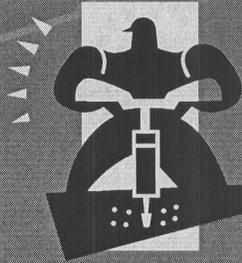


DIVISIONARY WORK PROGRAM

- Helping families avoid welfare by working.



Presented by: Angelia Schmidt and Jason Hedin

DWP History

- The 2003 Legislature established a short-term, work focused program which requires immediate engagement in Employment Services.
- The primary goal of DWP is to divert families from ever having to apply for the Minnesota Family Investment Program (MFIP).
- Started July 1, 2004

DWP Goals



- The primary goal of DWP is to provide short-term benefits, intensive work supports and other necessary services to eligible families, which will lead to:
 - Unsubsidized employment
 - Increased economic stability
 - Reduced risk of those families needing assistance under MFIP
- An important secondary goal of DWP is to quickly identify and successfully address barriers that may hinder a DWP job seeker's ability to successfully search for, obtain and retain unsubsidized employment

DWP - Eligibility Requirements

Except for families listed below, new applicants must participate in DWP.

- Child only cases.
- A 1-parent family that includes a child under the age of 12 weeks (only if they have **not** used the child under the age of 1 exemption from MFIP.)
- A minor caregiver without a high school diploma or GED.
- A caregiver 18 or 19 years old without a high school diploma or GED who chooses the school option. (If the 18/19 year old chooses the employment option they are DWP.)

DWP – Eligibility Requirements Exceptions Cont'd

- A caregiver who is age 60 or over or a caregiver that will turn 60 during the purposed 4 DWP months.
- A family unit with a caregiver who received DWP benefits within 12 months from the DWP Eligibility begin date.
- A family unit with a caregiver who received MFIP benefits 12 months prior to the DWP month of application.
- A family unit with a caregiver who has received 60 months of TANF assistance.
- A family unit with a caregiver who has been convicted of fraud under MFIP or DWP.

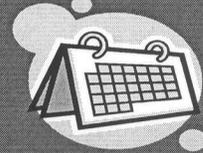
DWP – Eligibility Requirements

- Applicants must be a resident of Minnesota for 30 days or more.
- Applicants are allowed assets up to \$2000
- Applicants must meet income guidelines which are the same as MFIP.
- All citizens and lawfully residing immigrants are potentially eligible for DWP.



DWP - Time and Partial Months

- DWP consists of 4 consecutive months. (If DWP is closed before the end of 4 months the months continue to count)
- DWP's 4 months do not apply to the 60-month TANF time limit.
- Partial/Prorated months count as a full month of DWP.
- Clients have the option to opt out of this partial/prorated month as long as they have not applied for Emergency Assistance.



DWP – Application Walk Through

1. Client starts at Century Plaza on 1st floor windows A, B, or C to obtain application.
2. Client completes application and is sent to 2nd floor with application.
3. Client will meet with HSR to review application and DWP orientation.
4. Client will then be sent back to 1st floor to obtain EBT Card and attend Managed Health Care orientation.
5. If client needs shelter they will see the Shelter Team as well on 1st floor.

* This process can take 4-6 hours to complete.

DWP – Application Process

- Application and Self Screening completed by client.
- DWP Interview and Orientation. (In office time can be 4-6 hours)
- Verifications completed by client and received by Team
- Processing and referral to Employment Services completed by HSR.
- Meet with Employment Service Provider and develop employment plan. (Within 10 days of initial appointment)
- Benefits issued within 1 business day of signed plan.

DWP – Interview

- Review application to make sure client is eligible for DWP by reviewing the Screening Sheet and checking Initial Income Test.
- If client is under the income limit complete DWP interview.
- The interview should be completed with the checklist and DWP Packet.

DWP – Employment Plan

- All eligible adults must complete and sign an employment plan before benefits are issued.
- Plan is highly work focused, and must work/work search a minimum of 35 hours per week.
- Plan addresses strengths and needs of the family.
- With the Employment Plan the Job Counselor will provide the client with transportation assistance and refer client to child care assistance

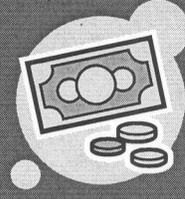
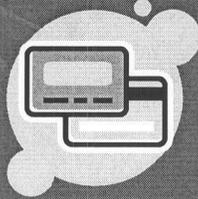
DWP – Employment Services Non-Compliance

- Clients who are not in compliance with their employment plan will be subject to a 100% sanction of their DWP Benefits.
 - Cash benefits will be closed
 - Child care assistance will terminate
 - Transportation assistance will not be provided
- If client complies before the 1st of the month that they are scheduled to close then client will receive all benefits for the month. If they comply later, benefits could be pro-rated.



