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Bureau of Workforce Programs
Policy Issuance (PI): 07-23

Date: November 6, 2007

To: Michigan Works! Agency (MWA) Directors

From: Janet Howard, Interim Director, Bureau of Workforce Programs (**SIGNED**)

Subject: 180-Day Retention for Clients Found Ineligible for Family Independence Program (FIP) Assistance

Programs Affected: Jobs, Education, and Training (JET)

Rescissions: Office of Workforce Development PI 99-41, Change 1

References: Reauthorization of the Temporary Assistance for Needy Families Program; Interim Final Rule, 45 CFR, Parts 261, et al.

Background: Recent regulatory and procedural modifications to the JET Program referral process necessitate policy changes for the status of individuals referred to the JET Program that are subsequently found ineligible for FIP assistance due to projected earnings. Former policies required that individuals test the labor market for four weeks prior to involvement in other activities. The requirement to test the labor market for four weeks no longer applies, and individuals may begin participation in any appropriate allowable activity when they start the JET Program.

The No Worker Left Behind (NWLB) Initiative allows individuals to enter into education or training activities before being determined eligible for FIP assistance and continued JET Program participation.

A number of other issues have also impacted the status of individuals found ineligible after referral. A major issue is the change to the length of job retention data tracking and reporting from 90 days up to 180 days. Another reason stems from the Department of Human Services (DHS) shift from referring only individuals found eligible for public assistance to referring all

applicants for public assistance to the MWAs. A further DHS issue is that the new Bridges computer systems will be programmed to have the One-Stop Management Information System (OSMIS) automatically terminate individuals found ineligible. The OSMIS will have filters programmed to prevent the automatic termination of certain employment, education, and training activities.

Policy: JET Program participants who are subsequently found ineligible for FIP assistance, due to projected income, may remain active in JET, if necessary, for the purpose of achieving 180-day employment retention. These participants would be involved with the following Welfare Service Codes in the OSMIS: 1, 19, 20, 30, and 31. Once the 180-day retention is achieved and the Individual Service Strategy has been completed, the participant should be manually terminated from JET using the termination reason “Found Ineligible After Referral.” MWAs are then allowed to verify and claim “found ineligible participants” that have retained employment for 180 days.

The following education or training component assignments will not be automatically terminated from the JET Program after being found ineligible for FIP assistance due to projected income: On-the-Job Training; Job Skills Training; Vocational/Occupational Training; Condensed Vocational Training; and Internship, Practicum, and Clinical. The previously listed education and training components are covered by these Welfare Service Codes in the OSMIS: 14, 32, 50, 72, and 73.

Please note: MWAs **must manually terminate** an individual’s activity/participation in an education or training activity if the participant is then found ineligible for FIP assistance. Any individual that has already begun participation in an education or training component under the auspices of NWLB, but is later found ineligible for FIP assistance must be transferred to a different, appropriate funding source (such as Workforce Investment Act Adult).

All participants found “Ineligible for FIP,” and not in one of the identified employment or education and training components, will be automatically terminated in the system.

Action: MWA officials shall take the necessary action to implement the directives of this policy issuance.

Inquiries: Questions regarding this policy issuance should be directed to Ms. Dell Alston, Director, Program Development Division, at (517) 335-5858.

The information contained in this policy issuance will be made available in alternative format (large type, audio tape, etc.) upon special request to this office.

**Expiration
Date:**

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