

WELCOME TO



LAS POSITAS COLLEGE

CalWORKs

Education That Works.

LPC CalWORKs Staff



Amanda Ingold
Coordinator



Michelle Zapata
Counselor



Jill Oliveira
Counselor



Danielle Donohoe
CalWORKs Assistant



Kiley Zieker
Student Assistant

Benefits of the CalWORKs Program

County CalWORKs Benefits

- Book costs covered by the county
- Mileage costs covered by the county
- Childcare costs covered by the county for approved welfare-to-work activities
- Childcare costs covered by the county for study time on campus
- 2+ years focusing on your education as an approved main welfare-to-work activity
- Exemption opportunities to overcome major barriers to your success
- Employment expenses covered by the county

LPC CalWORKs Benefits

- Recognition Ceremony at the end of the year
- Statewide and regional CalWORKs scholarships
- Advocacy with major county issues
- Work study employment opportunities on campus
- Priority registration
- Extra (free) tutoring services
- Workshops catered to CalWORKs student needs.
- Dedicated CalWORKs counselors for career and academic advising
- Free print cards, gas cards, supplies, etc.

Mandatory LPC CalWORKs Requirements

- Intake Appointment with Amanda to determine CalWORKs eligibility
- Student Educational Planning Appointment with Michelle
- LPC CalWORKs Semester Group Orientations
- WIP Appointment with Michelle
- Submitting WIP Form by the deadline

If you have a 2.49 GPA or below, or are on Academic/Progress Probation:

- You are automatically enrolled in the CalWORKs Academic Success Program to receive more support to remain successful and compliant with your welfare-to-work plan

If you are participating in the CalWORKs Work Study Program:

- Appointment with Amanda
- Work-Study Contract (additional forms if off-campus)
- Monthly pay stubs and attendance
- Evaluation review appointment with Amanda

Mandatory County Requirements

- Monthly attendance reports due on the 5th
 - Proof you are maintaining your minimum weekly hourly requirement as designated by the county
- Books and supplies packets
 - By deadline every term you are participating in to receive supportive services
- SAR 7 semi-annual report
 - Submitted every 6 months in person or at an electronic kiosk at a local county office in order to retrieve a receipt showing proof of date/time paperwork was turned in

Program Policies Regarding Incentives

- WIP Form & Appointment by Deadline = Gas card and \$50 at the bookstore
- Attending Fall & Spring Orientation = Gas card and survival kit
- Attending Smart Shop Workshop = Gas card
- Attending Monthly Meet Up = Lunch provided
- Attending Parent Club Meeting = Lunch provided
- Books & Supplies Packet by Deadline = Receiving books & supplies on time
- Attendance Reports by the 5th = Keeping benefits

Additional Program Incentive

- At the end of each semester, our staff will review students who had the highest levels of participation in the following areas to determine if they will receive a gift card(s) of their choosing:
 - Books & Supplies packets deadline met
 - WIP Form Deadline met
 - WIP appointment completed by deadline
 - Smart Shop workshop series participation
 - Monthly attendance deadline met
 - Monthly meet up participation
 - Parent Club meeting participation

LPC CalWORKs Work-Study Program

- The goal is to provide CalWORKs students with employment opportunities (on or off campus) while pursuing their educational programs.
- The wages students earn cannot count against their cash grant because the employment is subsidized.
- LPC CalWORKs staff can coordinate with existing employers to bring students into the LPC CalWORKs work-study program.
 - This benefits the employer since a portion of the student's wages are covered by the LPC CalWORKs program.

Non Work Study vs. Work Study

Non Work Study (Kiley)

- Family size = 3 (1 parent, 2 kids)
- Cash Aid Amount = \$714
- Hourly wage = \$10 an hour
- Work Amount = 20 hours a week
- How often paid = Once a month
- Money earned from work = \$800 a month
- **Benefit amount with a Non Work Study job = \$426.50**
- **Total monthly income (work + benefit amount): \$1,226.50**

Work Study (Danielle)

- Family size = 3 (1 parent, 2 kids)
- Cash Aid Amount = \$714
- Hourly wage = \$10 an hour
- Work Amount = 20 hours a week
- Pay schedule = Once a month
- Money earned from work = \$800 a month
- **Benefit amount with a Work Study job= \$714 (unchanged)**
- **Total monthly income (work + benefit amount): \$1,514.00**

Work-Study Program Eligibility Guidelines

To be a part of the LPC CalWORKs Work-Study Program you must:

- Be a current LPC CalWORKs student and maintain county eligibility.
- Complete a work study intake appointment with the CalWORKs coordinator
- Maintain 2.0 GPA or higher
- Be enrolled in at least 6 units for Fall/Spring and at least 1 unit for Summer
- Be currently receiving financial aid
- Maintain satisfactory academic progress
- Completion of WIP form and WIP appointment by deadline
- Completion of semester supervisor and self-evaluations and follow-up appointment with CalWORKs coordinator.

