COUNTY NAME:

TULARE

CalWORKs County Plan Addendum

Date Submitted to California Department of Social Services:

January 9, 2007

Prepared By:

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I hereby certify that County Board of Supervisors was briefed regarding the contents of this Plan addendum prior to submittal.

FOR

County Welfare Director's Signature

John Davis
Printed Name

January 9, 2007

This plan addendum is submitted pursuant to Welfare and Institutions Code Section 10534.

COUNTY NAME:

TULARE

CalWORKs County Plan Addendum

Date Submitted to California Department of Social Services:

April 25, 2007

Prepared By:

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I hereby certify that County Board of Supervisors was briefed regarding the contents of this Plan addendum prior to submittal.

County Welfare Assistant Director's Signature	**Donnie Griffin** **Printed Name**	**April 25, 2007**

This plan addendum is submitted pursuant to Welfare and Institutions Code Section 10534.

1) County Goals

After reviewing the county's existing CalWORKs County Plan, please provide a general description of how the county will meet the goals defined in Welfare and Institutions (W&I) Code Section 10540, while taking into consideration the work participation requirements of the federal Deficit Reduction Act of 2005.

The goals of W&I Code Section 10540 are the following:

1) Reduce child poverty in the State;
2) Reduce dependence of needy parents on government benefits by promoting job preparation, work, and marriage; reduce out-of-wedlock births; and encourage the formation and maintenance of two-parent families;
3) Meet the requirements of federal law while avoiding unanticipated outcomes that negatively affect child well-being, the demand for county general assistance, or the number of families affected by domestic violence.

A. General description of how the county will meet the goals of W&I Code 10540

The CalWORKs Program objectives are to:

- Reduce the number of dependent families by providing a wide array of welfare-to-work activities and guidance to allow participants to obtain unsubsidized employment leading to self-sufficiency.
- Encourage employment and work experience by increasing the number of job placements and earning capabilities for families receiving public assistance.
- Establish and sustain partnerships between government agencies, schools, and other local resources to design and subsequently improve local CalWORKs program.
- Eliminate duplication of administrative costs by utilizing existing training, education, and support services offered by local agencies and organizations.

These objectives will be achieved by using a system of welfare-to-work activities approved by the State and Federal government to return participants to a work environment, utilize partnerships with local individuals and employers to create and identify available jobs, and comprehensive support services leading to successful client participation and in an effort to meet Federal and State participation rates. The success of the CalWORKs program hinges on the availability of a support service network which will allow the participant to accept and retain employment. These support services, such as child care and transportation, must be adequate to provide the participant with sufficient alternatives to establish an effective employment plan for the best chance of success.

2) Participation Improvement

Please describe what immediate and long-range actions the county will take to improve the federal work participation rate (WPR) among CalWORKs applicants and recipients. At a minimum, describe how the county will address increased participation in the areas listed below. When responding, provide a detailed description of the policy or strategy in each program area, the anticipated outcome that will result in program improvements, the percentage of families affected, and how success will be determined. Please note that if a county is already using a particular strategy that is successful, a description of that strategy is sufficient.

B. Providing up-front engagement activities

Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy). Example: A county describes a new policy to engage recipients in orientation and appraisal within one week of application.

Activity Number 1. Increase WTW information given during CalWORKs orientation
Activity Number 2. Workforce Investment Department (WID) Resource Center
Activity Number 3. Creation of a listing to ensure that all CalWORKs applicants that are approved and who are not exempt are referred to Employment Services
Activity Number 4. Increase participant mileage from 19 cents a mile to 34 cents a mile

Activity Number 1: To increase our current WTW information provided during CalWORKs orientation and market the valuable services available for those who qualify for WTW. It is anticipated that such information will increase the attendance rate of WTW orientations and fast track individuals through their proper paths of either, employment, specialized services (such as job search/readiness training and domestic violence, mental health or substance abuse counseling) or assessment.

