Department of Workforce Services (DWS)
Assistance Programs

Revised October 3, 2012

Program Name	Description	Eligibility	Amounts/ Restrictions	Notes and References	Contacts
	Purpose - What is it?	*Who is qualified for assistance?*	*How much can the recipient get?* *What are the restrictions?*	*What federal or state laws or rules govern the program?* *Other notes?*	*Who can we contact with questions?* *Contact information*
CASH BENEFIT					
The Family Employment Program (FEP) Includes single-parent families with children (FEP); two-parent families with children (FEP-TP); and relatives caring for children who do not live with their parents (specified relative)	The Family Employment Program offers financial assistance and help finding employment to parents who are supporting children living in their home. Every participating parent works with an employment counselor to write an employment plan with activities that will assist the parent in reaching the goal of supporting the family on his or her own.	Assistance is available for the following people, based on income and assets: • single parents with children under 18 living with them; • pregnant women in their third trimester; • two-parent families with children under 18 living with them; and • under certain circumstances, for children being cared for by relatives who are not the parents A parent must perform the activities in the employment plan for 30 hours per week (or 20 hours a week if the parent has a child under age 6).	A single parent receives cash assistance once a month. A two-parent family receives cash assistance twice a month. Household of two: $399 per month Household of three: $498 per month Household of four: $583 per month Maximum lifetime 36-month benefit	Federal: • Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) Public Law 104-193 • Title I Temporary Assistance for Needy Families • Balanced Budget Act of 1997 • Federal Regulations: 45 CFR Parts 261 – 265 • Deficit Reconciliation Act of 2005	Helen Thatcher Program Manager 801-526-4370 hthatch@utah.gov

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				State: • Utah Code Sections 35A-3-301-313 • Utah Administrative Code R986-200 - 243, 245	
General Assistance (GA) program *(for individuals who are unable to work)*	The GA program provides time-limited services to single adults and married couples who have no dependent children residing with them 50% or more of the time.	Assistance is based on income, assets, and disability. General Assistance customers must: • be at least 18 years old, or no longer being supported by parents; • provide "Verification Of Impairment" that prevents basic work activities in any occupation; • have a gross monthly income of $608 or less ($7,296 annually) for a one-person household; and • have $2,000 or less in household assets.	Cash assistance amount is $287 per month for one individual.	http://jobs.utah.gov/customereducation/services/financialhelp/general/qualify.html	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov
Refugee	Program provides cash and medical assistance to refugees and asylees	• Newly arriving refugees • New asylees • Certified victims of human trafficking Must be within the first 8 months of: • arrival; • being granted asylum; or • certification as a trafficking victim.	Need-based Varies, depending on circumstances For up to 8 months, then may apply for other state benefits	Ongoing federal grant program	Gerald Brown Assistant Director Refugee Services 801-526-9787 geraldbrown@utah.gov

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		Must not be receiving any other Federal public cash assistance, such as FEP or FEP-TP. Must meet with an employment counselor to develop an employment plan and participate in the plan activities which may include job skills training, working, English language training, or applying for Social Security Disability, if disabled and appropriate.			
FOOD BENEFIT					
SNAP (Supplemental Nutrition Assistance Program) (food stamps)	SNAP provides assistance to buy food. SNAP benefits are not provided in cash but are provided on an electronic card that is used like a debit card to buy food at grocery stores.	Eligibility is income and asset based. For example, gross monthly family income for a family of four must be less than $2,422 ($29,064 annually) and less than $2,000 in assets. SNAP benefits are available to legal immigrants and to all children under 18. However, most legal immigrants must wait 5 years before getting SNAP benefits. There is no wait for children under 18, for some elderly and disabled, or for refugees.	Benefit ranges from $16 to $668 monthly for a family of four. The allotment is based on the number of people in the household and the amount of money the household earns each month.	http://jobs.utah.gov/customereducation/services/foodstamps/whatfs.html	Kathy Link Program Manager 801-526-9230 klink@utah.gov

