

Placer County Human Services

EFFECTIVE DATE: 1/1/2018	REVISION DATE: N/A	TITLE: CalWORKs Educational Opportunity And Attainment Program	PROGRAM: ES
---------------------------------	---------------------------	---	--------------------

Background	<p>The CalWORKs Educational Opportunity And Attainment Program is intended to provide incentives to encourage and support CalWORKs recipients to pursue education and improve opportunities and outcomes for adults and their children in the CalWORKs program. Through it, recipients can apply for a one-time \$500 education incentive award for completing a high school diploma or its equivalent, and a one-time \$1,000 education stipend for enrollment in a term of an education or training program leading to a career technical education certificate, an associate's degree or a bachelor's degree.</p>
References	<p>WIC sections 11340-11346; ACL 17-115; MPP Section 42-711.54</p>
Application	<p>Application for the education incentive award and/ or the education stipend <u>will begin on or after January 1, 2018.</u></p> <p>Applications received prior to January 1, 2018 should be immediately denied</p> <ul style="list-style-type: none"> • A denial NOA should be issued by the counselor using the WTW EOA 3 • The check box for other should be marked, with the explanation of "Application was not made on or after January 1, 2018." <p>Applications may be received via mail, email, fax, drop box, through reception, or in person when the applicant meets with the counselor. Applications should be considered by the counselor as soon as administratively possible, but must be approved and granted or denied within 10 days of receipt.</p>
Qualifiers	<p>There are specific qualifiers for the award and stipend payments.</p> <p>Foundation stipulations for awards and stipends:</p> <ul style="list-style-type: none"> • The applicant must be a CalWORKs recipient in the month of application, and in month the GED or high school diploma or equivalency is received or enrolled in training and education program. • The applicant cannot be timed-out, SSI, unaided due to immigration status or Intentional Program Violation, etc. • The applicant cannot be in Cal-Learn • The Applicant cannot have been sanctioned or removed from aid at any time during the award month. • The County MUST have funding available.

Placer County Human Services

EFFECTIVE DATE: 1/1/2018	REVISION DATE: N/A	TITLE: CalWORKs Educational Opportunity And Attainment Program	PROGRAM: ES
---------------------------------	---------------------------	---	--------------------

	<p>For the \$500.00 award, additional stipulations:</p> <ul style="list-style-type: none"> • The applicant must achieve and receive their GED or High School diploma or equivalent on or after January 1, 2018 (verification required). <p>Except for a Cal-Learn teen any individual receiving cash aid on his or her behalf, regardless of whether he or she has a Welfare-to-Work plan, may apply to receive a once in a lifetime education incentive award in the amount of \$500 for completion of a high school diploma or its equivalent achieved on or after January 1, 2018. This includes any exempt 16, 17, or 18 year old students that are considered dependent children.</p> <p>For the \$1000.00 stipend, additional stipulations:</p> <ul style="list-style-type: none"> • Education or Training term must begin on or after January 1, 2018 (verification required). • The enrollment must lead to an Associate's or Bachelor's degree, or a career technical education program certificate. • The enrollment must be a part of the applicant's approved Welfare to Work plan, and a WTW 2 must be signed by the applicant and counselor and on file. • The training or education program must be consistent with MPP Section 42-711.54 as one that will lead to employment and self-sufficiency. <p>Continuing students are considered as qualifying so long as they are enrolled in a term that starts on or after January 1, 2018.</p> <p>The payments are to be paid directly to the applicant recipient, not the AU. This would include any exempt 16, 17, or 18 year old students that obtain their GED or high school diploma.</p>
Limitations	<p>This is an once-in-a-lifetime bonus. If a CalWORKs recipient goes off cash aid, and begins to receive cash aid again in the future, he or she is not eligible for the same education incentive award or education stipend. Tracking may be done through the WDTIP system; information on this is forthcoming.</p> <p>Funding for this program is limited to the allotment granted to Placer County. As of January 1, 2018, this allotment is \$12,500.00. Funding is limited and once exhausted, no additional applications will be granted and all will be denied and issued a denial notice.</p> <p>Counties have discretion to on how to allocate the funds to clients between the award and the stipend. Placer County will allocate \$10,000.00 for the stipend, and \$2500.00 for the award.</p>

Placer County Human Services

EFFECTIVE DATE: 1/1/2018	REVISION DATE: N/A	TITLE: CalWORKs Educational Opportunity And Attainment Program	PROGRAM: ES
---------------------------------	---------------------------	--	--------------------

