

COUNTY NAME: ALPINE

CalWORKs County Plan Addendum

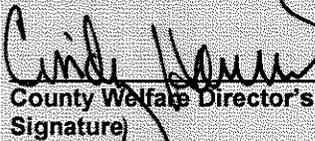
Date Submitted to California Department of Social Services:

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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 Director's  
Signature

Cindy Hannah  
Printed Name

1/2/07  
Briefing Date

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

- Enhance existing partnerships to promote services to CalWORKS participants
- Create new partnerships among all appropriate agencies, businesses and service providers to support Welfare To Work activities and services
- Increase the Educational levels of participants by providing basic skills, GED and short term job specific education, job training and work experience
- Enhance the existing job skills of participants by providing education, on-the-job training, community service, work experience, work study, and short-term training directly related to employment
- Increase employment opportunities in the local community by encouraging work experience along with education
- Continued promotion of front end Diversion Services program and Supportive Services
- Continue offering participants GSJTA, EDD, Social Services, Adult & Computer Education, diversion, and a central employment directory
- Encourage job retention by offering participants continued services including case management, counseling services and continued supportive services such as child care, transportation and ancillary expenses
- Continue assisting families in the transition from cash assistance to self sufficiency by offering continued support and case management by department staff, parenting classes and support groups, budgeting and money management, Drug & Alcohol services and Mental Health Services.
- Promote Relocation Services in

## 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

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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).**

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### New Policy:

All new non emergency applications for TANF aid will be given an initial appointment within 1 week of application.

Schedule Welfare To Work orientation/appraisal to immediately follow the Public Assistance appointment.

Schedule Drug & Alcohol Screening at the time the Eligibility interview is scheduled to take place on the same day as the Eligibility interview and WTW orientation/appraisal.

Emergency Applications will be given an appointment for WTW within one week of emergency assistance interview. WTW appointments will be scheduled at the time their emergency assistance interview is scheduled.

Cash aid applicants will receive a brief verbal over view of Welfare To Work program requirements at the time of application using the WTW5 as a guide.

### Continue to:

Provide the applicant written information pertaining to the Welfare To Work program and its requirements in their application packets.

Evaluate applicant for up-front Diversion Services at time of application.

Example: A county describes a new policy to engage recipients in orientation and appraisal within one week of application.

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

Due to the small size of Alpine County, The County expects 100% of applicants and the Welfare To Work Caseload will be affected by these changes on a monthly basis.

### Anticipated effects of early engagement on families:

Verbal overview will give applicants a clearer understanding of the WTW program, giving them time to contemplate how the program can assist them in obtaining their employment goals.

Combining appointments lessens the burden of having two separate appointments.  
Offering supportive services earlier

Evaluating an applicant for up front Diversion Services at time of application allows the applicant time to gather the required documentation for submittal of said services at time of initial interview.

Applicants will have a Welfare To Work plan developed and will be participating within 2 weeks of application date.

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.

**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.

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As the County implements the practice of scheduling the Welfare To Work Orientation interview directly following the initial interview, we expect to see a 100% increase in the participation rate at the Orientation/Appraisal level, thus increasing the WPR and State participation level.

Success will be determined by the increase of Welfare To Work Plans assigned versus sanctions issued for Non-Compliance of Orientation/Appraisal. In the initial year the County expects our WPR rate to increase significantly, thus also increasing our State participation levels. Over a three year period we anticipate this percentage to maintain at the first year 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.

With the new up-front/ early engagement practices the County will expect to see substantial increase in our ability to identify barriers to employment.

For example:

Verbal Communication of the Welfare To Work requirements during the initial application may allow the applicant to offer the support staff information they may forget or neglect to tell the interviewing worker, which will be passed on to the on-going worker in a memo. This will give the interviewing worker an opportunity to review the information with the applicant. This information will then be forwarded to the Welfare To Work worker, allowing for a more open communication between the County staff and the recipient.

Evaluating an applicant immediately for Diversion Services may alleviate the need for on-going cash assistance and WTW. If it is determined that the applicant does not qualify for Diversion Services, the evaluation will assist the staff in identifying initial barriers to employment.

