

PUTNAM COUNTY DEPARTMENT OF HUMAN SERVICES
HARDSHIP CRITERIA

Criteria developed and maintained to ensure the focus of self-sufficiency in addition to stabilization and protection of families.

Criteria developed should be reviewed on a regular basis (every 3 months) and evolve from a weighted system.

Current recommendations:

Client is unable to obtain employment due to:

1. Personal Medical Incapacity or Care of disabled individual
2. Over age 60
3. Language barrier
4. Illiteracy
5. Teen parent receiving cash assistance as an adult but has less than 24 months of eligibility after receiving high school diploma or equivalent .
6. High unemployment in community
7. Under employment
8. Felony conviction
- 9 . Domestic Violence

All criteria for exemption would be time limited (eleven months) and require case plan and interventions toward solving the problem(s) and issues towards family stabilization and self-sufficiency.

Issues for each criteria:

1. **Medical Incapacit** - Medically verified including the degree of incapacity of the adult/child needing care. Involvement with Rehabilitation Services if necessary. Note** This situation is for adults receiving OWF only—not SSI or Social Security Disability.
2. **Over age 6** - self explanatory
3. **Language Barrie** - Must be enrolled in classes to overcome barrier
4. **Illiterac** - Must be enrolled in an educational component to overcome barrier
5. **Teen Paren** - Must be working with Early Start Program and cooperating with case plan.
6. **High Unemployen** - Unemployment rate must be above 10%
7. **Under employmen** - Client must remain employed and case plan must reflect plan to

increase earnings or upgrade job within the eleven month time frame.

8. **Felony Conviction** - Cooperative effort with court system and rehabilitation services to achieve self-sufficiency.

9. **Domestic Violence** - Require involvement with court system and Crime Victims as appropriate in order to assist in removing the family from danger and maintaining the family in a safe situation.

All clients approved for extended OWF assistance must be diligently involved with an employment services representative to resolve the hardship as soon as possible. Any deviation from the established case plan will result in immediate termination from the hardship criteria exemption.