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| LOCAL COMMISSIONERS MEMORANDUM |  
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Transmittal No: 91 LCM-131

Date: July 24, 1991

Division: Income Maintenance

TO: Local District Commissioners

SUBJECT: JOBS Final Regulation

ATTACHMENTS: None

JOBS regulations were filed as final on May 31, 1991. Final rules were sent to local districts in June 1991, and are substantially the same as those filed on an emergency basis in August-1990 and September-1990 except for the following significant changes:

- (1) When computing a JOBS participant's net loss of cash income, the cost of transporting children to and from day care is now considered a necessary actual work-related expense.
- (2) The list of reasons for which a participant is deemed not to have willfully failed to comply, without good cause, with JOBS requirements or refused to accept a referral to an employment opportunity or an offer of employment has been expanded to include:
  - (a) necessary supportive services were unavailable;
  - (b) the assignment or offer of employment was inconsistent with the employability plan;
  - (c) the assignment or activity was contrary to law; and
  - (d) a personal or family emergency of substantial nature, if the participant had notified the local district with reasonable promptness of his/her inability to comply.

- (3) Local districts are now required to report on their efforts to increase the supply of regulated child care if the district has failed to offer participants referrals to regulated providers of child care upon request because there is an insufficient number of regulated providers in the district.
- (4) As part of the conciliation procedure, when a dispute or a noncompliance issue has not been resolved to the satisfaction of both the participant and the local district, the local district must now, within ten days of the end of the conciliation, give or send to the participant a written document that summarizes the conciliation and notifies the participant of the right to a fair hearing. This document must be incorporated into the participant's case record and, in the event of a fair hearing, be presented as required.
- (5) The day care provided to participants prior to entering JOBS activities, between JOBS activities and during breaks in participation in JOBS activities is now limited to only ADC JOBS participants.

These changes will be incorporated into the Employment Manual and Public Assistance Source Book where appropriate.

If you have any questions, contact your Employment Technical Advisor at 1-800-342-4100, extension 3-8744.

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Oscar R. Best, Jr.  
Deputy Commissioner  
Division of Income Maintenance