

**WV INCOME MAINTENANCE MANUAL
MANUAL MATERIAL TRANSMISSION**

DATE: January 1, 2016 **CHANGE NUMBER:** 723

TO: ALL INCOME MAINTENANCE MANUAL HOLDERS

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102a	10	1/10	102a	10	1/16
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2	25	7/12	2	25	1/16
3	25	10/11	3	25	1/16
4	25	01/12	4	25	1/16
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This change is being made to add Able Bodied Adults Without Dependents (ABAWDs) back into policy. Updated the Issuance Limited Counties (ILC) and the new tracking procedures.

Chapter 1:

1.2, F: Instructions for Workers on how to determine ABAWD months from another state.

1.4, A: Clarify when a new application is not required for ABAWDs.

1.4, G: Added information that must be explained to an ABAWD during the interview.

1.4, M: Added note for ABAWD eligibility after case closure.

Revisions to forms DFA-RR-1, DFA-SNAP-1, DFA-2

Chapter 2:

2.1, B: Added information for Issuance Limited Counties (ILC) for receipt of transferred cases containing an ABAWD.

2.2, B: Added Limited Reporting requirements for ABAWDs and updated Verified Upon Receipt to include notification of ABAWD cooperation/non-cooperation from SNAP E&T worker.

Revised form DFA-SNAP-2.

Chapter 4:

4.2,D, 3: Added ABAWDs pregnancy verification.

4.2,D, 6: Added ABAWD verification for hours worked.

Chapter 6:

6.2, C, 1, a: Added ABAWD-1 information for ABAWDs living in an ILC.

6.3, D: Added ABAWD-1 information for cases containing ABAWDs.

Revised form DFA-ABAWD-1.

Chapter 9:

Updated TOC.

9.1, A, 2: Added ABAWD information to explain definitions, exemptions and work requirements. Listed the current Limited Issuance Counties, the 36 month Tracking period and the requirements to regain eligibility.

Chapter 10:

10.4, D, 8: Added ABAWDs for deeming of income.

Text adjustment made from pages 89 through 102a to remove blank page.

Chapter 13:

13.2, A,1: Added language to state ABAWDs are required to register with WorkForce West Virginia.

Chapter 25:

25.1: Added SNAP to E&T participants for clarity and stated it includes ABAWDs.

25.2, A, B: Corrected referring all individuals to WorkForce West Virginia and added ABAWDs to SNAP E&T worker responsibilities.

25.3, A, B, C, D: Corrected \$25 transportation reimbursement to actual expenses not to exceed \$25 with clients providing receipts.

25.3, E, F: Removed Subsidized Employment and Employer Incentive Program (EIP).

25.3, G: Changed to F. and corrected transportation payment to actual cost not to exceed \$25.

25.4, C: Added language for eRapids assessment screens and listed assessments that are mandatory.

25.4, D: Changed WorkForce WV to WorkForce West Virginia.

Appendix B: Corrected transportation payment limits to actual expense not to exceed \$25.

Policy questions should be directed to the DFA Policy Unit.

RAPIDS questions should be directed to the RAPIDS Help Desk.

Attachment