DWP – Benefit Issuance

- All eligible participants are subject to mandatory vrending of benefits.
- We vendor in the following order:
 - Rent
 - Utilities
 - Personal Needs (This is issued to EBT card)



DWP – Budget 1

- Household Size: 2
Maximum Grant Allowed: \$ 437.00

- Rent: \$0.00
- (+)Utilities: \$0.00
- (+)Personal Needs: \$140.00 (\$70.00 per person)
- DWP Need: \$140.00

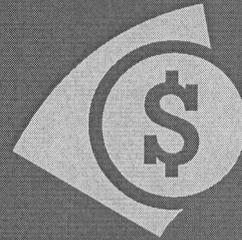
DWP – Budget 1

Earned income: \$ 0.00
(+) Unearned income: \$ 0.00
Total Income: \$ 0.00

DWP Need: \$140.00
(-) Total income: \$0.00

Total DWP Need: \$ 140.00

DWP Grant Amount: \$140.00



DWP – Budget 2

- Household Size: 2
Maximum Grant Allowed: \$ 437.00

Gross income: 450.00 per month

(-) 18%: 81.00

Total counted income: 369.00

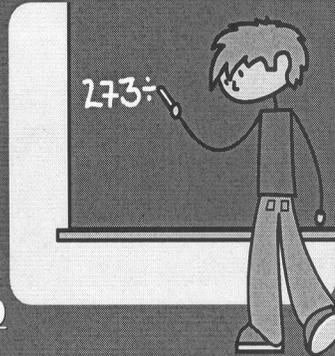
Gross income standard for HH size of 2 is \$679

If met, the deduction will be 36% - \$162

DWP – Budget 2

Rent: 500.00
Utilities: 200.00
Personal needs: 140.00
Total need: 840.00

Total need: 840.00
(-) Total counted income: \$288.00
Total need after income: 552.00
DWP total grant: 437.00
(This amount will be vended to the landlord)



DWP – Budget 3

- Household Size: 2
Maximum Grant Allowed: \$ 437.00

Gross income: 450.00 per month
(-) 18%: 81.00
Total counted income: 369.00

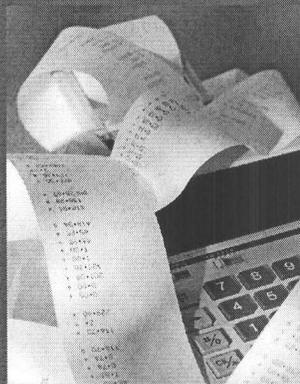
Gross income standard for HH size of 2 is \$679
If met, the deduction will be 36% - \$162

DWP – Budget 3

Rent: 200.00
Utilities: 100.00
Personal needs: 140.00
Total need: 440.00

Total need: 440.00
(-) Total counted income: 288.00
Total need after income: 152.00
DWP total grant: 152.00

(This amount will be vendored to the landlord)



DWP – Budget 4

- Household Size: 2
Maximum Grant Allowed: \$ 437.00

Gross income: 450.00 per month
(-) 18%: 81.00
Total counted income: 369.00

Gross income standard for HH size of 2 is \$679
If met, the deduction will be 36% - \$162

DWP - Budget 4

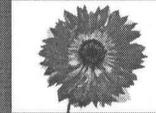
Rent: 0
Utilities: 140.00
Personal needs: 140.00
Total need: 280.00

Total need: 280.00
(-) Total income: 288.00
total need after income: 0.00
DWP total grant: 10.00



Because the initial income test was passed but clients income is more than their DWP need the client is eligible for a minimum grant of \$10.00.

DWP - Income Chart



Month 1	Month 2	Month 3	Month 4
\$0 Counted	\$0 Counted	\$1000 Not Counted	\$1000 Not Counted
\$0 Counted	\$500 Counted	\$1000 Only \$500 Counted	\$1000 Only \$500 Counted
\$500 Counted	\$500 Counted	\$0 Counted	\$0 Counted

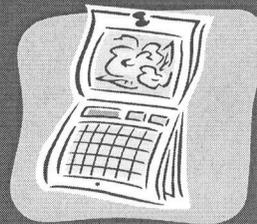
DWP – Other Programs

- Along with DWP many clients choose to apply for Food Support and Health Care Programs at the same time.
- DWP cash counts as income toward the Food Support program after DWP is approved. DWP does not affect Health Care.



DWP – After four months

- Clients who become self sufficient depending on their income can continue receiving Food Support and Health Care.
- Clients who were not able to find employment or are not earning enough to meet their needs may apply for MFIP.



DWP – Transition to MFIP

1. Client can pick up an MFIP Transition Application Form at Century Plaza first floor window A, B, or C. (MTAF can only be completed if DWP has not been closed for more than 30 days, if it has then a CAF is required.)
2. The client must fill out form then proceed to second floor to see an HSR at the Team Service Center to review their form.
3. The Team Service Center HSR will review for completeness and request verification of any change.
4. The client will then be sent to first floor to attend MFIP Orientation.

* This process can take 2 hours to complete.

DWP – Transition to MFIP

5. Team will process MTAF and approve MFIP benefits and close FS.
6. Team will then transfer the case to one of their Buddy Teams to handle ongoing MFIP.
 1. Add case to Transfer Matrix
 2. Transfer case in MAXIS and Diamond
 3. Fill out Use Form: DWP to MFIP Case Transfer Form



DWP – What can you do?

- Remind applicants to bring the following:
 - Photo ID
 - Proof of any income
 - Birth Certificates for all persons applying
 - Lease or Mortgage statement
 - Utility Bills (this includes phone)
 - Verification of any assets (bank accounts, vehicles, etc.)
- Encourage reporting and communication.

