

## TIPS FOR A GOOD PLAN

- Ask questions and negotiate the terms.
- Ask a friend or advocate to come to the appointment to make the plan.
- Have someone help you look over the plan before you sign it.
- Ask for a copy for your records.
- You have *3 days* to change your mind about the plan—ask to change it in writing.
- You have *30 days* after starting to ask for a different activity.
- Don't agree to a plan you know you can't do.
- If the worker says "sign or you'll get sanctioned," ask to speak to the supervisor, and ask for a state fair hearing.

*When you disagree with the plan, the county must send you to a non-county employment assessor, **not** sanction you!*

- Disagree with the plan? Ask for a "Third Party Assessment."
- Disagree with the 3rd Party Assessment? Ask for a state hearing.

Problems? Ask for a state hearing. Fill out the back of any Notice of Action or call 800-952-5253.

**Call Legal Services**

Prepared by

Legal Services of Northern California  
Www.lsn.net

# CaWORKs

*Making it Work for You*

## Welfare-to-Work Plans

*Know Your Rights*



## GETTING A GOOD PLAN

### WHAT IS A WELFARE TO WORK PLAN?

The plan lists how you will get job skills during your 60-months limit on CalWORKs. It says what support services you will get to help you do what is listed in the plan. It's a contract between you and the county.

### HOW CAN I GET A GOOD PLAN?

- Decide what *you* want, and push for it! The plan is supposed to be created by *you* and the county, *together*.
- Be prepared! Put together information about what you want to do, and why, at the very beginning of being in CalWORKs. Here are some tips for the various stages of CalWORKs.

### JOB CLUB

- Have a job or field in mind and why it would be a good for you. Look into the job duties, what you are good at, and wages.
- Have the job search staff help you target your search in this field. They may be able to do outreach to employers in that field.

### ASSESSMENT

The assessment looks at what you can do, what you need to become employed, and what jobs are in your local area.

- The county *must* look at your skills level, and not just what grade in school you finished or what kind of jobs you've had.
- Talk about what you think has gotten in the way of your having a job that earns you enough to support your family.
- Explain what you are interested in doing and why.
- If you disagree with the assessment or what the county assigns you to, ask for a "Third Party Assessment." A non-county person will redo the assessment of your needs.

Make sure this neutral assessor has your reason why you don't agree with the county.

### Creating the Plan

- The county must work *with you* to create the plan. If the worker suggests something you don't want, say what you want and why.
- If you don't have **basic reading and math skills or English-speaking skills**, the county should offer you these classes. The county *must* let you take these classes if needed to get rid of barriers to your working.
- If you don't agree with the county,

make it clear! Say "I disagree with the plan." Put this in writing. Ask for a "Third Party Assessment."

### Hours of Education

The first 20 hours of welfare to work must be in "core" activities. (*Not* for SIPs— see SIP brochure.)

- "Core" activities are work, self-employment, unpaid work, work study, job search, *and* the first *12 months* of Vocational Education.
- If you are *not* in Vocational Education (or after 12 months of vocational as "core"), this means that your education will be assigned to the remaining 12-15 "non-core" hours.

You may be able to do other types of education during your "core" time. Ask the worker. If turned down, ask for a hearing.

### CHANGING YOUR PLAN

After you sign your plan...

- You have *3 days* to change your mind and get a *new plan*.
- If you have started activities in your plan, you have *30 days* to change your mind and get a *new assignment*. *The county must let you change, if another assignment is available.*
- You can ask for a new plan if something in your life changes so you can no longer do the plan.