



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance
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Commissioner

Field Operations Memo 2004-5
February 19, 2004

To: Transitional Assistance Office Staff

From: Cescia Derderian, Assistant Commissioner for Field Operations

Re: TAFDC Ineligible Noncitizens Work Program Required Status Reasons

Overview

The Work Requirements window did not allow AU Managers to enter Work Program Required = Yes for Noncitizen Assessed Persons (AP) who are nonexempt and have a legal obligation to support their dependents and are ineligible for TAFDC for themselves because of their INS status.

With the BEACON Increment of 2/2/2004 seven Work Program Required Status Reasons were added on the TAFDC tab of the Work Requirements window. These reasons differentiate Ineligible Noncitizens who are Work Program required, from those who are exempt (not Work Program Required). Four reasons are used for ineligible noncitizens who are Work Program Required and three are used for ineligible noncitizens who are not Work Program required.

**Work Program
Required = Yes**

Four Reasons for Work Program Required = Yes

1. "Noncitizen 6 or Older" applies to Single Grantees - Ineligible Noncitizen with Youngest Child > 6.
 2. "Noncitizen 2 to School" applies to Single Grantees - Ineligible Noncitizen with Youngest Child between 2 and School Age.
 3. "2 Parent-Noncit WPR Ed/Tr No" applies to a Parent - Ineligible Noncitizen in a Two-Parent AU and who may not meet the WP Requirements with Education and Training.
 4. "2 Parent-Noncit WPR Ed/Tr Yes" applies to a Parent - Ineligible Noncitizen in a Two-Parent AU and who may meet the WP Requirements with Education and Training.
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**Work Program
Required = Yes
(continued)**

Note: Ineligible Noncitizen APs who are made WP Required = Yes should receive a 60-day Work Search period and are subject to the same participation rules as APs with a Responsibility of Recipient.

**Work Program
Required = No**

Three Reasons for Work Program Required = No.

1. "Ineligible Noncit Child <2" applies to all Ineligible Noncitizens with the Exemption of Youngest Child <2.
2. "Ineligible Noncit Exempt" applies to all Ineligible Noncitizens with an Exemption Reason other than Youngest Child <2.
3. "Ineligible Noncitizen Comm Svc" applies to an AP who is either a Single Grantee or Parent in a Two-Parent AU who only meets the Exemption Reason of 106 CMR 203.100 (A)(1)(g). (This AP is ESP Required and must perform 20 hours of Community Service unless Good Cause exists.)

**APs with
incorrect or
obsolete WP
Required Status
Reason**

At the next case maintenance contact or next eligibility review, whichever comes first, the AU Manager must review the noncitizen's Work Program status. At this time explain the Work Program requirement to the noncitizen and update the Work Requirements window for the noncitizen including the appropriate Work Program Required Status Reason.

Obsolete Reason

The Work Program Required Status Reason of *Ineligible Noncitizen* is obsolete. It is no longer a selectable reason on the TAFDC tab of the Work Requirements window.

Questions

If you have any questions, please have your Hotline designee call the Policy Hotline at 617-348-8478.
