



# North Carolina Department of Health and Human Services Division of Social Services

325 North Salisbury Street

2420 Mail Service Center • Raleigh, North Carolina 27699-2420

Courier # 56-20-25

Beverly Eaves Perdue, Governor  
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director  
(919) 733-3055

August 3, 2009

## **Dear County Director of Social Services:**

**Attention:** Work First Program Administrators, Supervisors and Staff

**Subject:** Notification of August and September 2009 Work First Check Insert on Work First Benefits

Work First participants will receive an insert with their **August and September 2009** Work First cash assistance check. This insert is available in English and Spanish, informing participants about the Work First payment process, effective **October 1, 2009**. All work eligible Work First participants must cooperate with all aspects of their Mutual Responsibility Agreement (MRA) Core Requirements and the MRA-Plan of Action before receiving a Work First check, unless there is a good cause. This includes completing the required hours of work, training, education, or other activities. Work First Benefits will always be issued the month after completing all requirements on the MRA.

Effective October 1, 2009 cases will transfer to Work First Benefits and families will not receive a regular cash assistance check for the month of October. Participants must complete the required hours as identified on the MRA-Plan of Action and/or comply with their MRA Core Requirements in October, before the county department of social services will release the family's regular Work First Benefit check in November. If the participants do not meet their requirements without good cause, the local county department of social services will not release the family's Work First Benefit check. Work First Benefits do not affect Child only cases. These cases will continue to receive a regular Work First cash assistance check.

To prevent a hardship on families during the transition to Work First Benefits, work eligible families will receive a one-time crisis prevention check. The amount received will be equal to the amount of the payment for October. The crisis prevention check will be mailed within the first 10 workdays in **October 2009**. The families who will receive the crisis prevention check include: all single parents with children regardless of the age of the child, parents caring for a disabled family member, incapacitated parents and families with two parents who have not yet transferred into Pay After Performance. Child only cases will not receive a crisis prevention check. Participants must submit any requests for replacement checks to their worker by December 1, 2009.

If you have any questions regarding the Work First check insert, please contact your Work First Representative.

Sincerely,

A handwritten signature in black ink that reads "Dean Simpson". The signature is written in a cursive style with a large, sweeping "D" and "S".

Dean Simpson, Chief  
Economic and Family Services Section

Attachment: **Work First Insert Notification for August and September 2009 Check**

cc: Sherry Bradsher  
Jack Rogers  
Sarah Barham  
Hank Bowers  
Charisse Johnson  
Work First Local Support  
Work First Representatives  
Local Business Liaisons

**EFS-WF-17-2009**

## **Work First Insert Notification for August and September 2009 Check**

Effective October 1, 2009, the Work First Program will begin a new process, referred to as Work First Benefits (WFB), for issuing Work First cash assistance checks. Work eligible Work First participants must cooperate with all items on the Mutual Responsibility Agreement (MRA) Core Requirements and the MRA-Plan of Action before receiving a Work First check, unless there is a good cause. This includes completing the required hours of work, training, education, or other activities. Work First Benefits will always be issued the month after completing all requirements of the MRA.

To prevent a hardship on families during the transition to Work First Benefits, work eligible families will receive a one-time crisis prevention check. The amount received will be equal to the amount of the payment for October. The crisis prevention check will be mailed within the first 10 workdays in **October 2009**. The families who will receive the crisis prevention check include: all single parents with children regardless of the age of the child, parents caring for a disabled family member, incapacitated parents and families with two parents who have not yet transferred into Pay After Performance. Child only cases will not receive a crisis prevention check but will continue to receive their regular Work First cash assistance check. Any requests for replacement checks must be submitted to your worker by December 1, 2009.

If you have questions, please call your local County Department of Social Services.