Application Eligibility Determination	<p>Application must be made by a CalWORKs recipient for him or her to be considered for these awards and stipends. All applications must be made using the WTW EOA 1 form and required verifications must be presented with the application or must already be on file.</p> <p>Placer County will review and grant or deny applications within 10 days of receipt. Issuance of the stipend will occur at the onset of the term of enrollment.</p>
Application Denials	<p>If the application is received and reviewed by the counselor, and the documents needed to verify eligibility for the award or stipend are not included with the application, and after reviewing the case file, the counselor determines those documents have not been submitted and received, the counselor should deny the application.</p> <p>If upon review the appropriate documents are found to have been submitted or be on file, but application is determined not to meet all the qualifiers, the applications should be denied.</p> <p>If upon review it is determined that the application meets the eligibility qualifications, but it is determined that funding is no longer available, the application should be denied.</p> <p>Once funding is exhausted, counselors will be notified, and any future applications should be denied.</p> <p>All applicants denied shall be issued a WTW EOA 3 form indicating the reason for the denial. A copy of this NOA should be sent to document imaging for inclusion in the case file as soon as the notice is sent.</p> <p>When denying an application, the counselor should note the case number, client name and reason for denial on the central tracking tally.</p>
Application Approvals	<p>Counselors will review all applications within 10 days of receipt.</p> <p>If upon review a counselor determines that an applicant appears to meet all requirements, the counselor will take the application and all supporting documentation to their supervisor (or another Employment Services supervisor, if theirs is out of the office) to discuss and review.</p> <p>If the Supervisor agrees the application meets all requirements, the Supervisor will check the central tracking tally to determine if funding remains. If it does, the supervisor should take the</p>

Placer County Human Services

EFFECTIVE DATE:	REVISION DATE:	TITLE:	PROGRAM:
1/1/2018	N/A	CalWORKs Educational Opportunity And Attainment Program	ES

	<p>application, and add the case number and person's name to the central tracking tally. HHS Accounting should be contacted and an NSDI (Non-System Determined Issuance) payment should be authorized. A warrant should be produced and mailed out to the individual that applied and was granted.</p> <p>The supervisor should notify the counselor once Accounting has issued the check, and note the particulars on the central tracking tally. The counselor should then mail out the WTW EOA 2 NOA indicating the application is granted. A copy should be sent to document imaging for inclusion in the case file.</p>
CalWORKs Eligibility	<p>For CalWORKs eligibility purposes, the education incentive award or education stipend must be considered a nonrecurring lump sum payment according to MPP Section 44-101(l). Nonrecurring lump sum payments must be considered property in the month of receipt and any subsequent months, but shall not be considered income.</p> <p>For CalFresh eligibility purposes, the education incentive award and the education stipend are both excluded as income and resources. The award for GED or High School or equivalency completion must be excluded as a nonrecurring lump sum payment in accordance with MPP Section 63-502.2(j). The stipend for education or training enrollment completion must be excluded as educational assistance in accordance with MPP Section 63-5022(e).</p>
Further Clarification	<p>GED preparation or participation in High School or equivalency does NOT need to be part of the applicants WTW plan.</p> <p>12 month VTR status or WTW 24 Month Clock does not affect the applicant's eligibility, so long as the term starts in 2018.</p> <p>Student Initiated program (SIP) status does not affect applicant eligibility; both SIPs and non-SIPs are potentially eligible.</p> <p>Completion of any training or education program does not affect eligibility or granting of the stipend. No over-payment will be incurred should the awarded applicant later drop out of the program or otherwise fail to complete it.</p> <p>This is a one-time allocation. It is not presently known if there will be funding for these awards and stipends in the future.</p>
Examples	<p>The stipend is for clients, both those who are newly starting a program and those who are in an on-going program, who have a term that starts on or after January 1. For example:</p>

Placer County Human Services

Placer County Human Services			
EFFECTIVE DATE:	REVISION DATE:	TITLE:	PROGRAM:
1/1/2018	N/A	CalWORKs Educational Opportunity And Attainment Program	ES

	<ul style="list-style-type: none">• Damien has been in a nursing program for the last year. Damien got enrolled, got his class schedule, etc. in early December for classes starting on January 5th. Damien is eligible for the stipend.• Melissa has never taken a post-high school class in her life. Melissa got enrolled/class schedule in early December for class starting Jan. 5th... Melissa is eligible for the stipend.• Angela has been in a nursing program for the last year. Angela gets enrolled in early December for a term starting December 28th. Angela is not eligible for the stipend.
--	---