(IMPLEMENTATION WITHIN THE NEXT 60 DAYS)

Activity Number 2: The WID Employment Connection is currently available to all applicants/recipients. The purpose of the center is to provide employment referrals. The center has developed a close relationship with local employers and community based organizations and has seen an increase in the number of job leads reported.

(CURRENTLY IN PLACE)

Activity Number 3: Develop of an adhoc report to provide a listing of all clients that have been granted cash aid and compare this list to those entered in Employment Services section of CalWIN. This is necessary as the process between CalWORKs approval and referral to Employment Services is manual in CalWIN and as such is error prone.

(CURRENTLY IN PLACE)

Activity Number 4: The increase in participant mileage will ensure the participants complete their activity.
(Effective January 1, 2007)

What are the anticipated effects and percentage of families affected monthly? Example: The county describes how recipients are expected to have welfare-to-work (WTW) plans developed sooner and includes how much sooner, what percentage of the county's WTW caseload will be impacted, etc.

Activity Number 1: 100% of all CalWORKs applicants attending orientation will be impacted.

Activity Number 2: WID/Employment Connection is available to the public applying for assistance though it focuses on WTW clients. 100% newly granted cases.

Activity Number 3: The use of this adhoc will address 100% of newly granted cases not being referred timely to WTW services each month.

Activity Number 4: The increase in mileage will address the issue of the rise in fuel prices for 100% of all CalWORKs recipients who file a claim for mileage reimbursement.

How will success be determined (quantitative and qualitative assessment of effects)? Example: The county describes the percentage by which the earlier engagement policy will increase the county's federal WPR and State participation levels, the percentage by which a reduction in sanctions will increase the county's federal WPR and its State participation levels, etc., by year, over three years (beginning with this year). The county also describes how early engagement will result in better identification of barriers to employment, better identification of exemptions, etc. (including percentages as appropriate). If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Activity Number 1: Currently the percentage of clients who attend WTW orientation as initially scheduled is 50%, we anticipate there will be a 1–5% increase in this attendance rate. The orientation completion rate will show an improvement and will be verified by the WTW25 reports.

Activity Number 2: The purpose of the Employment Connection is to provide employment referrals and has averaged 88 employment placements in the last six months. With the increase number of identified WTW clients we anticipate an increase in employment placements of 20% in the Job Search activity.

Activity Number 3: It is estimated that there are 50 newly approved CalWORKs clients that are not being referred to WTW each month. This report will allow the early identification of clients in need of WTW services. Will be measured utilizing the WTW25 reports documenting the number of clients completing orientation.

Activity Number 4: The County should realize a 44.12% increase in the amount of single allocation funds utilized for transportation reimbursement.

C. Achieving full engagement by individuals who are required to participate, and who are partially participating, not participating, or are between activities.

Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy). Example: The county describes a new policy to work with recipients up front to identify community service areas in which they have specific personal interest (such as volunteering at a local nonprofit) that could be utilized to increase participation in federally allowable activities when recipients are in between activities or need additional hours to meet the 32-/35-hour weekly participation requirement.

Activity Number 1: The WTW Training curriculum both for staff induction and continuing training will be assessed and enhancements made where necessary to address any gaps such as; Training WTW Referral Process (eligibility staff), Importance of ES activities and meeting participation rates (eligibility staff), Importance of eligibility actions to ES functions, Customer Service (WTW staff), Sanctions (WTW staff), TANF Reauthorization (all staff). Furthermore, motivational counseling skill development will be explored to assist employment services workers in relaying the importance of employment and setting goals.

(IMPLEMENTATION WITHIN THE NEXT 90 DAYS)

Activity Number 2: Develop additional Work Experience/Community Service placement opportunities.

(IMPLEMENTATION WITHIN THE NEXT 90 DAYS)

Activity Number 3. In conjunction with the county library, provide literacy classes to increase the literacy of the adult job searchers.

