



Washington State
Department of Social
& Health Services

INDIVIDUAL RESPONSIBILITY PLAN (IRP)

WorkFirst Individual Responsibility Plan for Single Activity Participation Requirement

JAS ID:

Case
Number:

Client Id:

I understand:

- I am required to work, look for work, or prepare for work full time for at least 32 hours a week.
- I must do required activities. If I don't, I will get a penalty unless I can prove I had a good reason. This is called being in WorkFirst sanction status. If I am sanctioned, this means:
 - My grant will be reduced by 40% or one person's share, whichever is greater.
 - I must follow my IRP for four weeks in a row to get out of sanction.
 - Once I do what is required for four weeks in a row, my sanction penalty will be lifted starting the first of the month following my four weeks of participation.
 - A sanction review panel will review and may close my case if I stay in sanction for 4 months in a row. If your case closes your cash assistance will end:
 - If my case is closed by a sanction review panel, I will need to reapply and participate for 4 weeks in a row before I can receive cash.
 - I must cooperate with the Division of Child Support while I receive TANF/SFA benefits unless I have a good reason not to cooperate. Successful collection of child support may help me eliminate my need for cash assistance.
 - I can get only 60 months of TANF/SFA cash benefits in my lifetime unless I qualify for an extension.
 - I have used 017 months of cash benefits.
 - If I cannot attend a scheduled activity, I will call the person at the number listed below.
 - I must do the following activities for the amount of time each week specified below:

IRP ENTERED ON 07/14/2010

On TUESDAY 07/13/10 at 8:00 a.m. I agree to arrive at the provider listed below to explore education and training opportunities.

Provider/School: COMMUNITY COLLEGE
Address: , OLYMPIA WA

From 07/14/2010 to 08/18/10 I agree to participate 32 hours per week in classes with the provider listed above and follow my Education and Training Plan. I understand that there is a expectation of homework in these classes.

If I cannot attend class, I will call the WorkFirst Attendance Hotline at and report the nature of the absence, the date, the class(es) to be missed and the date planned to make up the absence.

I understand that if I do not call in on the same day, it will be considered an unexcused absence and that

two unexcused absences in a month may result in sanction.

I have adequate child care and transportation.

My case manager, _____ and I will review this IRP again by 08/18/2010.

If there is a good reason I cannot follow my plan, I must contact and work with my WorkFirst Program Specialist/Social Worker as soon as possible. Some examples of good reasons include:

- I missed an appointment due to illness or unexpected failure in my child care or transportation;
- I have an emergency condition (physical, mental, or emotional);
- I am a victim of family violence;
- I cannot find affordable, appropriate child care in my area for children under 13;
- I have an immediate legal problem;
- I have a disability or certain conditions and this has kept me from being able to fulfill the program requirements; or
- I am an adult with a severe and chronic disability;
- I am needed at home to care for a child with special needs or another adult with disabilities;
- I am 55 or older and caring for a child and I am not the child's parent; or
- I am applying for SSI with a DSHS facilitator.

If I disagree with this plan, I have the right to request a case review and/or a hearing. To request a hearing, I must contact my Community Services Office or the Office of Administrative Hearings, DSHS, PO Box 42488, Olympia WA 98504-2488, within 90 days of the date of my case manager's signature below. I have been given of copy of my Individual Responsibility Plan.

AUREA FIGUEROA	Date		Date
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DSHS 14-381 (Rev. 11/2006)TRANSLATED



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I may be able to get support services to help me advance at my job, keep my job, accept a job, look for a job, or follow my plan. If I disagree with a decision about support services, I may ask for a case review and/or a hearing. I will ask my WorkFirst Program Specialist/Social Worker if I need support services like:

• Car repair	• Diapers	• License/fees	• Mileage
• Clothing	• Education expenses	• Hair cut	• Tools for work
• Counseling	• Personal hygiene	• Bus passes	• Family planning

While in sanction, I cannot get support services (such as money for work clothes or transportation) until I start following my IRP.

I understand that, if I refuse to cooperate with the Division of Child Support (DCS) without a good reason, my grant may be reduced. Good reasons include the threat of harm to my children or me. I understand that while I am getting TANF assistance, any child support collected is kept to pay back the state.

When I stop getting TANF/SFA, DCS will collect child support and send it to me unless I ask them to stop. I understand support services, sanctions, and child support.

AUREA FIGUEROA	Date		Date

Note: No Confidential IRP information for this client.

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