

Subsidized Employment Program Eligibility Criteria

1. The following **CalWORKs** groups are eligible:

- Current **Alameda County** CalWORKs clients: work eligible, voluntary exempt, safety net and sanctioned if sanction is cured. (Note that the adult caregiver for a child receiving a CalWORKs child-only grant is eligible only if the other eligibility criteria below are met.)

ALL OTHER APPLICANTS MUST MEET ALL OF THE FOLLOWING CRITERIA:

2. Applicant must be an **Alameda County resident** at time of program enrollment. Participants who subsequently move out of county may continue to participate in the Alameda County Subsidized Employment Program.

- If the applicant is a non-custodial parent, the applicant must live in Alameda County and the minor child must live in the United States. (Note: We have asked CDSS for guidance on the question of whether or not the child has to be a U.S. resident; until we get a response this will be the policy.)

3. Applicant's total **household income** must be below 200% Federal Poverty Level.

- Household income is determined by looking back at the last 30 days.
- Eligible applicants must have been (a) unemployed for 30 days, or (b) working less than 20 per week for the past 30 days and earning less than 200% FPL.

Family Size	Maximum Gross Monthly Income
1	\$1,805
2	\$2,428
3	\$3,052
4	\$3,675
5	\$4,298
6	\$4,922
7	\$5,545
8	\$6,168

4. Applicant's family must include a **minor child** under age 18 living with a parent or adult relative caregiver.

- Non-custodial parents who meet the other criteria are eligible.
- A family in which a minor child is temporarily absent for a period not to exceed 12 months due to child abuse and neglect, and the parent(s) are engaged in family reunification services is eligible.
- Non-relative foster parents are eligible only if they have a minor child of their own as well.
- An applicant with no child but pregnant and in her 3rd trimester is eligible. (The father of the unborn child is not eligible until after the birth of the baby, with birth certificate).

5. Applicant must show proof of **right to work** (see allowable documentation on following page).

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Eligibility Documentation for Permanent Case File

Residency

- CDL or CID
- Utility Bill (PG&E, Telephone, Water Dept.)
- Bank Statement
- Rent Receipt/Mortgage statement
- Public Assistance or SSA Award letter

Right to Work

- Social Security Card
- Original Birth Certificate
- US Passport
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- ID Card for use of Resident Citizen in the United States (Form-197)
- Unexpired Employment Authorization Document (Form I-766)
- Native American Tribal document

Income (30-Day Look Back Period)

- Check stubs
- UIB Award letter or UIB check stubs
- Letter (on employer letterhead) of layoff or termination
- Proof of Public Assistance (CalWORKs, Food Stamps, Medi-Cal - CalWIN printout).

Family Status

- Child(s) birth certificate
- Federal Tax return
- Physician's verification of 3rd trimester pregnancy

NCP Status

- Any of the above (Family Status)
- Child support order