(EFFORTS TO BEGIN WITHIN THE NEXT 60 DAYS)

What are the anticipated effects and percentage of families affected monthly? Example: The county describes how the policy benefits recipients and specifies the percent of WTW enrollees who are not participating in activities and the percent who are not fully participating that will become fully engaged in activities that meet federal and State participation requirements (separated by meeting federal and State requirements).

Activity Number 1: 100% of the applicants and recipients seen by staff will benefit from the enhancements made to our training curriculum. By enhancing the knowledge base, staff will be more effective in relaying the importance of setting goals and securing/retaining employment.

Activity Number 2: Approximately 1% of recipients, which translates to 37 recipients, would benefit monthly by developing additional Work Experience/Community Service Sites. Increased referrals to work experience and community service activities will help more clients gain valuable experience and enhance their skills.

Activity Number 3: Approx. 5-8 families would benefit monthly by providing literacy classes.

How will success be determined (quantitative and qualitative assessment of effects)? Example: The county describes the percent by which the county's federal WPR and State participation level will be increased by full engagement of partially participating recipients and non-participating recipients. The county describes the percent increase for each group of recipients, separately, by year, over three years (beginning with this year). If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Activity Number 1: WTW Training curriculum assessment/enhancement will be evaluated based upon surveys completed by Staff as to the degree of assistance the training provided them in doing their job. WTW Training curriculum assessment/and or enhancement will contribute 1% to the overall increase in the WPR.

Activity Number 2: Additional Work Experience/Community Service placement sites; we expect an increase in the number of clients participating in these activities will contribute 1% to the overall increase in the WPR.

Activity Number 3: Additional literacy classes; we expect that by increasing the number of clients participating in literacy classes by 5-8 families, we will contribute .9% to the overall increase in the WPR.

D. Providing activities to encourage participation and to prevent families from going into sanction status

Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy). Example: A county describes a new strategy that after an instance of noncompliance, individuals will meet with a worker who specializes in identifying and resolving barriers to nonparticipation (substance abuse, child care problems, etc.) and will work with individuals to develop strategies to maintain participation.

Purpose to engage those with barriers to employment that increases their chances of becoming noncompliant

Activity Number 1. The Family Intervention Unit will play a major role in reengaging non-compliant individuals. Participants will be referred to the Family Intervention Unit prior to a sanction. This unit provides professional services in the areas of mental health, alcohol and other drugs, domestic violence, parenting, promotion of marriage, and health areas that may be affecting the participant's participation in their welfare to work activity.

(CURRENTLY IN PLACE)

Activity Number 2: Staff will also work with staff from the District Attorney's Office, Probation, Family Support Division, and the Public Defender's Office to assist with issues related to a criminal (misdemeanors) background, outstanding warrants, drivers license suspensions, child support issues, etc. A process is in place to assist in expunging eligible misdemeanor records.

(CURRENTLY IN PLACE)

What are the anticipated effects and percentage of families affected monthly? Example: The County describes how recipients will benefit from the new policy and identifies the percentage by which the county's sanction rate will be reduced.

Activity Number 1 There is an average of 190 participants referred to this activity each month.

Activity Number 2: The expungement process results in a more employable participant.

How will success be determined (quantitative and qualitative assessment of effects)? Example: The County describes the percent by which sanction prevention will increase the County's federal WPR and State participation levels, by year, over three years (beginning with this year). The county also describes how it will measure the benefits to recipients in terms of barrier removal services. If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Activity Number 1 Will contribute to the overall increase in the WPR

Activity Number 2: Will contribute to the overall increase in the WPR

E. Reengaging noncompliant or sanctioned individuals

Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy). Example: A county describes a home visiting program that focuses on re-engaging sanctioned recipients in WTW and removing barriers to participation.

Activity Number 1 TulareWORKs will be adding two units of lead workers to work with and engage the sanctioned families. Their mission is to engage as many as possible to their WTW program.

(IMPLEMENTATION IN THE NEXT 90 DAYS)

Activity Number 2: The work day will be extended to 6PM Monday through Friday. The extended hours provides the flexibility to schedule participants for appointments beyond the traditional 8-5 and also allows participants to be contacted at home.

