



POLICY TITLE Hardship Extension (60-Month)	REFERENCE C.R.S. 26-2-716(5) CDHS Volume 3.606.6
POLICY NO. 15.1000.7.17- CWP	EFFECTIVE DATE February 01, 2017
DIVISION DIRECTOR APPROVAL	BOARD OF COUNTY COMMISSIONERS ADOPTION DATE

BACKGROUND

The Adams County Colorado Works program is designed to support low-income families in their progression toward economic well-being. Adams County recognizes that this progress takes more time for some families than for others, and therefore, has created this policy to ensure extensions to Colorado Works program benefits are provided when appropriate, within federal and state program guidelines when valid circumstances exist. An assistance unit containing an individual who has received Federal TANF assistance in Colorado or another state(s) as an adult for sixty (60) cumulative months shall not be eligible for Federal TANF assistance unless granted an extension by the county department due to hardship or domestic violence. Assistance units that contain excluded members shall not be eligible for consideration of an extension.

PURPOSE

The purpose of this policy is to establish the criteria for a hardship extension (see "Domestic Violence/Family Violence Option Policy").

POLICY

All participants, with the exception of assistance units containing excluded members, may request an extension when a hardship exists. A participant's request for an extension can be made in person, by phone, or in writing. Extensions may be granted for up to six months; additional extensions may be granted if circumstances warrant the extension and it is requested prior to the end of the current extension. If a participant fails to request an extension on a timely basis, an extension may be granted at the discretion of Adams County.

Eligibility

Adams County will consider a hardship extension if one or more of the following criteria exist:

- Inadequate, or unavailable:
 - Childcare
 - Housing
 - Transportation
 - Employment opportunities, including but not limited to:
 - When layoffs occur
 - Wages are below applicable federal and state minimum wage standards
 - Working conditions present a risk to health or safety
 - Workers' Compensation protection does not exist
 - Lack of jobs due to high unemployment rates and poor labor market in region
 - Available jobs do not align with skills or career profiles, on a case-by-case basis
- Disability of the specified caretaker or child, verified by a certified professional;
- Involvement in the legal system by a member of the assistant unit;
- Family instability, which may include but is not limited to, a specified caretaker with the inability to maintain stable employment or care for the children in their own home or in the home of a relative based on the assessment;
- Domestic Violence issues as determined by Adams County

Adams County will notify all participants who are approaching the 60-month time limit on Colorado Works assistance, starting at 55 months. Adams County will make all reasonable efforts to contact the participants by phone or in person to explain the extension process to accept a request for an extension.

Adams County will make a determination to grant or deny the extension within 30 days of receiving the customer's request for extension. The department will provide written notification to the participant. If the extension is denied, the notice will include the reason for the denial and explain the appeal process.

Additional Criteria

Adams County must work with participants to develop an individualized plan that will include participation activities along with county and community supports to address the causes of the extension. Additionally, the plan will include sanction procedures for failing to comply and appeal rights.

Good cause for non-compliance with the conditions of the hardship extension plan are not applicable and will result in a DE closure.

County Provisions related to Native Americans/Alaskans

Any month of receipt of assistance by an adult while living in Indian Country, or a Native Alaskan village where at least 50% of the adults were not employed will not be counted toward the 60-month lifetime limit. Up to 20% of the county caseload may be granted an extension beyond the 60-month lifetime limit due to hardship or domestic violence

Signed by:

Eva J. Henry, Chair, Board of Adams County Commissioners, Adams County Colorado

Date

Adams County Workforce and Business Center Local Area Director

Date

Adams County Human Services Department Director

Date