

SUBJECT: THE 2004 WELFARE-TO-WORK (WtW) GRANT ADDENDUM FOR THE CalWORKs County Plan for the County of Ventura’s Human Services Agency Business and Employment Services Department (CalWORKs Administration and Workforce Programs Administration), and the Workforce Grant Administration Department.

- 1. The name(s) of the Local Workforce Investment Board(s) (Local Board) that is administering the federal formula WtW Grant program in the county.**

Ventura County Workforce Investment Board.

- 2. A description of the coordination and collaboration between the CWD and the Local Board(s) to ensure services are not being duplicated.**

The County of Ventura Human Services Agency receives funds to operate and provide administrative support to both the Federal Welfare-to-Work (WtW) program and the CalWORKs program. The HSA Business and Employment Services Department (BESD) provides direct services to participants in both programs. The agency’s fiscal, MIS and compliance units provide data and oversight to both programs. The Workforce Investment Board provides policy guidance and approval authority for WtW program activities in accordance with federal regulations and state policy.

The Program Services are provided through the One Stop Job and Career Centers (JCCs) that are located throughout the county. Center personnel reflect the various partners in both programs and include the County’s CalWORKs and Workforce Investment Act programs, as well as representatives of the State Employment Development Department, Department of Rehabilitation, Adult Schools, Department of Child Support Services and others.

Two BESD Deputy Directors oversee the direct implementation of both the WtW and CalWORKs programs through the Centers and collaborate on service delivery to ensure non-duplication. They report to the BESD Director and WIB Evaluation Committee regarding program outcomes, enrollments and service strategies. The County of Ventura Board of Supervisors provides final approval of all contracts and staffing patterns for the WtW and CalWORKs programs.

- 3. List the eligible population(s) and the allowable activities that will be provided if the match funds are retained by the CWD.**

Current CalWORKs recipients who are receiving cash assistance and:

1. Have received aid for at least 30 months or more; or
2. Will become ineligible for CalWORKs assistance within 12 months due to the federal 60-month life-time limit on aid; or

3. Will become ineligible for CalWORKs assistance within 12 months because the last minor child in the family will turn 18 years of age; or
4. Have received cash assistance for less than 30 months and:
 - a. Have a characteristic associated with, or predictive of long term welfare dependence such as having dropped out of school, teenage pregnancy, or having had a poor work history; or
 - b. Have a significant barrier to self-sufficiency.
5. Custodial parents who are no longer receiving CalWORKs cash assistance because they have reached their 600-month life-time limit on aid and would otherwise be eligible for CalWORKs cash assistance.

A Non-Custodial Parent (NCP) is eligible to participate if he or she is unemployed, underemployed, or having difficulty in paying child support obligations, and at least one of following applies to the NCP's minor child:

1. The minor child or the custodial parent of the minor child:
 - Has received CalWORKs cash assistance for 30 months or more; or
 - Within 12 months, will become ineligible for cash assistance under the CalWORKs program because of reaching the federal 60-month life time limit on aid.
2. The minor child is eligible for, or is receiving, CalWORKs benefits; or
3. The minor child has received CalWORKs cash assistance for a 12-month period proceeding the date of the NCP's eligibility determination but is no longer receiving cash assistance; or
4. The minor child is eligible for, or is receiving, assistance under the Food Stamp Act, supplemental security income program, medical assistance under Medi-Cal, or medical assistance under California's Healthy Families Program.

Allowable activities that will be provided by the match funds are:

4. Re-assessment of a CalWORKs participant's skills and abilities once they have reached 30-months on aid in order to determine what type of additional services/training they will need in order to obtain unsubsidized employment.
5. Vocational education or training that is needed in order for a CalWORKs participant assigned to a Community Service activity to be able to function in that particular assignment.
6. Job Readiness and Job Placement services that are needed to assist in transitioning a participant from Community Service to unsubsidized employment.

4. If the CWD will be directly serving non-custodial parents (NCPs), include the relationship established between the CWD and the local Child Support Services Agency (IV-D) used to identify NCPs for WtW Grant services.

The County of Ventura has entered into a contract with a local service provider (Goodwill Industries of Ventura and Santa Barbara Counties) in order to provide employment and training services to non-custodial parents eligible under the WtW guidelines. A separate agreement has been established with the County's Department of Child Support Services to identify and refer those non-custodial parents who have been notified of a delinquency in making required child support payments. This program has been operating for over two years now (August 2003) and has served over 160 NCPs. The current plan is to enroll 70

additional participants referred by the courts, to provide them with a variety of supportive services and to place them into a variety of work experience job sites, vocational training opportunities or directly into unsubsidized employment. The objective is to provide them with the opportunity to secure a sustainable, self-sufficient income and to provide the necessary financial support to their child (ren). This program is funded through WtW and will operate through March 2004. WtW representatives at the JCCs provide on-site coordination and technical assistance to ensure program success.

5. **If the CWD is transferring by agreement the match to the Local Board (s) to provide WtW Grant activities, include the name of the organization, the amount of State match being transferred, the eligible population (s) that will be served, and the activity (ies) that will be provided.**

The Human Services Agency in coordination with the Ventura County Workforce Investment Board transfers its match for the purpose of facilitating more efficient and effective use of both financial resources. The amount of this year's State match that is being utilized in this fashion will total \$817,100. The eligible population for this fiscal year is the 70%, 30 months (or more) on aid CalWORKs clients. Activities have been previously been outlined in the other responses.

6. **Describe the CWD's method for identifying WtW Grant eligible CalWORKs recipients.**

The Business and Employment Services Department has a referral process for WtW eligible clients and this has been established for several years. There are personnel positioned at each of the Job and Career Centers and they are able to process referrals into the department's WtW intake/assessment/QC/MIS processes. There is an operations unit that provides technical support to the Job and Career Center system, service contractors and the community at large regarding the service flow for CalWORKs clients who are entering WtW funded employment, training and retention services activities.

7. **If WtW Grant eligibility is determined based on a CalWORKs recipient having "characteristics of long-term welfare dependence" or "significant barriers to self-sufficiency" (refer to Attachment 1), include definitions for (a) "poor work history," (b) "full-time employment," and (c) significant barriers to self-sufficiency.**

1. **Poor Work History:** This is defined by client documentation that indicates and is predictive of long term welfare dependence such high school dropout, teen parent, larger family size, substance abuse issues, learning disabilities, life skills issues, lack of marketable skills and related barriers to employment.
2. **"Employment"** is work that is compensated at least at the applicable federal minimum wage.

3. **Full-time Employment**-when an individual is employed in unsubsidized employment of the required participation hours of 32 hours per week for one-parent assistance units or 35 hours per week for two-parent assistance units.
4. **Significant Barriers to Self-Sufficiency**-may include any one or all of the following: lack of transportation, lack of child care, limited education, limited English, limited skills and abilities, domestic violence, mental health or substance abuse issues.