

Adams County Job and Family Services
Ohio Works First (OWF) Good Cause Extension Policy
(Per ORC 5107.18 and OWF/PRC Guidance Letter No. 48)

The Adams County Department of Job and Family Services has adopted the following criteria for determining whether an assistance group may qualify for a good cause extension of OWF assistance.

An assistance group that has ceased to participate in Ohio works first due to the 36-month state time limit pursuant to Ohio Revised Code division 5107.18 (A) for at least twenty-four months, whether consecutive or not, may reapply to participate in the OWF program if good cause exists as determined by this policy. Good cause may not be approved for more than 24 months.

According to Federal TANF law no assistance group that includes an adult (as defined in regulations) shall receive more than 60-month of TANF cash assistance. The 60 months do not have to be consecutive.

The months an assistance group received OWF assistance due to a state hardship exemption count towards the federal 60-month time limit, thus reducing the 24 months available under the good cause exemption. TANF benefits received in another state also reduces the total months available under the good cause exemption.

Once eligibility for good cause is established, no subsequent determination of good cause is required as long as all other OWF eligibility requirements continue to be met with the following two exceptions:

1. When an assistance group loses OWF eligibility during a good cause extension due to the imposition of a sanction due to a failure to comply with the provisions of the self-sufficiency contract no new determination of good cause is necessary for the assistance group to resume OWF participation.
2. When an assistance group loses OWF eligibility during a good cause extension for any reason other than a self-sufficiency contract failure AND there is not at least a one-day interruption in receipt of benefits, no new determination of good cause is necessary, as there was no interruption in benefits. (If there is at least a one day interruption in benefits, then a new determination of good cause needs to be made.)

Application Process

1. An assistance group will need to complete an OWF Good Cause Extension Request Form indicating the reason that the AG believes they meet the Good Cause definition along with all appropriate documentation for their request.
2. The agency shall determine if the AG has completed the appropriate Good Cause 24 month “waiting period” and if there are any remaining months of assistance available under the 60 months Federal cash assistance limit.
3. In order to determine what step the AG made towards self-sufficiency, the AG must provide acceptable verification of whether any member of the AG had employment during the period the AG was not participating in OWF, including the amount and source of all income received during that period. Acceptable employment is defined as having been employed during nine (9) or more months of 30 hrs. or more per week at an average of minimum wage.
4. The AG must meet one or more of the Adams County determined reasons for a good cause extension.
5. In a two-parent household both of the parents must meet at least one of the good cause criteria.
6. Good cause request will be reviewed by the County OWF Group and Director or Director’s Designee for determination. The applicant will be notified of approval or denial in writing, as well as advised of rights to state hearing rights.

