

## Welfare to Work Activities

<b>Core Activities (from which at least 20 hours/week is required for single parent households and 30 hours/week for two-parent)</b>	
<b>Activity</b>	<b>Federal Definitions with Fresno County notes</b>
Unsubsidized Employment	Full- or part-time employment in the public or private sector that is not subsidized by TANF or any other public program. Includes self-employment as well as recipients whose employer can claim a tax credit for hiring economically disadvantaged workers.
Subsidized Private Sector Employment	Employment in the private sector for which the employer receives a subsidy from TANF or other public funds to offset some or all of the wages and costs of employing a recipient.
Subsidized Public Sector Employment	Employment in the public sector for which the employer receives a subsidy from TANF or other public funds to offset some or all of the wages and costs of employing a recipient.
On-the-Job Training (OJT)	<p>OJT is training in the public or private sector that is given to paid employee while he or she is engaged in productive work. OJT provides knowledge and skills essential to the full and adequate performance of the job. The employer is subsidized to offset training costs.</p> <p><i>This activity is typically for 90 days but can be extended on a case by case basis as determined by the County.</i></p>
Job Search and Job Readiness Assistance	<p>An activity in which the participant's principal activity is to seek employment. Job search includes looking for suitable openings, making contact with potential employers, applying for vacancies, and interviewing for jobs. Job readiness assistance is an activity that provides the recipient with training to learn basic job seeking and interviewing skills, to understand employer expectations, and to learn skills designed to enhance an individual's capacity to move toward self-sufficiency.</p> <p>Job Readiness can also include:</p> <ol style="list-style-type: none"> <li>1) Preparing the individual to obtain and retain employment, such as preparing a resume or job application, interviewing skills, instruction in work place expectations, and life skills training.</li> <li>2) Substance abuse treatment, mental health treatment, or rehabilitation activities for those who are otherwise employable.</li> <li>3) Drug testing for specific job classification and taking tests to qualify for specialized certificates.</li> <li>4) Hours spent online in distance learning activities such as searching for job vacancies, submitting resumes and completing applications.</li> </ol> <p><i>Job Search and Job Readiness is limited to no more than four consecutive weeks and up to six weeks total in a 12-month period.</i></p>

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Work Experience	<p>Training in the public or private sector that helps provide basic job skills, enhances existing job skills in a position related to the participant's experience, or provides a needed community service that will lead to unsubsidized employment.</p> <p><i>Placement into Work Experience will coincide with the recipient's employment goal as indicated on his/her Welfare to Work plan. The hours of Work Experience participation is limited based on the amount of Food Stamps and cash aid the recipient's family is receiving on a monthly basis. This will be determined by DSS.</i></p>
Community Service	<p>Training activity that is temporary and transitional, is performed in the public or private sector, and provides participants with basic job skills that can lead to employment while meeting a community need.</p> <p><i>Placement into Community Service does not have to coincide with the recipient's employment goal as indicated on his/her Welfare to Work plan. The hours of Community Service participation is limited based on the amount of Food Stamps and cash aid the recipient's family is receiving on a monthly basis. This will be determined by DSS.</i></p>
Vocational Educational Training	<p>Organized educational programs that are directly related to the preparation of individuals for employment in current or emerging occupations that require training other than a baccalaureate or advance degree.</p> <p><i>Participation in Vocational Educational Training is limited to 12 months as a core activity. Participation beyond the 12 months will be counted as non-core and the participant will be required to participate in other core activities.</i></p>
<b>Non-Core Activities (cannot count without 20 hours of Core activities each week)</b>	
Job Skills training directly related to employment	<p>Training or education for job skills required by an employer to provide an individual with the ability to obtain employment or to advance or adapt to the changing demands of the workplace. Job skills training directly related to employment must be supervised on an ongoing basis no less frequently than daily.</p>
Education directly related to employment	<p>Education related to a specific occupation, job, or job offer. Education directly related to employment must be supervised on an ongoing basis no less frequently than daily. Clients must have not attained a GED or High School Diploma.</p>
Satisfactory attendance at secondary school or in a GED program	<p>Regular attendance, in accordance with the requirements of the secondary school or course of study, at a secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certificate. This activity must be supervised on an ongoing basis.</p>