(IMPLEMENTATION IN THE NEXT 90 DAYS)

What are the anticipated effects and percentage of families affected monthly? Example: The County describes the percentage by which its sanction rate will be reduced, the percentage of sanctioned individuals that may be identified as meeting a WTW exemption, etc. The County also describes how identification of barriers and the provision of services will assist the family in meeting WTW requirements and achieving self-sufficiency.

Activity Number 1. Sanctions will be reduced by 10-15% in the first year.

Activity Number 2: Staff availability to the participants will increase significantly.

How will success be determined (quantitative and qualitative assessment of effects)? Example: The county describes the percentage by which a reduction in its sanction rate will increase the county's federal WPR and its State work participation levels, by year, over three years (beginning with this year), and how the county will measure the benefits to recipients in terms of barrier removal services. If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Activity Number 1 Will contribute to the overall increase in the WPR

Activity Number 2: Will contribute to the overall increase in the WPR

F. Other activities designed to increase the county's federal WPR?

Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy):

Activity Number 1. TulareWORKs will be adding additional staff and extending the work day. These additions will reduce some of the caseload levels, allowing self sufficiency counselors to react to participants that are at risk of becoming non-compliant. Self sufficiency counselors will contact these participants and schedule counseling appointments.

(IMPLEMENTATION IN THE NEXT 90 DAYS)

Activity Number 2: The work day will be extended to 6PM Monday through Friday. The extended hours provides the flexibility to schedule participants for appointments beyond the traditional 8-5 and also allows participants to be contacted at home.

(IMPLEMENTATION IN THE NEXT 90 DAYS)

What are the anticipated effects and percentage of families affected monthly?

Activity Number 1 Will impact 1% of families (this translates to 37 persons) per month.

Activity Number 2: Will impact 1% of families (this translates to 37 persons) each month.

How will success be determined (quantitative or qualitative assessment of effects)?

Activity Number 1. Will see a decrease in the number in sanction status and an increase in the WPR

Activity Number 2: Will contribute to the overall increase in the WPR

G. Please provide a description of how the county will collaborate with local agencies, including, but not limited to, local workforce investment boards, community colleges,

universities, adult schools and regional occupational centers/programs that provide activities that meet federal work participation requirements and provide participants with skills that will help them achieve long-term self-sufficiency. For each individual agency, responses should include elements such as how information is shared or will be shared, ongoing or planned contracts, ongoing meetings established, etc.

Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy). Example: The County describes how it will collaborate with local community colleges to expand the availability of short-term vocational educational programs and increase the number of work study placements for recipients.

Activity Number 1 **Tulare County Office of Education**

To increase the opportunity for participants to find employment, TulareWORKs has contracted with Tulare County Office of Education to coordinate the More Opportunity for Viable Employment Program (M.O.V.E.). This program allows the participant to leave the area; either to another city or state, to find employment related to their specific job qualifications.

(CURRENT)

Activity Number 2 **Tulare County Workforce Investment Department (WID)**

The WID continues to be a partner in job placements and employment development. TulareWORKs is a partner with the WID at the One-Stop Employment Connection.

Agreements are in place to refer those participants who are determined to be job ready to the WID for services. The WID has developed sub-contracts with local service providers who will provide training, job placement, assessment, and counseling activities. Participants will remain under the TulareWORKs umbrella for supportive services. The county will also outstation staff at the Employment Connection Offices. Out-stationed staff will work with the WID and participants, thus allowing fast tracking into WTW activities.

(CURRENT)

Activity Number 3 **Community Colleges and Adult Schools**

Working relationships are in place with the local Community Colleges and the Adult Schools. These institutions provide vocational training to enhance the participant's opportunities to become employed. Classes include vocational training, ESL, GED preparation, and job specific training.

