

**County of San Diego, Health and Human Services Agency (HHS) Agency (HHS)**  
**CalWORKs Program Guide**

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Federal Work Participation Rate (WPR) Data Reporting	10-002.A	1 of 2

**Revision Date:**

12/01/2018

**Background:**

Per state regulation (MPP 42-714), counties must report work participation data to the California Department of Social Services (CDSS), Federal Data Reporting and Analysis Bureau (FDRAB), on a monthly basis, in accordance with County TANF Data Reporting Instructions. Currently, two data collection systems are used to collect work participation data. The Research and Development Enterprise Project (RADEP) is used to collect data for the Federal Sample in order to fulfill federal data reporting requirements for the TANF program. The information in RADEP consists of case characteristics and work participation data. The Enterprise II Lite (E2Lite) is used to collect data for the County Sample. The data in E2Lite consists of work participation related data only.

**Purpose:**

This section was revised to reflect the current format, update the cited ACL and to add clarification regarding weekly core activity requirements.

**Policy:**

**Federal WPR Requirements for All Families**

Fifty percent of all families receiving TANF assistance (1-parent and 2-parent families combined) must meet the following conditions:

- One work-eligible individual must participate in federally-allowable activities, for an average of 30 hours per week with the following exceptions:
  - The requirement for a single custodial parent with a child under 6 years old, is an average of 20 hours of core activities per week to meet federal All Families Rate requirements
  - A single head of household under 20 years old, without a high school diploma or equivalent, meets federal All Families Rate requirements in a month in which, he/she maintains satisfactory attendance at a secondary school (or equivalent) or participates in education directly related to employment, for an average of 20 hours per week
- At least 20 of the 30 hours must be in core activities.

**Federal WPR Requirements for 2-Parent Families**

Ninety percent of 2-parent families (2 work-eligible individuals) must meet the following conditions:

- The work eligible individuals must participate in federally-allowable work activities for a combined average of 35 hours per week;
- At least 30 of the 35 weekly hours must be in core activities

**Procedure:**

Processing Guide 10-002.A.1

Processing Guide 10-002.A.2

Processing Guide 10-002.A.3

**Impacts:**

None.

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**References:**

ACL 18-70  
MPP 42-714

**Sunset Date:**

This policy will be reviewed for continuance by 12/31/2021.

**Approval for Release:**

 1-4-19

Rick Wanne, Director  
Eligibility Operations