Removing the lapse of time between initial application, the eligibility interview and the WTW orientation will allow the county to identify the circumstances, that may result in an exemption, and barriers that have put the recipient in the situation that have resulted in the recipient's need for Public Assistance.

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

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**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).**

Currently The County requires that all initial Welfare To Work Plans include the following activities:

- \* Drug & Alcohol Screening
- \* CASAS Testing
- \* Learning Disability Screening

These activities assist the County in identifying:

- Exemptions
- Barriers to employment
- Learning Disabilities
- Mental Health Issues
- Drug & Alcohol Problems
- Domestic Violence

#### New strategies:

Individualized transportation  
 Weekly contact, via telephone, home visits  
 Assistance in developing life skills

The County and recipient will develop a WTW plan that will work for the participant, which will result in a higher WPR rate and State participation rate.

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.

The County will revise the current Orientation packet to include more detailed questions regarding the participants every day life, focusing on family life, educational back ground, hobbies and recreational activities. This revision will assist The County and the recipient in identifying non-core hour activities, such as community service, volunteering, personal counseling and areas of personal interest that could be used to reduce the gaps between Core and Non-Core activities.

Focusing on these areas of activities will assist the County and the Recipients in developing Welfare To Work Plans consistent with the 32/35 hour weekly participation requirements set forth by the Federal WPR rate and the State participation rates.

**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).

Alpine County currently has a 100% participation rate, these numbers are due to the small caseload of WTW recipients. However with the new policies and enhancements to current policy our recipients will benefit from the one on one customer service that will be provided to them.

The individualized transportation the County will provide will allow them to meet scheduled interviews, class schedules, and other activities that will require transportation that their own transportation and public transportation can not provide them.

The daily and weekly contact with the recipient will assure them that they have a Support System outside of their friends and family they can count on to assist them in their needs.

**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

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 How many families will be affected monthly?

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policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

The County currently has a 100% participation rate and are meeting the Federal WPR and State Participation rate. The County currently has NO sanctioned individuals. With the up-front, early engagement and new policies assisting in determining activities and exemptions we expect to continue or 100% participation rate beginning the first year and continuing through out the next 3 years.

**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.

Improvements the County will take to avoid sanctioning a participant:

- Telephone Call
- Schedule a Compliance interview
- Notice of Possible Sanction
- Home visit
- Visit from Public Health Nurse and Social Worker
- Evaluate for possible Exemption upon receipt of Visit notes by Social Worker
- Schedule a Multi Team meeting with Participant, WTW Worker, Social Worker, Behavioral Health Services, Public Health Nurse and any other representative requested by the Participant.

**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.

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With these improvements the recipient will have more opportunities to comply with the Participation requirements and/or provide good cause reasons for possible exemption. With the Agencies involved providing the necessary documentation for an exemption or the support from these Agencies in Developing a WTW plan that will suit the recipient's needs.

The County expects with these strategies we will see a 0% sanction rate.

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**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.

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The County will put forth a 100% effort in prevention of any possible sanction of a recipient(s). This will allow the County to maintain its 100% Federal WPR and State participation levels beginning the first year of the new plan continuing through the next three years.

With the existing policies, new policies and new strategies to help the County identify barriers to employment and removing those barriers for our recipients, the County can measure success by the number of recipients who will move from Welfare to Self Sufficiency over the next three years.

**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.

The County currently has no non-compliant or sanctioned individuals.

**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.

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How many families will be affected monthly?¶

The County currently has no noncompliant or sanctioned individuals

**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.

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**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):**

The County will continue to:

- Collaborate with public and private agencies to provide training and supportive services
- Utilize new and existing partnerships by referring recipients to available services.
- Continue to provide supportive services.
- Partner with the Lake Tahoe Community College to assist Alpine County clients in their educational needs.
- Partner with Western Nevada Community College to assist Alpine County clients in their educational needs that Lake Tahoe Community College may not provide.

New strategies will emphasis on Education, Work Study, Work Experience and Education directly related to employment.

- Partner with El Dorado County to provide other services to our recipients using their One Stop Employment services.

- Utilize the local Community College to provide short term education directly related to employment.
- The County will provide job search assistance by utilizing Internet based Job Search engines and local media

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

With The County continuing to use existing partners, expanding on those partnerships and new strategies with existing partners we should have a positive effect on 100% of our families.

