

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

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Background:

Senate Bill (SB) 1041 established participation requirements for non-exempt CalWORKs recipients to continue receiving cash aid after exhausting their Welfare-To-Work (WTW) 24-Month Time Clock.

Policy

Participants who do not qualify for an extension of their WTW 24-Month Time Clock ([CPG 10-003.F](#)) will be required to meet CalWORKs federal standards ([CPG 11-001.G.1.3](#), [CPG 10-300.A](#)) to continue receiving cash aid, and be eligible to the same supportive services, good cause and WTW exemption provisions as other WTW participants.

A. Post WTW 24-Month Time Clock Participation Options for Two-parent Assistance Unit

Non-exempt adults in a two-parent family may reach the end of their WTW 24-month limit at the same time or at different times. For this reason, there may be several participation options to allow both parents to continue receiving CalWORKs ([ACL 15-03 Attachment A](#)):

Neither parent is exempt or disabled:

- Parent #1 and parent #2 have exhausted the WTW 24-Month Time Clock:
 - Both parents will be required to meet the two-parent families' CalWORKs federal standards ([CPG 11-001.G.1.7](#), [10-003.A.3](#)) in order to continue receiving CalWORKs, either by combining participation hours, or by one parent meeting all requirements alone.
- Parent #1 has exhausted his/her WTW 24-Month Time Clock, parent #2 still has WTW months left. There are the following participation options:
 1. Parent #1 meets CalWORKs federal standards alone: parent #2 is excused from participation ([CPG 11-001.G.2.3](#)) and his/her WTW Clock does not tick
 2. Both parents combines participation hours to meet CalWORKs federal standards (parent #2's WTW Clock does not tick)
 3. Parent #2 meets only WTW participation requirements ([CPG 10-001.E.6](#)): parent #1 is excused from participation until parent #2 has also exhausted his/her WTW Clock (parent #2's WTW Clock ticks)
 4. Parent #1 and parent #2 combine hours to meet only WTW participation requirements: parent #1 receives a WTW 24-Month Time Clock extension ([CPG 10-003.F](#)) until parent #2 has also exhausted his/her WTW Clock (parent #2's WTW Clock ticks).

Parent #1 has exhausted his/her WTW Clock and parent #2 is exempt (not disabled):

- Parent #1 is required to meet the CalWORKs federal standards to remain on aid
- Exempt parent #2 may participate as volunteer, and his/her hours may be combined to meet the CalWORKs federal standards ([CPG 11-001.G.2.4](#)).

B. End of the WTW 24-Month Time Clock Timeline Progression ([ACL 15-03 Attachment B](#)):

The participant will receive:

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- [WTW 43 Notice of Your WTW 24-Month Time Clock Ending Soon](#) between the 18th and 21rd WTW month
- [WTW 46 WTW 24-Month Time Clock Review Appointment Letter](#) and the [WTW 44 WTW 24-Month Time Clock Extension Request Form](#) between the 18th and 23rd WTW month (no later than the last day of the 23rd WTW month)
- [NA 1276 - End of WTW 24-Month Time Clock Notice](#) no later than ten days prior to the expiration of the WTW 24-Month Time Clock.

Good Cause ([CPG 10-020](#)) will apply if the Employment Case Manager (ECM) does not schedule for any reasons the “End of WTW 24-Month Time Clock Review” appointment before the participant’s WTW Clock is exhausted. In this case, the participant will be required to continue meeting WTW participation requirements and will be receiving supportive services in accordance with his/her existing plan until the End of WTW 24-Month Time Clock Review and transition to CalWORKs federal standards are completed.

Noncompliance ([CPG 10-025.A](#)) will apply if the participant does not show for, or fails to reschedule, the End of WTW 24-Month Time Clock Review appointment.

Procedures:

- [Processing Guide 10-003.D Procedures for Transitioning to Post WTW 24-Month Time Clock Participation Requirements](#)

Impacts:

None to other programs

References:

- All County Letters (ACLs): [15-03](#) and [12-67](#), [12-69](#), [13-15](#), [13-68](#), [14-09](#), [15-01](#), [15-02](#)
- Welfare and Institutions Code (WIC) sections [11322.86](#), [11322.87](#).

Release Date:

5/20/2015

Sunset Date:

This policy will be reviewed for continuance by 5/20/2018