

**Arkansas Work Pays  
Work Pays Eligibility Requirements**

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**10000 Arkansas Work Pays**

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SECRETARY OF STATE  
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Arkansas Act 1705 of 2005 established the Work Pays Program. Work Pays is an incentive program designed to encourage working TEA clients to remain employed after closure of the TEA case while increasing their hours of work and/or hourly wage. Families participating in Arkansas Work Pays will receive a monthly cash assistance payment in the amount of \$204 for up to 24 months, provided they meet the Work Pays eligibility requirements. The twenty-four (24) months will count toward the federal 60 month time limit but not the state's TEA 24 month limit. This work incentive program may be limited to 3,000 families.

The eligibility worker will explain the Work Pays program to the applicant and provide a Work Pays pamphlet during the initial interview for TEA cash assistance. The case manager will discuss the Work Pays program with the client during on going case management activities. When the TEA case closes due to employment, the client will receive additional information about Work Pays, including a Work Pays application.

**10100 Work Pays Eligibility Requirements**

An individual must meet the following requirements:

1. Have care and custody of a related minor child;
2. Be a resident of the State of Arkansas;
3. Meet the citizenship or alienage requirement (Refer to TEA 2220);
4. Apply for Work Pays within six (6) months of TEA case closure;
5. Received TEA cash assistance for at least three (3) months;
6. Have not received more that twenty-four (24) months of Arkansas Work Pays Program Benefits.
7. Meet Work Hours Requirement:
  - For initial eligibility - Was engaged in paid work activities for a minimum of twenty-four hours per week for the past month and meet the federal participation rate.
  - For on-going eligibility – must be in paid work activities for a minimum of twenty-four(24) hours per week and meet the federal participation requirement for one(1) of the past three(3) months and for at least three (3) of the past six (6) months.

8. Have income below the federal poverty level for the family size;
9. Comply with the Work Pays Personal Responsibility Agreement;
10. Comply with Office of Child Support Enforcement (OCSE) requirements, including assignment of support and cooperation in establishing paternity and/or support unless good cause exists.

**10101      *Work Pays Application Process***

Each month a Work Pays application will be mailed to all TEA clients whose case closed the prior month due to employment. This process will be completed by Central Office through a mass mailing process. For clients interested in applying for Work Pays, the application must be completed and mailed to the Work Pays Processing Unit who will determine initial eligibility. Applications received at a local DHHS or DWS office or at a case management contractor's office will be forwarded to the processing unit upon receipt. The Work Pays applicant must sign the application. If it is a two-parent household, both parents must sign the form.

**10102      *Determining Initial Eligibility***

The client must meet the following general eligibility requirements:

- Have care and custody of a related minor child;
- Be a resident of the State of Arkansas;
- Meet the citizenship or alienage requirement;

In most situations, these requirements will have been established for TEA eligibility and do not have to be re-verified. However, if there has been a change, (e.g. a second parent moves in the household) it must be verified.

**Prior TEA Receipt**

The client must have received at least 3 months of TEA cash assistance and the case closed within the past 6 months with employment. This includes cases that close due to reaching the time limit or have been extended and earnings are included. The 3 months do not have to be consecutive. (See example below)

**Example 1:** Ms. Davis applied for Work Pays in September 2006. Her TEA case closed in April 2006 due to employment after receiving assistance for 9 months. The client provided verification of employment with Entergy working 40 hours per week at \$6.00

1. Have care and custody of a related minor child;
2. Be a resident of the State of Arkansas;
3. Meet the citizenship or alienage requirement (Refer to TEA. 2220);
4. Apply for Work Pays within six (6) months of TEA case closure;
5. Received TEA cash assistance for at least three (3) months
6. Have not received more than twenty-four (24) months of Arkansas Work Pays Program benefits;
7. Meet Work Hours Requirement;
  - For initial eligibility — was engaged in paid work activities for a minimum of twenty-four hours per week for the past month and meet the federal participation rate for the past month;
  - For on-going eligibility — must be in paid work activities for a minimum of twenty-four (24) hours per week and meet the federal participation requirement for one (1) of the past three (3) months and for at least three (3) of the past six (6) months.
8. Have income below the federal poverty level for the family size;
9. Sign and comply with the Work Pays Personal Responsibility Agreement;
10. Comply with the Office of Child Support Enforcement (OCSE) requirements, including assignment of support and cooperation in establishing paternity and/or support unless good cause exists.

### **11.2 Payment**

Families participating in Arkansas Work Pays will receive a monthly cash assistance payment in the amount of \$204 regardless of family size for up to 24 months. The twenty-four months will count toward the federal 60-month time limit but not the State's TEA 24-month limit. The \$204 payment may be reduced if the client is found to be in non-compliance with work requirements and/or child support enforcement requirements.

An individual will be given an extension to the federal time limit while participating in Work Pays.