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

The success rate will be determined by the percentage of recipients who participate, those who go from Welfare to Self Sufficiency and by those who avoid being sanctioned.

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**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.**

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**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.**  
 The County has well developed partnerships and collaborates with many county and local agencies and service providers. These partnerships have been developed and nurtured by the County in an effort to better serve participants.  
 The County will continue to partner with the following agencies:

- Lake Tahoe Community College and Western Nevada Community College
  - By providing General Education to those recipients screened as having learning disabilities
  - Providing Vocational Education training for those individuals who choose short term education certificates
  - Providing long term educational goals
  - Providing Adult Basic Educational
  - Enhancement of current job skills
  - Computer Skills
- El Dorado County One Stop Job Center
  - Assistance in resumes, computer skills
- Employment Development Department
  - Providing job search and employment data base

Providing Potentially available income, i.e., unemployment benefits, state disability assistance

- Nevada Job Connect
- Employment Data base
- Alpine County Unified School District
- Choices for Children

Providing Child Care administration and licensing

- Early Learning Center

Provides needed child care for children 0-5, Head Start  
Utilized as a community service and work experience agency

Agency staff are participating members in the Social Services Transportation Advisory Committee (SSTAC).

Although Alpine County is not a member of a Community College district, the County utilizes the many valuable services of both Lake Tahoe Community College and Western Nevada Community College.

The County has worked intimately with the local child care center, as well as the Resource and Referral agency, Choices for Children, to ensure high quality, affordable and accessible child care for all county residences

**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.

The County will continue to utilize the benefits of the Community Colleges by providing recipients the opportunity to assess their educational needs, enhance job skills, job knowledge, or obtain vocational education.

This will increase the recipient's ability of obtain quality long term employment, leading to self sufficiency.

Our recipients will benefit through the availability of a traditional education, vocational education, or work study programs. These programs combined with the other many resources the County has to offer will give the recipient choices and the flexibility to choose activities that will meet the guidelines defined in the Federal WPR and State Participation rate, leading the recipient to self sufficiency.

**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

The County believes that with the many activity choices offered and the flexibility to customize their Welfare To Work plans that will best suit their needs, the Counties Federal WPR and State

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participation rate will remain at 100% beginning this year and continue through the next three year cycle.

The County anticipates that with the job skills and accreditation provided by a College Education our recipient's income shall increase from the Federal Poverty Level to an annual entry level minimum wage salary of \$12,000 or higher depending on which area of employment the recipient chooses. The County would like to see 100% of our current families leave aid due to employment. But we can not identify the percentages at this point and time. The variable are to many and unknown to determine such an estimation. The County does not expect to see any families leave aid due to employment for at least the first year. Assessments, Drug & Alcohol issues combined with Domestic Violence take time to overcome. Education and training takes a minimum of 1 year to complete, therefore no estimation can be determined.

### 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).

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### H. Plan to measure quarterly progress

#### Measures of quarterly progress:

The County will develop an in house graph to follow the progress of each WTW recipient. It will track the following:

Each recipient

Their individual activities

Whether a new policy or strategy, a current policy, or revised policy.

It will track the recipient's Monthly progress.

Track Core and Non-Core activities.

At the end of each quarter the recipients WTW plan will be reviewed.

#### Projected impact on county's federal WPR:

With the culmination of new policy and strategies the County will be implementing, we expect to maintain our 100% Federal Work Participation rate, with a positive impact on our recipient population.

**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.

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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	\$77,649.00	\$81,181.00	Initial/Ongoing Eligibility, TANF eligibility, administrative salaries,
WTW Employment Services	\$165,710.00	\$270,008.00	Social services, travel, ancillary, transportation, educational services, relocation directly related to employment
CalWORKs Child Care	\$27,660.00	\$28,415.00	Expansion of Native TANF, with the efforts put forth to improve Federal WPR and State levels more childcare funding will be needed
Cal-Learn	0	\$1,413.00	
CalWORKs Funded Mental Health Services	0		\$\$ comes from WTW employment services
CalWORKs Funded Substance Abuse Services	0		\$\$ comes from WTW employment services
Other	0		
Other	0		

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