



# Required Sequence of Work Activities

As of October 1999

**State** **Individuals subject to the work requirement must participate in a fixed sequence of work activities**

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**Totals** 20 Yes  
24 No  
7 County discretion

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Alabama No \*

Alaska No

Arizona No

Arkansas No

California Yes All adults

1. Appraisal
2. Job search for up to 4 weeks. May be shorter by agreement or for individual with mental/emotional disability, or longer if county determines it would lead to a job.
3. Assessment
4. Work activities for up to 18 or 24 months
5. Reappraisal for those not obtaining unsubsidized employment; more welfare-to-work activities until 18th or 24th month is reached
6. Community service until 60-month cash assistance time limit is reached

Colorado No

Connecticut No

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Delaware	Yes	<p>Single parent families</p> <p>1. 24 months of job search/classes/training                  2. Pay-after-performance work experience for 24 months if not engaged in unsubsidized employment, or after 48 months if working</p> <p>Two-parent families</p> <p>48 months of pay-after-performance work experience if not engaged in unsubsidized employment</p>
Dist of Columbia	Yes	<p>All adults</p> <p>1. Preliminary assessment                  2. Job search or job readiness activities for up to 25 hours per week                  3. Within 90 days of eligibility determination, a recipient should undergo a second, more thorough assessment of skills, prior work experience, employability and barriers to employment. This assessment will result in an individual responsibility plan which will require participation in a work activity.</p>
Florida	County Discretion **	
Georgia	County Discretion	<p>All adults</p> <p>1. Assessment                  2. Job search at application for up to six weeks, if appropriate                  3. If client does not find a job, or is if client is not job-ready, assignment to other work activities at county discretion</p>
Hawaii	No *	
Idaho	No	

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Illinois	Yes	<p>Non-exempt participants whose youngest child is under age 13</p> <ol style="list-style-type: none"> <li>1. Assessment</li> <li>2. Job search and/or other appropriate activities for six months</li> <li>3. Appropriate work activities</li> </ol> <p>Non-exempt participants whose youngest child is 13 or older</p> <ol style="list-style-type: none"> <li>1. Assessment</li> <li>2. Job search or other appropriate activity for 12 months</li> <li>3. Work First pay-after-performance program coupled with ongoing job search</li> </ol>
Indiana	No	
Iowa	No	
Kansas	County Discretion **	
Kentucky	No	
Louisiana	No	

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Maine	Yes	<p>Non-exempt single parent families that have a child under the age of five or are not "job ready."</p> <ol style="list-style-type: none"> <li>1. Sign family contract</li> <li>2. Orientation</li> <li>3. Assessment and "work evaluation phase" for up to 90 days</li> <li>4. Sign amended family contract, which lays out the required activities and services that ASPIRE will provide. Those activities must be countable. The amended family contracts can be effective for up to one year, but ordinarily are reviewed at least every six months.</li> </ol> <p>Single parent families without a child the age of 5 that are "job ready"; and two parent families who receive TANF due to unemployment.</p> <ol style="list-style-type: none"> <li>1. Sign family contract</li> <li>2. Orientation</li> <li>3. Job search required for no more than six weeks beginning in the work evaluation stage.</li> <li>4. Assignment to other ASPIRE activities and services</li> </ol>
Maryland	No	
Massachusetts	Yes	<p>Parents whose youngest child age is six or older</p> <ol style="list-style-type: none"> <li>1. Unassisted job search for 60 days</li> <li>2. Community service if individual has not found a paid job of at least 20 hours per week</li> </ol> <p>Parents whose youngest child is under age six</p> <p>No set sequence; must participate in assigned activities</p>
Michigan	Yes	<p>All adults</p> <ol style="list-style-type: none"> <li>1. Orientation: a two-hour meeting is required as a prerequisite to TANF eligibility for all new applicants, even if exempt from ongoing participation; also required at redetermination if not meeting work requirement and not participating in Work First activities; required if move to a new service delivery area and if become non-exempt and haven't been to orientation within 90 days of change status</li> <li>2. Job Search/Job Readiness for up to four consecutive weeks required as a prerequisite to any other activity/assignment, for all non-exempt individuals who are not working the required number of hours at unsubsidized employment</li> </ol>



