

The Blurb

Blurb 37:
**Pre-Benefit Job Search,
Part I: PBJs Screening**

The Screening

An additional requirement of Welfare Reform is **Pre Benefit Job Search (PBJs)** and will be a mandatory part of the TAFDC application interview process. Right now however, you might be asking yourself “What is a PBJs?”

Some clients will now have to fulfill additional eligibility requirements before becoming eligible for a TAFDC benefit. Some clients will have to participate in and comply with a job search *before* their TAFDC case is established.

To determine which clients will be required to participate in the PBJs, new questions will be added to the BEACON application process. The client’s responses to the eight-questions asked in the workflow will place the potential client into one of four categories:

1. Work Program Exempt
2. Work Program Non-exempt – Work Ready required
3. Work Program Non-exempt – Initial Job Search required
4. Work Program Non-exempt – not subject to Pre Benefit Job Search

We will discuss which clients fall into these four categories and what these categories mean in upcoming *Blurbs*.

Important note:

The PBJs interview *must* be completed and required clients must complete the Pre Benefit Job Search before authorizing benefits for TAFDC applications (this does not include reinstatements).

The Blurb

Blurb 38:
**Pre-Benefit Job Search,
Part II: Why PBJS**

Why Pre-Benefit Job Search?

In the last *Blurb* we introduced Pre-Benefit Job Search as part of the TAFDC application interview process. Right now, you might be asking yourself “Why are we doing PBJS?”

PBJS is an important opportunity to engage clients from *day one* on a number of important points:

- TAFDC benefits are time-limited! We want clients to use their time with us to prepare for economic-self-sufficiency.
- This is a *transitional* program, PBJS sets the tone that the goal for almost all clients is to transition to work.
- DTA is a partner in our client’s journey to economic-self-sufficiency. Many clients are unaware of the employment-related supports and transitional benefits DTA can provide.
- Moving off of assistance can be scary; we can help make that transition by highlighting the benefits of work (EITC, TBA SNAP, TCC).

The Blurb

Blurb 39:
**Pre-Benefit Job Search,
Part III: Work Ready**

My client is “Work Ready”

In the previous *Blurb*, we touched upon what questions DTA will use to determine your client’s Pre-Benefit Job Search status. Now, let’s start discussing a client’s responsibilities once that status has been determined.

“Work Ready” means a client is non-exempt from the TAFDC Work Program and does not meet a PBJs exemption.

If your client is determined by BEACON to be “Work Ready,” you will issue the client a Work Ready Referral/Job Search Log. Once that referral is issued, the client will then be required to:

- Supply 3 job contacts, noting them on the referral, to meet this requirement (**important: one of the contacts is attendance at the mandatory TAFDC Orientation session**)
- Return the completed Work Ready Referral/Job Search Log, no later than 30 days from the application date (45 for TAFDC application extensions INT-2).

If your client returns a complete log, and is otherwise eligible the case will be established. The client will then be issued another Work Ready Referral/Job Search Log that must be returned and completed by Day 60.

If your client does *not* return the log, the log does not reflect three job contacts, or the log does not reflect good cause the entire case will be denied assistance. The new ineligibility reason of “Failure to comply with the Work Ready Program” must be used.

The Blurb

Blurb 40:
**Pre-Benefit Job Search,
Part IV: Initial Job Search**

My client is “Initial Job Search required”

Previous *Blurbs*, we touched upon what questions DTA will use to determine your client’s Pre-Benefit Job Search status. Now, let’s start discussing a client’s responsibilities once that status has been determined.

“Initial Job Search” means a client is non-exempt from the TAFDC Work Program and does not meet a PBJS exemption, but has more challenges to employment than a client who is “Work Ready.”.

If your client is determined by BEACON to be “Initial Job Search” required you will issue the client a Initial Job Search Referral/Job Search Log. Once that referral is issued, the client will then be required to:

- Supply 3 job contacts, noting them on the referral, to meet this requirement (**important: one of the contacts is attendance at the mandatory TAFDC Orientation session**)
- Return the completed Initial Job Search/Job Search Log, no later than 30 days from the application date (45 for TAFDC application extensions INT-2).

If your client returns a complete log, and is otherwise eligible the case will be established. The client will then be issued another Initial Job Search Referral /Job Search Log that must be returned and completed by Day 60.

If your client does *not* return the log, the log does not reflect three job contacts, or the log does not reflect good cause the individual(s) will be denied assistance, but if otherwise eligible the remaining household members will be approved. The new ineligibility reason of “Failure to comply with the Initial Job Search” requirement must be used.