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MEDICAL BENEFIT					
Medicaid	Provides individual medical coverage. Basic Medicaid benefits include doctor visits, prescriptions, hospital, and dental coverage. Not all benefits are available to every Medicaid customer. The Medicaid health plan chosen has a list of doctors who will accept the Medicaid card. Eligibility is determined by DWS. Benefits are administered by the Department of Health.	Eligibility is available for the following people, based on income and assets (and may include disability): • children (0-18); • pregnant women; • families who lack one parent's support because of death, absence, inability to work, or the primary wage earner's unemployment/ underemployment; • women with breast/cervical cancer; • individuals with disabilities; • individuals age 65 and older; • individuals in a nursing home; and • refugees.	Depending on the individual's situation, the individual may have to pay a small co-payment for certain services, such as prescriptions. Certain Medicaid programs allow the individual to pay cash or use medical bills to "spend down" the difference between the individual's income and the program's income limit, so the individual may still receive a Medicaid card.	http://jobs.utah.gov/customereducation/faqs/faqmed.html http://health.utah.gov/umb/	Kevin Burt Associate Director Eligibility Services 801-526-9831 kburt@utah.gov (eligibility only)

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CHIP	Medical coverage for children who do not have access to other health insurance. Based on the individual's plan, CHIP covers doctor visits, prescriptions, immunizations, dental, hospital, mental health services, etc.	Eligibility is income-based and is available for working families who need medical coverage for their children and do not have access to other health insurance. The CHIP health plan the individual chooses provides a list of doctors who accept CHIP.	With some exceptions, the individual pays a quarterly premium of either $30 or $60 (depending on income) and a small copayment for certain services.	http://jobs.utah.gov/customereducation/faqs/faqchip.html http://health.utah.gov/umb/	Kevin Burt Associate Director Eligibility Services 801-526-9831 kburt@utah.gov (eligibility only)
Primary Care Network (PCN)	Health coverage for adults who cannot get other insurance	Eligibility is income-based and is available for adults, age 19-64, who are not eligible for Medicaid and who cannot get other health insurance An applicant must apply during an open enrollment period as advertised by the Department of Health and DWS.	The annual enrollment fee is $50 or less (depending on income or if the individual receives GA). There are also small copayments for certain services. Covers visits to a primary doctor, four prescriptions a month, dental exams, (teeth cleaning, fillings and x-rays), eye exams, etc.	http://jobs.utah.gov/customereducation/faqs/faqpcn.html http://health.utah.gov/umb/	Kevin Burt Associate Director Eligibility Services 801-526-9831 kburt@utah.gov (eligibility only)
Utah's Premium Partnership (UPP)	Assistance for working families who want to sign up for their employer's health insurance, but need assistance in paying the monthly premium	Eligibility is income-based. A person must apply for UPP: • during the employer's open enrollment period; • before the date that health insurance coverage begins;	UPP will reimburse up to $150 a month per adult and up to $100 a month per child to assist in covering the premium for employer-provided	http://jobs.utah.gov/customereducation/faqs/faqupp.html	Kevin Burt Associate Director Eligibility Services 801-526-9831 kburt@utah.gov (eligibility only)

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		and • as soon as the person begins a new job. If a person qualifies and if employer's health insurance meets the basic UPP guidelines, a person may switch from PCN to UPP.	health insurance. • Must pay the monthly premium before reimbursement. • Must pay for any co-payments the insurance requires.		
UNEMPLOY-MENT /JOB TRAINING BENEFIT					
Unemployment	Provides a temporary living allowance while an unemployed worker looks for new employment	Eligibility is not need-based. Qualified individuals who are unemployed through no fault of their own and who are either looking for full-time work, in approved training, or awaiting recall to employment, may receive benefits. The individual must be able and willing to work. Once approved, the applicant must file a weekly claim showing at least four new job contacts a week and provide information regarding whether the applicant worked in the last week or went to	Benefit ranges from $25 to $467 per week (average is $325) based on wages earned during the first four of the last five completed quarters or the last four completed quarters. The state pays up to 26 weeks maximum. The federal government provides for Emergency Unemployment Compensation (EUC) up to an additional 26	The Social Security Act of 1935 authorized a federal-state UI system. Section 35A-4-102 of the Utah Code authorizes the establishment of UI in Utah. Section 35A-4-201 through 313 provide the framework of determining what employers and workers are subject to coverage, the contribution rates	Bill Starks Director Unemployment Insurance 801-526-9575 billstarks@utah.gov