Welfare-To-Work Hourly Requirements

- For single parents with child(ren) under the age of 6
 - **20 hours of WTW activities each week**
- For single parents with NO child(ren) under the age 6
 - **30 hours of WTW activities each week**
- For two parent families with child(ren) of any age
 - **35 hours of WTW activities each week between both parents**

Supervised Study Hours

- Supervised study hours count towards your weekly hourly requirement and child care coverage is provided for this time.
- Supervised study time must be completed on campus since you are required to sign in and out for this time.
- Success rates in your courses are higher when you utilize your supervised study time.

Time Clock

- You only have a limited time in the CalWORKs program – take advantage of this opportunity.
- Keep track of how many months you have been receiving cash aid.
- Once you have reached 48 months, your cash aid will stop and you can no longer receive services through the CalWORKs program.
- We have the form you need to submit to the county to request a counting of your months.

Basic Exemptions

Welfare-to-Work (WTW) Exemptions	Extender?	Stops TANF 60-Month Clock?	Stops CalWORKs 48-Month Clock?
Age of less than 16 or age 60 or older	Y	N	Y
Child age 16, 17, or 18 and full-time student (aided as a child)	N	Y	Y
Living in Indian Country or Alaskan Native Village where Unemployment is 50% or above	N	Y	Y
Caregiver of Ill or Incapacitated HH Member	Y	N	Y
Disability	Y	N	Y
Domestic Abuse	Y	N	Y
Needy Non-parent Caretaker Relative of a Child Who is a Dependent or Ward of the Court, Receiving Kin-Gap or at Risk of FC Placement (Court Ordered)	Y	N	Y
Pregnancy Impairs Ability to be Regularly Employed	N	N	N
Full Time VISTA Volunteer	N	N	N
Primary Caregiver of a Child Six (6) Months of Age or Younger	N	N	N
Primary Caregiver of a Child Three (3) Months of Age or Younger—for 2 nd or Subsequent Child	N	N	N
Cal-Learn Head-of-Household	N	N	Y
Unable to Maintain Employment or Participate in WTW Activities	Y	N	Y
Second Parent when First Parent is Participating and Meeting Required Participation Hours	N	N	N
Short-term child 12-23 month or two more children under 6 years (expires 12/31/2012).	N	N	Y

See handout for full list of exemptions

CalWORKs Program Eligibility

In order to *be eligible* for the LPC CalWORKs program you must:

- Be currently enrolled at Las Positas College
- Be currently receiving cash aid benefits

In order to *remain eligible* for the LPC CalWORKs program you must:

- Be in compliance with your welfare-to-work plan by:
 - Meeting your county activity requirements
 - Submitting your Books and Supplies packets on time
 - Submitting monthly school and work attendance reports on time
 - Submitting your semi-annual SAR7 documents to the county on time

You will be *exited* from the LPC CalWORKs program:

- If you are discontinued from the county CalWORKs program
- If you drop out of all of your classes
- When you time out of welfare-to-work



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- Once you have reached 48 months, your cash aid will stop and you can no longer receive services through the CalWORKs program.
- We have the form you need to submit to the county to request a counting of your months.
- The county can provide certain exemptions if you are facing a barriers that impact your ability to meet hourly requirements. See handout for full list of exemptions

Reminders

- Complete LPC orientation, assessment, and SEP to keep priority registration date
- Remember to reapply for FAFSA every year to receive fee waiver and grants, and pay attention to application dates for financial aid, scholarships and grants
- Keep at least a 2.0 GPA and make good progress so you don't have to worry about losing the BOG fee waiver or your priority registration
- Check Canvas for announcements regarding the program and campus, forms and corresponding instructions, tracking of your mandatory program requirements, etc.
- The Market- on campus food pantry once a month
- CARE- eligible if you are an EOPS student who is at least 18 years old and a single parent
 - Extra gas cards, meal grants, car repair certificates, stipends, and supplies
- Student Mutual Responsibility Agreement (SMRA) and Consent Form (Remind.com)

Next Steps

- Complete the [Post-test](#)
- Sign the CalWORKs Mutual Responsibility Agreement
- Sign up for the Las Positas [College Career Network](#)
- Create a CalWORKs Eligibility Account if you have not done so already
 - [Alameda County](#)
 - [Contra Costa County](#)
 - [San Joaquin County](#)
- Sign on to Complete the career [test](#)
 - Print the career test
- Complete the Orientation [Survey](#) to receive your student supplies kit
- Bring your career test to review at your counseling appointment

Thank you for completing your CalWORKs new
Student Orientation