

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

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Revision Date:

July 1, 2019

Background:

The Expanded Work Experience (EWE) program provides paid on-the-job training to eligible individuals in preparation for enrollment in the Expanded Subsidized Employment (ESE) program described in CPG 10-150.A. Participants are assigned to EWE worksites and receive subsidized wages that are countable as earned income for eligibility purposes.

Purpose:

This section has been updated due to sunset review. Updates include new policies for the reinstatement of subsidies in certain situations and clarification that participants receive subsidized wages for the duration of their EWE assignment, but are not employees of the worksite.

Policy:

Program Eligibility

Eligible individuals are CalWORKs recipients who are participating in Employment Services (Welfare-to-Work) and need to enhance existing skills to become job ready and qualify for the ESE program. Eligible individuals have already acquired basic job skills through past employment or training activities, such as Community Service or unpaid Work Experience (WEX).

Participants must maintain their eligibility to CalWORKs and continue to meet Employment Services requirements while in the EWE program. Participants who become ineligible to CalWORKs or stop participating in Employment Services for any reason will be discontinued from the EWE program and subsidies must end.

Participation in EWE may resume if the individual's CalWORKs eligibility is reinstated within 30 days of the discontinuance and EWE program eligibility criteria continues to be met. Subsidies cannot be paid for ineligible individuals or for any time period in which there was a break in CalWORKs aid.

EWE Assignment

Participants are given a short-term (six months or less) assignment at an established EWE worksite. EWE must be included in the participant's Welfare-to-Work (WTW) Plan and cannot be concurrent with any other training activity (such as Community Service or WEX), or an ESE placement, at the same site. EWE assignments will be part-time (no more than 20 hours per week), with consideration for any other household income, to prevent ineligibility to CalWORKs due to EWE income.

The individual's progress and participation will be evaluated each month to ensure the assignment is an effective Employment Services activity that will lead to successful transition to ESE. If the assignment does not result in a successful transition to ESE or unsubsidized employment, a subsequent assignment may be given on a case-by-case basis if appropriate for the WTW Plan.

EWE Extension

The assignment may be extended in three-month increments, for up to six additional months, on a case-by-case basis. An extension may be granted if additional time in the assignment will enable the

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participant to overcome employment barriers that are preventing his/her transition to the ESE program. The extension reason and approved timeframe must be documented in the case record.

Worksites and Subsidies

EWE worksites are established with local employers and agencies that provide participants with on-the-job training opportunities. Participants receive weekly wages for the duration of their EWE assignment, but are not employees of the EWE worksite. Participants may not receive subsidized wages from the EWE and ESE programs at the same time.

Subsidies are paid for the EWE wages of eligible participants and other allowable program costs. Subsidies cannot be paid for ineligible individuals or for any time period in which there was a break in CalWORKs aid.

Procedure:

- Processing Guide 10-150.B1 EWE Procedures
- Processing Guide 10-150.A4 ESE-EWE Monthly Reporting Procedures

References:

- MPP 42-716.8
- ACIN I-24-18
- ACL 12-15, 13-81, 14-17, 14-81, 16-17, 17-03

Sunset Date:

This policy will be reviewed for continuance by July 31, 2022.

Approval for Release:



Rick Wanne, Director
Eligibility Operations