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Nevada	Yes	<p>All adults</p> <ol style="list-style-type: none"> <li>1. Screening assessment and required applicant job search</li> <li>2. Sign agreement of cooperation</li> <li>3. Orientation</li> <li>4. Development of mutual assessment</li> <li>5. Participation in development of Personal Responsibility Plan (PRP)</li> <li>6. Participation in work activities, counseling and/or referrals contained in the PRP (including referrals for additional testing assessments)</li> <li>7. Maintain communication by notifying the case manager of any problems or changes affecting program participation</li> <li>8. Accept a bona fide offer of employment</li> </ol>
New Hampshire	Yes	<p>All participants except those with no basic education, significant barriers to employment, and those in self-initiated education programs</p> <ol style="list-style-type: none"> <li>1. Initial screening for exemptions</li> <li>2. Individual Employment Assessment; sign Employability Plan</li> <li>3. Four weeks of job search/job readiness</li> <li>4. Further employability plan development including 22 weeks of job search combined with or suspended by other approved activities.</li> </ol> <p>Participants with no basic education, significant barriers, and those in self-initiated education programs</p> <ol style="list-style-type: none"> <li>1. Initial screening for exemptions</li> <li>2. Individual Employment Assessment; sign Employability Plan</li> <li>3. Complete basic education, barrier resolution activities or self initiated education</li> <li>4. Four weeks of job search/job readiness</li> <li>5. Further employability plan development including 22 weeks of job search combined with or suspended by other approved activities.</li> </ol>
New Jersey	Yes	<p>Job-ready individuals</p> <ol style="list-style-type: none"> <li>1. Job search (up to four consecutive weeks)</li> <li>2. Re-assessment if no employment found</li> <li>3. Placement in work activity appropriate to the results from the individual assessment</li> </ol>
New Mexico	No	

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New York	County Discretion	
North Carolina	County Discretion	
North Dakota	No	
Ohio	County Discretion	
Oklahoma	No	
Oregon	Yes	Single parent families 1. Assessment Program for 45 days 2. Four weeks of job search or other job activities 3. Re-evaluation of employment development plan. Two week respite after twelve weeks of job search  Two parent families 1. Two weeks of initial job search 2. Assignment to work experience, OJT, subsidized employment, or sheltered/supported work on a pay-after-performance basis
Pennsylvania	Yes	All adults 1. Job search for eight weeks. If no job or job of less than 20 hours per week, 2. Work-related activity, which may include education or training as sole activity for up to 12 months 3. After 24 months of TANF receipt, individuals must work or participate in community service, workfare, work experience or on-the-job training for 20 hours per week
Rhode Island	No	





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Virginia	Yes	All adults <ol style="list-style-type: none"><li>1. Assessment within 30 days</li><li>2. Job search for up to three 30-day periods</li><li>3. If participant has not obtained employment, assignment to CWEP</li><li>4. Re-assessment of CWEP participants after six months; re-assignment to CWEP or some other program activity</li><li>5. Re-assessment of CWEP participants and assignment to job search 60 days before the end of the 24-month time limit on cash assistance.</li><li>6. Job follow-up for 6 months after cash assistance ends</li></ol>
Washington	Yes	Non-exempt participants except those who qualify for a temporary deferral and those under age 20 who are in high school <ol style="list-style-type: none"><li>1. Job search workshop-- one week of training on how to be employable and do job search</li><li>2. Up to 12 weeks of job search. By the end of four weeks, job search specialists will determine whether or not the participant should continue in job search.</li><li>3. Employability evaluation</li><li>4. Referral to appropriate work activity, including job search</li></ol> Non-exempt participants who are working at least 20 hours Post-employment services: employment retention, wage and skill progression services.
West Virginia	No *	
Wisconsin	No ***	
Wyoming	Yes	All adults  Job search for three weeks required before participation in any other work activity.

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\* All job-ready adults must participate in job search

\*\* All adults must participate in job search

\*\*\* Wisconsin