

06A Scope of Work Jobs Definitions

- 1.0 Caseload Reduction: Caseload reduction is calculated by comparing the number of all Jobs clients to the number of clients whose TANF cash assistance is closed due to permanent (not temporary) employment with an income level high enough to make him/her ineligible for TANF and who are still employed after 90 days. This information will be verified via the case manager entering information in JAS after post-employment follow-up with the client and by checking other data sources (e.g. the National Directory of New Hires report). As long as the participant is employed on the 90th day, whether with the original employer or if the original employment ended and the participant started new employment that meets the full-time employment criteria. See Jobs Policy Manual, Changes in Employers.
- 2.0 Collaboration/Collaborator: Any cooperative effort between and among both governmental and private entities, through which the parties work together to accomplish the goals associated with a segment of any of the work or services required in this solicitation document. The decision making authority is independent - each entity retains full decision making authority for their key aspects of the collaboration. There is no transfer of funds within the working relationship projects
- 3.0 Community Partnership: The term "Community Partnership" has been used by both the Department and the vendor community; for the purposes of this solicitation, "collaboration/ collaborators" shall be used to denote those types of associations.
- 4.0 Engagement: The calculation for engagement is based on evidence via data submitted in JAS that the client is participating in either a state or federal activity. A list of allowable state and federal activities is listed in the Jobs Policy Manual and the Arizona TANF Work Verification Plan, both available in the Bidder's Library. Clients deferred from work activities will still be counted toward engagement rates, as clients who are deferred from work activities should be encouraged to engage in state-defined activities.
- 5.0 Equipment: For the purpose of this solicitation, equipment includes all components of IT including the monitor, CPU and software.
- 6.0 Partnerships/Partners: A type of unincorporated business organization in which multiple individuals manage the business, share directly in the organization's profits and also control the operation of the business. Partners are also jointly and independently liable for the partnership's debts.
- 7.0 Person: A corporation, partnership, business association of any kind, trust, joint-stock company or individual (to include a consultant).
- 8.0 Recidivism: The recidivism rate is calculated by establishing the percentage of Jobs Program clients served by the contractor whose TANF cash assistance case is closed and subsequently re-enroll in TANF within a 12 month period.
- 9.0 Subcontractor: A person who has entered into a contract with the Contractor to perform a segment of any of the work or render services required as part of this contract.

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- 10.0 Work Participation Rate (WPR): The work participation rate is the performance measure required by the federal government of the TANF Jobs Program. Fifty (50) percent of Jobs clients in the All Families category and 90% of Jobs clients in the Two Parent Employment Program (TPEP) category must be engaged in certain federally-mandated work rate activities for a certain number of hours weekly, depending upon various factors. Refer to the federal register 45CFR Parts 162, et al. dated June 29, 2006 for a description of how the work rate is calculated under federal law and to the Jobs Program Policy Manual and the Arizona TANF Work Verification Plan for more information about the work rate and allowable work rate activities, allowable timelines for engagement of clients in certain activities and required hours of participation by clients in activities. .
- 11.0 Community Agencies - Community agencies are private, nonprofit organizations that are engaged in meeting human service needs.
- 13.0 State Computer System - a system operated by a State agency or by a Contractor of a State agency or other organization that processes information (using a computer system) on behalf of the State Government to accomplish a State function.
- 16.0 Adequate Timeframes – Five (5) or more business days prior to a meeting or event.
- 17.0 Work Eligible Individuals (WEI) - A WEI is an adult or minor child head of household receiving TANF Cash Assistance, or a non-recipient parent living with living with a child receiving TANF unless the parent is:
- A minor parent and not the head of household
 - A non-citizen who is ineligible to receive assistance due to his or her immigration status
 - A recipient of SSI
 - A parent providing care for a disabled family member living in the home provided the need for such care is supported by medical documentation.