(CURRENT)

Activity Number 4 **County Library**

An MOU is in place with the Tulare County Library to provide a Literacy Program. The intent of the program is to provide participants with additional services which will assist them in becoming employed. The library will provide participants services such as:

a. Literacy skills
b. GED class preparation
c. Workforce literacy skills
d. Completion of job applications and reading help wanted ads.

TulareWORKs will continue to identify all community partners who may serve as training or supportive service providers.

(CURRENT/EXPANDED)

Activity Number 5 **Youth Transition Program**

Establish a prevention program that will provide employment, training and mentoring to youth.

(CURRENT)

What are the anticipated effects and percentage of families affected monthly? Example: The County describes how recipients will benefit through increased availability of vocational education and work study programs in terms of obtaining skills needed to obtain employment that will lead to self-sufficiency, increasing recipients' income while on aid, increasing the percentage of recipients participating in federally allowable activities, etc.

Activity Number 1. Additional unsubsidized employment opportunities for 80 recipients per year which translates to 6-7 per month.

Activity Number 2. Provide additional employment opportunities to 112 recipients per month.

Activity Number 3. Provide vocational programs to 75 recipients per month.

Activity Number 4. Increase the basic literacy of 1-2 families thus enabling them to become employable

Activity Number 5. A preventative program for 100 at-risk youth (per year) that provides them with employable skills.

How will success be determined (quantitative and qualitative assessment of effects)? Example: The County describes the percentage by which the county's federal WPR and its State participation levels will increase by year over three years (beginning with this year). The county also describes the amount by which a recipient's annual earnings are expected to increase, the number of families that will leave aid due to employment annually, etc. If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Activity Number 1. Will contribute 1-2% to the overall increase in the WPR

Activity Number 2. Will contribute 3% to the overall increase in the WPR

Activity Number 3. Will contribute 2% to the overall increase in the WPR

Activity Number 4. Will contribute 1-2% to the overall increase in the WPR

Activity Number 5. Will contribute 1-2% to the overall increase in the WPR

3) Plan to measure quarterly progress

Please describe how the county will measure the extent to which cumulative policies or strategies in the Plan addendum are successful, and how the county will measure progress on a quarterly basis (for example, participation rate of a specific population, sanction rate, orientation show rate, etc.). In addition, include the projected cumulative impact the county's policies or strategies will likely have on the county's federal work participation rate for each year of the next three years (for example, current rate of X will be increased to Y).

H. Plan to measure quarterly progress

Measures of quarterly progress:

The WTW25 & 25A reports will be used to measure whether cumulative policies and strategies have been successful with a measurement taken for each of the documented WTW25 service types.

The WTW 30 reports will be monitored to evaluate progress.

Projected impact on county's federal WPR:

We anticipate that we will see an increase in the county's WPR of 5-10% within the first year of implementation with an increase of 5% for each of the two years thereafter.

4) Funding

Describe how the county has spent and plans to utilize single allocation and other funding for the county's CalWORKs program. This section will help explain to county and State stakeholders how increased funding will be used.

Program Component	Fiscal Year 2005-06 Actual Expenditures	Fiscal Year 2006-07 Budgeted Amount	Description of how additional funding provided in Fiscal Year 2006-07 will be used
CalWORKs Eligibility Administration	$9,889,516	$9,889,500	No change from FY 2005-2006 actual expenditures and the FY 2006-2007 budgeted amount.
WTW Employment Services	$7,239,102	$8,388,714	The increase in Employment Services budgeted amount will allow us to hire staff to work with the sanctioned cases and the safety net cases.
CalWORKs Child Care	$5,008,380	$4,950,589	The budgeted amount reflects the final allocation, which is a decrease from prior year. If actual child care expenditures increase as a result of increased welfare to work participation, a child care augmentation request will be submitted to the State.
Cal-Learn	$886,304	$975,303	No significant change
CalWORKs Funded Mental Health Services	$1,938,307	$2,096,309	Additional services will be provided to the sanctioned and safety net cases.
CalWORKs Funded Substance Abuse Services	$331,934	$330,000	No significant change
Other			