

WELFARE-TO-WORK (WTW) 24-MONTH TIME CLOCK EXTENSION REQUEST FORM

PLEASE PRINT

YOUR NAME		COUNTY USE ONLY	
ADDRESS	STREET	COUNTY	
CITY	ZIP	CASE NAME	
PHONE		CASE NO.	OTHER ID NO.
QUESTIONS? ASK YOUR WORKER.		WORKER NAME	

Once you have used all 24 months of your WTW 24-Month Time Clock, you will have to meet different Welfare-to-Work rules to continue getting your portion of cash aid and supportive services. However, you can get an extension of your WTW 24-Month Time Clock if you meet one of the conditions listed below.

Please check the box that applies. Please be sure to sign your name and date this form. Along with this form, please give the county any proof that you can provide to help the county decide if you can get an extension to the WTW 24-Month Time Clock and continue to be in activities in your current welfare-to-work plan.

YES NO WTW 24-MONTH TIME CLOCK EXTENSIONS

1. Are you in an educational program, including adult basic education, vocational education, or a self-initiated program, that you will be finishing soon?
If yes, what is your graduation, transfer, or completion date?
2. Are you in a treatment program, such as a program for substance abuse or mental health, that you will be finishing soon?
If yes, what is your completion date?
3. Do you need more time to complete an activity in your welfare-to-work plan due to a learning disability or other disability?
4. Have you submitted an application to receive Supplemental Security Income (SSI) disability benefits?
If yes, what is the date of your hearing?
5. Are you in a two-parent assistance unit where the other parent has not yet used all of his or her WTW 24-Month Time Clock?
6. Are you likely to get a job in the next six months? Please explain below.

7. Has there been a change in the job market that has temporarily prevented you from getting a job so you need more time to get one? Please explain below.

YOUR SIGNATURE

DATE

PLEASE CONTACT YOUR WORKER IF YOU HAVE QUESTIONS ABOUT THIS FORM.

- If you need help getting proof of your condition, your worker can help you.
- You will get a notice if you do or do not get an extension to the WTW 24-Month Time Clock and the reason why.
- If you do not agree with the county, you may ask for a state hearing.
- If you think you should not be in Welfare-to-Work and have not asked for an exemption, or need more information about exemptions from participation in Welfare-to-Work, please contact your worker.