hours in Education (NOT Voc. Ed. after 12 months as core)

\_\_\_\_\_ hours in services (mental health, substance abuse or domestic violence)

\_\_\_\_\_ hours in other activities

2. See if you can count your education hours towards “core” time. Check what applies.

- You are in a degree or certificate program, and
- The program likely to lead to self-supporting work, and
- You are making satisfactory progress in the program

**Checked all 3 boxes? You can count any time in the education program as a core hour!**

3. See if you can count your service hours towards “core” time.

- You need mental health, substance abuse and/or domestic violence services in order to do your Core activities.

**Checked the box? You can count any time getting services as a core hour!**

Example: Mary is assessed as needing a 25 hours/week Job Skills training. Her other time is to be in work experience in a related field. Mary is a single parent, and must do 32 hours of welfare-to-work.

Step 1: 20 core hours (Work Experience) and 25 hours training (non-core)

Step 2: **Yes**, Mary needs to “count” non-core hours as core. (She has 25 hours of non-core training, but only 12 hours of non-core time.)

Step 3: **Yes**, Mary can count her non-core time as a core hour if her training is a certificate or degree program, leading to employment, and she's making satisfactory progress.

25 hours of training	20 core hours
- 12 hours as non-core time	- 13 non-core counted as core hours
13 hours can count as core time	7 core hours left for plan

Mary's plan therefore would be: 25 hours of training (12 as non-core and 13 counted as core) and 7 hours of work experience. 25 hours training + 7 hours work = 32 hours/week.