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		school. A recipient must report part-time or temporary work as part of the weekly claim. The benefit ends when full-time employment is secured or the benefit is exhausted.	weeks after state benefits are exhausted.	assessed, and collection provisions. United States Code Title 23 subtitle C chapter Chapter 23 of the Federal Unemployment Tax Act establishes a federal payroll tax on employers. www.jobs.utah.gov	

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Training for Adults	Provides assistance with job training by arranging for an employment counselor to meet with an applicant and develop and complete an employment plan.	Eligibility is needs-based, situational, and not based on income or assets. The applicant must: • meet with an employment counselor to develop an employment plan; • follow the plan and make progress towards the plan goals; and • stay in touch with employment counselor. When post-secondary training has been negotiated, the applicant must: • select a demand occupation; and • complete it as quickly as is reasonable. If approved, an applicant may be able to get a bachelor's or master's degree, if it can be obtained within 24 months.	Up to $4,000 per exposure (exposure is up to 24 months) Amount may be increased up to $8,000 with a supervisor waiver, under certain circumstances.	Workforce Investment Act	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov

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Training for Youth	Provides assistance to young people with preparing for and finding a job, as well as getting a high school diploma/GED, by arranging for working with an employment counselor. Includes assisting young people do the following: • stay in school; • learn better study skills; • receive tutoring; • get into alternative education programs; • get summer jobs; • obtain work experience; • pay for post-secondary education and vocational education; • obtain leadership development opportunities; • receive mentoring; and • receive guidance counseling and substance abuse prevention.	Eligibility is needs-based, situational, and not based on income or assets, but is provided to youth (14-21 years) who are typically low-income and have one or more circumstances that interfere with their ability to complete an educational program or get and keep employment. An applicant must: • apply for services and meet with an employment counselor; • take a test to determine academic levels in reading, math and language; • write an employment plan; • follow the plan and make progress towards goals; and • complete activities on the plan	Up to $4,000 per exposure (exposure is up to 24 months) Amount may be increased up to $8,000 with a supervisor waiver, under certain circumstances.	Workforce Investment Act	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov

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WORKKEYS/ KEYTRAIN	WorkKeys is an assessment system which measures "real world" foundational skills that are critical to job success. These skills are valuable for all occupations and education levels. WorkKeys assessments evaluate skills that are identified by employers as required for all jobs in the economy. KeyTrain is a remediation element to assist DWS staff in analyzing the current foundational skill level of a job seeker and offer employment strategies based on the job seeker's needs and current labor market information.	All DWS job-seeking customers are eligible to participate in WorkKeys and KeyTrain.	N/A	Internal program funded through Workforce Investment Act Training program	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov

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Dislocated Worker	Provides assistance with training for and finding a new job by working with an employment counselor to develop an employment plan.	An applicant must meet the dislocated worker definition in the last 24 months, which includes: • an individual who has been laid off from work; • a self-employed person who is unemployed because of economic conditions of a natural disaster; • a displaced homemaker; or • a military spouse who leaves a job to follow a spouse to a permanent change of military station or military spouse discharge A U.S. citizen or an employment-eligible non-citizen: • meets with an employment counselor to develop an employment plan; • follows the plan and makes progress towards the plan goals; and • stays in touch with an employment counselor. When post-secondary training has been negotiated, the applicant must: • select a demand occupation; and • complete training as quickly as is reasonable.	Up to $4,000 per exposure (exposure is up to 24 months). Amount may be increased up to $8,000 with a supervisor waiver, under certain circumstances.	Workforce Investment Act	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov

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Trade Act (jobs being moved to foreign countries)	Provides assistance to individuals who have lost their jobs because of the jobs being moved to foreign countries.	An applicant must file a petition with and be found eligible by the Department of Labor to receive Trade Act services. In addition, an applicant must: • meet with an employment counselor and ask for training services, job search assistance, relocation, wage subsidies for older workers, and/or available trade services to assist with returning to work; and • write an employment plan; and • follow the plan and make progress towards the plan. An applicant may receive: • money to raise incomes to a livable level; • money to assist with moving expenses; • money to assist with expenses of looking for a job; • retraining, if needed, to obtain a job; and • a tax credit to assist with paying for health care.	There is no funding limit; however, extraordinarily high amounts are staffed with state program staff and a supervisor.	http://jobs.utah.gov/customereducation/faqs/faqtrade.html http://jobs.utah.gov/jobseeker/DislocatedWorker/Webhelp/Petitioning_TA_cert.htm	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov
Employment Support Child Care	Provides child care for parents who work or who are doing the approved activities for financial assistance, including attending school.	Parents in eligible low-income families with children up to age 12.	Parents receive a voucher to pay or partially pay for child care. Quality grants are available for licensed or	http://jobs.utah.gov/customereducation/faqs/faqcc.html Code of Federal Regulations at 45 CFR Parts 98 and	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov

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	Parents may choose their child care provider from licensed child-care centers/providers, residential certificate providers, license exempt centers (such as after-school programs) and approved relatives. Child-care providers receive reimbursement for serving low-income families and can draw on networks of training and technical resources to assist them in providing high-quality child-care services.		legally licensed exempt child care providers and afterschool providers. Grants are awarded based on a competitive procurement process.	99 Utah Code Section 35A-3-202 Utah Administrative Rules R986-700	
Utah Adoption Assistance Program *(a parent who places a child for adoption)*	The Utah Adoption Assistance Program provides assistance in getting a job, as well as cash payments, to a parent who has given birth to a child who has been placed for adoption.	The program is available to any birth parent who was (or would have been) the one to take care of the child if the child had not been relinquished for adoption. The child must have been legally placed through a public or private adoption agency or licensed attorney. The applicant must meet with an employment counselor to develop an employment plan and	Adoption assistance payments are provided up to a maximum of 12 consecutive months from the date the child was relinquished, with the month of relinquishment counted as the first month.	http://jobs.utah.gov/customereducation/services/financialhelp/adoption/program.html	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov

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		participate in the activities in the plan.			
Veterans	Assistance with: • applying for Veterans benefits; • matching job skills; • obtaining earned credit and certifications; • finding work; and • obtaining training. Veterans representatives assist in exploring options.	A veteran, including National Guard members who were activated for federal service during war or domestic emergency and reservists who served on active duty	NA	http://jobs.utah.gov/customereducation/faqs/faqva.html https://hirevetsfirst.gov http://jobsearch.usajobs.opm.gov/index.asp	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov
Foreign Labor Certification (FLC)	The FLC program is designed to meet the labor force needs of state employers through the use of foreign laborers when U.S. workers cannot be found to fill positions. A secondary purpose is to ensure that all federal rules and regulations governing the recruitment of foreign laborers are met.	The FLC works directly with Utah employers to process recruitment applications for three types of worker programs: -The H-2A temporary agricultural program allows agricultural employers who anticipate a shortage of domestic workers to bring nonimmigrant foreign workers to the U.S. to perform agricultural labor or services of a temporary or seasonal nature. -The H-2B nonimmigrant program permits employers to hire foreign workers to come temporarily to the U.S. and perform temporary nonagricultural services or labor on a one-time, seasonal, peak-load or intermittent basis.	The current grant amount is about $100,000 and is distributed annually to state workforce agencies derived from a funding formula based on the number of job order requests cleared for placement and the number of resume referrals sent to the employers in the state.	Code of Federal Regulations, Title 20, Part 655, Subparts A and B, and Part 656 Subparts A and C.	Karla Aguirre Director Workforce Development 801-526-9724 kaguirre@utah.gov

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		-The PERM program permits employers to hire foreign workers to come to the U.S. and perform agriculture, nonagricultural or labor services on a permanent basis.			

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