

subtracted not arrearages or other payments. Use the amount of child support retained by BCSE 2 months prior to the month for which the obligation is calculated.

Step 6: Divide the result of Step 5 by the federal or state minimum wage, whichever is higher. This is the client's maximum monthly obligation. The resulting figure is rounded to the nearest whole number.

**NOTE:** There may be some fluctuation in the number of hours worked each week to meet the requirements of the contractor. This is acceptable as long as the total number of hours per month is met, but not exceeded.

**EXAMPLE #1:** The household consists of Mr. and Mrs. Smith and their 2 children. Mrs. Smith receives SSI and she is not included in the WV WORKS AG. When determining Mr. Smith's CWEP obligation, Mrs. Smith's portion of the SNAP benefits are not included. The family's total SNAP allotment is divided by the number of people in the SNAP AG and this amount is multiplied by the number of people in the WORKS AG. Drop all cents, and this amount is what is used to determine Mr. Smith's CWEP obligation.

\$542	Smith family's SNAP benefit
<u>÷ 4</u>	Number of people in the SNAP AG
\$135.50	Individual SNAP allotment
<u>x 3</u>	Number of people in the WV WORKS AG
\$406.50	(Drop all cents)
\$406	SNAP amount used to determine Mr. Smith's CWEP obligation

Add the AG's monthly benefits of:

\$340	WV WORKS Benefit
<u>+\$406</u>	SNAP Benefit Used
$\$746 \div \$8.75 = 85.26$ hours = <b>85 core</b> participation obligation hours	

**EXAMPLE #2:**

\$384	WV WORKS Benefit
<u>+\$506</u>	SNAP Benefit
\$890	
<u>+ \$225</u>	CSI and Pass-through
\$1,115	Total
<u>- \$50</u>	Child Support Retained by BCSE
$\$1,065 \div \$8.75 = 121.71$ hours = <b>122 core</b> participation obligation hours	

**NOTE:** FL is not a work component, it is a RAPIDS reporting mechanism which indicates the point where the individual is deemed to be meeting his Core participation requirements based on the FL calculation. Required hours based on the FLSA calculation are entered as scheduled hours for the FL component unless the FLSA calculation exceeds the minimum participation requirements. The hours scheduled in FL always equal the completed hours in FL. Refer to the FSPU-12 desk guide.

**EXAMPLE:** In the same scenario as above, the participant is assigned 67 monthly hours. He actually participates 50 hours for the month and has 12 hours of excused absence for the month. There were no holidays. The following figures are entered in RAPIDS:

Component	Scheduled Hours	Completed Hours	Monthly Excused Hours	Monthly Holiday Hours
CW	67	50	12	--
FL	67	67	--	--

Because he did not complete the number of hours scheduled, he is not deemed to be meeting his Core requirement. If he would have worked the 67 hours as assigned, he would have been deemed to have worked the 85 required core hours.

**EXAMPLE:** 1-parent household with children over age 6 for participation purposes:

$$\begin{array}{r}
 \$340 \quad \text{WV WORKS Benefit} \\
 +\$384 \quad \text{SNAP Benefit} \\
 \hline
 \$724 \div \$8.75 = 82.74 \text{ hours} = 83 \text{ core participation} \\
 \text{obligation hours}
 \end{array}$$

The required core hours are 83. The required total participation hours are 128.

Since the individual in this example is required to participate 128 hours/month, and the FLSA calculations permits this individual to complete 83 hours/month, the participant must be assigned 83 hours/month in the CWEP activity and 43 additional hours in another activity not regulated by the FLSA, such as JT. There were no excused absences or holidays. The individual participates his required hours, the following figures are entered in RAPIDS:

Component	Scheduled Hours	Completed Hours	Monthly Excused Hours	Monthly Holiday Hours
CW	83	83	--	--
FL	83	83	--	--
JT	43	43	--	--

Step 5: Subtract the amount of current child support retained for the month by the Bureau for Child Support Enforcement (BCSE) from the result of Step 4. Only current support payments are subtracted not arrearages or other payments. Use the amount of child support retained by BCSE 2 months prior to the month for which the obligation is calculated.

Step 6: Divide the result of Step 5 by the federal or state minimum wage, whichever is higher. This is the client's maximum monthly obligation. The resulting figure is rounded to the nearest whole number.

**NOTE:** There may be some fluctuation in the number of hours worked each week to meet the requirements of the contractor. This is acceptable as long as the total number of hours per month is met, but not exceeded.

#### 5. Meeting The Minimum Core Hours In JOIN

The policy for meeting the minimum core hours of participation for JOIN is the same as listed in Section 24.9,A, Item 5 under CWEP.

The policy for meeting the minimum core hours of participation is the same as listed under CWEP and JOIN.

**EXAMPLE:** The TANF AG consists of a single mother and two children under the age of 6. Her benefits are \$340 TANF and \$463 SNAP and she has agreed to participate in JOIN.

\$340 TANF

\$463 SNAP

$\$803 / \$8.75 = 91.77$  hours = **92 core** participation obligation hours.

She actually participated **90** hours in JOIN. The following figures are entered in RAPIDS.

Component	Scheduled Hours	Completed Hours	Monthly Excused Hours	Monthly Holiday Hours
JN	85	<b>90</b>	0	0
FL	85	85	0	0

The minimum monthly hours required to meet participation requirements is 85, so no sanction would be applied for not meeting the **92** obligation hours.