

**County of San Diego, Health and Human Services Agency (HHSA)  
CalWORKs Program Guide**

**Welfare-to-Work Hourly Participation Requirements**

**Number**  
**10-003.A**

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**Revision Date:**

08/23/2016

**Background:**

State regulation (EAS 42.711) states Welfare-To-Work (WTW) participants may choose to be assigned educational and/or work related activities without meeting CalWORKs Federal Standards for a limit of 24 months. WTW participants may choose at any time to meet CalWORKs Federal Standards to stop their WTW 24-MTC. After the WTW 24-Months are exhausted, non-exempt WTW participants are required to meet CalWORKs Federal Standards to continue their eligibility to cash aid.

**Policy:**

The average weekly hour requirements for WTW participants are:

<b>Family Type</b>	<b>Household (HH) / Assistance Unit (AU)</b>	<b>Participation Level</b>	<b>CalWORKs Minimum Standards</b>	<b>CalWORKs Federal Standards</b>
<b>Single parent,</b> Children' deprivation is other parent's absence or death	<ul style="list-style-type: none"> <li>No other parent; or</li> <li><u>Non-aided</u> unmarried parent of common children/stepparent/ domestic partner</li> </ul>	1-Parent	Single parent with a child under six	
			20 hours, no core hours required	20 hours, all in core activities
			Single parent with NO child under six	
			30 hours, no core hours required	30 hours, of which 20 in core activities
<b>Pregnant Woman Only</b>	<ul style="list-style-type: none"> <li>No other child in the HH/AU</li> </ul>	1-Parent	20 hours, no core hours required	30 hours, of which 20 in core activities
<b>Two parents</b> Children' deprivation is parents' unemployment	<ul style="list-style-type: none"> <li>Both parents are <u>not</u> exempt; or</li> <li>Only one parent is exempt for <u>other reason than disability</u></li> <li>One parent is CW timed-out, penalized, sanctioned, removed</li> </ul>	2-Parent	35 hours, no core hours required	35 hours, of which 30 in core activities
<b>Two parents</b> <ul style="list-style-type: none"> <li>Children's deprivation is parent's disability</li> <li>1 parent is ineligible</li> </ul>	<ul style="list-style-type: none"> <li>1 parent is exempt due to disability lasting <u>30 or more</u> days</li> <li>1 parent is <u>not</u> aided (e.g. undocumented, fleeing felon, SSI recipient, probation or parole violator)</li> </ul>	1-Parent	See Single Parent Family Type	30 hours, of which 20 in core activities
<b>Optional Adult</b> <ul style="list-style-type: none"> <li>Stepparent</li> <li>Same sex spouse</li> </ul>	<ul style="list-style-type: none"> <li>Is <u>not</u> the natural or <u>adopted parent</u> of children in the AU</li> <li>Chooses to be aided</li> </ul>	1-Parent	See Single Parent Family Type	30 hours, of which 20 in core activities

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<ul style="list-style-type: none"> <li>Domestic partner</li> </ul>	<ul style="list-style-type: none"> <li>Adult <u>is</u> the natural or adopted parent of children in the AU</li> <li>Must be included in the AU</li> </ul>	2-Parent	35 hours, no core hours required	35 hours, of which 30 in core activities
AU with more than two parents	<ul style="list-style-type: none"> <li>Three or more aided natural/adoptive parents; or</li> <li>Optional adult + natural/adoptive parents</li> </ul>	2-Parent	35 hours, no core hours required	35 hours, of which 30 in core activities

*\*Per federal work requirements, the "average 20 weekly hours" applies only to single parents with a child under six*

**Note:** Verified hours of a timed-out parent in allowable WTW activities can be counted only to determine if the second parent is meeting CalWORKs Federal Standards.

WTW Activities:

WTW activities	Type	Time Limit for Core Activities
Unsubsidized Employment	<b>Core</b>	N/A
Subsidized Employment (ESE)	<b>Core</b>	6 months, may be extended
Work Experience (WEX)	<b>Core</b>	12-month lifetime
Expanded Work Experience (EWE)	<b>Core</b>	6 months, may be extended
Self-employment	<b>Core</b>	N/A
Community Services	<b>Core</b>	12-month lifetime
Vocational Training (VTR)	<b>Core</b>	12-month lifetime (after 12/1/2004)
Work Study	<b>Core</b>	N/A
<ul style="list-style-type: none"> <li>Job Search/Job Readiness</li> <li>Mental Health Services</li> <li>Substance Abuse services</li> <li>Family Violence Services</li> </ul>	<b>Core</b>	4 consecutive weeks, may be extended up to 12 weeks
Job skills training directly related to employment (ERT)	Non-core	N/A
Education directly related to employment (ERE)	Non-core	N/A
Satisfactory attendance in secondary school/GED course	Non-core	N/A
Adult Basic Education (ABE)	Non-core	N/A
Vocational English-as-Second Language (VESL)	Core	12-month lifetime as VTR
English-as-Second-Language (ESL)	Non-core	No limit as ERE/ERT
Other activities to assist in obtaining employment (MIS)	Non-core	N/A
Participation required by school to ensure child's attendance	Non-core	N/A

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**References:**

- Senate Bill 1041
- ACL 12-67 (<http://www.dss.cahwnet.gov/lettersnotices/entres/getinfo/acl/2012/12-67.pdf>)
- ACL 12-69 (<http://www.dss.cahwnet.gov/lettersnotices/entres/getinfo/acl/2012/12-69.pdf>)
- ACL 14-16 (<http://www.dss.cahwnet.gov/lettersnotices/EntRes/getinfo/acl/2014/14-16.pdf>)
- ACL 16-21 (<http://www.dss.cahwnet.gov/lettersnotices/EntRes/getinfo/acl/2016/16-21.pdf>)
- EAS 42.711.4 (<http://www.dss.cahwnet.gov/ord/entres/getinfo/pdf/6EAS.pdf>)

**Sunset Date:**

This policy will be reviewed for continuance on or by 08/31/2019

**Approval for Release:**



Rick Wanne, Director  
Eligibility Operations