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Arizona Department of Economic Security, Five – Year Review Reports

Arizona Revised Statute (A.R.S.) § 41-1056 requires that at least once every five years, each agency shall review its administrative rules and produce reports that assess the rules with respect to considerations including the rule’s effectiveness, clarity, conciseness and understandability. The reports also describe the agency’s proposed action to respond to any concerns identified during the review. The reports are submitted in compliance with the schedule provided by the Governor’s Regulatory Review Council (GRRC). A.R.S. § 18-305, enacted in 2016, requires that statutorily required reports be posted on the agency’s website.

Department of Economic Security, Five-Year Review Report (2025), 6 Arizona Administrative Code (A.A.C.) 10. - The Jobs Program

1. Authorization of the rule by existing statutes:

General Statutory Authority: A.R.S. §§ [41-1954\(A\)\(1\)\(b\) and \(c\)](#), [\(A\)\(3\)](#), and [\(E\)](#), [46-134\(10\)](#)

Specific Statutory Authority: A.R.S. §§ [46-299](#), and [46-300](#)

2. Analysis of rules:

Rule	Analysis
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R6-10-101	Title: Definitions
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	Objective: The objective of this rule is to define the terms used in Chapter 10 and promote a uniform understanding of the terms used by the Jobs Program.
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- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-101.01	Title: Applicability
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	Objective: The objective of this rule is to identify the persons to whom Chapter 10 applies.
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- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-102 Title: Work Requirement

Objective: The objectives of this rule are to explain work requirements for both single-parent family and two-parent family recipients of Temporary Assistance for Needy Families (TANF) Cash Assistance (CA), conditions under which a recipient is not required to participate in work activities, minimum hourly requirements for work activities, sanction and withholding requirements, conditions for voluntary Jobs Program participation for recipients already participating in work activities, and to ensure that the requirements are clearly represented and easily understood by the public.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-103	Title: Preliminary Orientation
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	Objective: The objective of this rule is to ensure that a Preliminary Orientation is provided to work-eligible TANF CA recipients, and to clarify that this requirement does not apply to non-Two-Parent Employment Program (TPEP) Jobs Program participants.
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| | <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes● Is this rule enforced as written? Yes● Is this rule clear, concise, and understandable? Yes |
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Rule	Analysis
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R6-10-104	Title: Tribal Program
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	Objective: The objective of this rule is to explain that the Jobs Program does not serve persons eligible for a tribal CA program or for services through a tribal program similar to the Jobs Program.
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| | <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes |
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- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-105 Title: Selection for Participation in the Jobs Program

Objective: The objective of this rule is to ensure all Jobs Program participants are selected and referred in the appropriate manner, and that TPEP Jobs Program participants begin receiving services upon reporting to the program office.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-106 Title: Initial Case Management Appointment

Objective: The objective of this rule is to ensure that work-eligible individuals receive appropriate notification for an initial Jobs Program case management appointment and understand attendance requirements, available supportive services, the structure of the meeting, the requirement of developing an Employment and Career Development Plan (ECDP), and procedures for rescheduling a meeting.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-107 Title: Work Requirement Exclusion

Objective: The objective of this rule is to notify TANF CA recipients of situations that may exclude participation in the Jobs Program, and to provide the process for requesting and supporting an exclusion.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-108 Title: Temporary Deferrals

Objective: The objective of this rule is to notify TANF CA recipients of situations that may warrant deferral from the requirement to participate in work activities, and to provide the process for requesting and supporting a deferral.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-109 Title: Participant Assessment; Referral

Objective: The objective of this rule is to explain the requirement for assessments during and after the initial Jobs Program case management appointment, and the referral process for services resulting from the assessment.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-110	<p>Title: Employment and Career Development Plan</p> <p>Objective: The objective of this rule is to explain the requirements of an ECDP, including what must be included in the ECDP, and how the ECDP may be revised.</p> <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes● Is this rule enforced as written? Yes● Is this rule clear, concise, and understandable? Yes
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Rule	Analysis
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R6-10-111	<p>Title: Core Activities</p> <p>Objective: The objective of this rule is to notify all recipients, including TPEP recipients, of what constitutes core activities.</p> <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes● Is this rule enforced as written? Yes● Is this rule clear, concise, and understandable? Yes
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Rule	Analysis
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R6-10-112	<p>Title: Participation that Meets the Work Requirement</p> <p>Objective: The objective of this rule is to explain participation in work activities that meet the minimum work requirement, and that additional participation in work activities is allowed when minimum work requirements are met.</p> <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes● Is this rule enforced as written? Yes
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- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-113	Title: Non-Core Activities
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	Objective: The objectives of this rule are to explain that appropriate non-core activities may be offered and assigned, as appropriate, when participation in required core activities has first been met.
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- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-114	Title: Job Search and Job Readiness Assistance
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	Objective: The objectives of this rule are to ensure that job search and job readiness assistance are assigned appropriately, and that participation meets the minimum hours as indicated in the participant's ECDP.
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- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-115	Title: On-the-Job Training (OJT)
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	Objective: The objective of this rule is to ensure the proper assignment, operation, and execution of the on-the-job training component, including the requirements outlined in the participant's training plan.
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- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes

- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-116 Title: Work Experience

Objective: The objective of this rule is to ensure work experience activities are properly assigned to improve the participant's employability, or to meet work participation requirements, and that the Jobs Program appropriately evaluates a participant's entitlement to supplemental payments.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-117 Title: Community Service Programs

Objective: The objective of this rule is to explain the circumstances under which the Jobs Program may assign a participant to a community service program, as well as to ensure that community service is properly assigned and that the Jobs Program appropriately evaluates a participant's entitlement to supplemental payments.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-118 Title: Vocational Educational Training

Objective: The objective of this rule is to specify the circumstances under which

the Jobs Program may assign, or allow a participant to remain in, vocational educational training, to ensure that vocational education training is properly assigned, that it is assigned for no more than the allowable time period, and that the participant is allowed appropriate homework time.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-119 Title: High School, GED Preparation, and Education Directly Related to Employment

Objective: The objective of this rule is to explain the circumstances under which the Jobs Program may assign a participant to high school, General Education Development (GED) preparation, and education directly related to employment, and to ensure that these activities are assigned appropriately and that their respective guidelines are followed.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-120 Title: Support Services

Objective: The objective of this rule is to explain and ensure the provision of allowable supportive services within the budget and guidelines of the Jobs Program.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes

- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-121	<p>Title: Transitional Support Services</p> <p>Objective: The objective of this rule is to explain and ensure the continued delivery of services and support to transitional program participants.</p> <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes● Is this rule enforced as written? Yes● Is this rule clear, concise, and understandable? Yes
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Rule	Analysis
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R6-10-122	<p>Title: Participant Complaint Resolution</p> <p>Objective: The objective of this rule is to explain the participant complaint resolution process by which participant complaints are addressed and resolved, including participant and program responsibilities during the complaint process, to ensure participant complaints are handled accurately, fairly, and efficiently.</p> <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes● Is this rule enforced as written? Yes● Is this rule clear, concise, and understandable? Yes
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Rule	Analysis
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R6-10-123	<p>Title: Failure to Participate; Good Cause Reasons; Verification</p> <p>Objective: The objective of this rule is to clarify what constitutes a failure to participate in the Jobs Program, as well as to explain good cause, verification procedures, and notice requirements.</p> <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes
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- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-124 Title: All Assistance Unity, Except TPEP Assistance Units: Sanction Process

Objective: The objective of this rule is to ensure an accurate understanding of the sanction process for non-TPEP participants, to assist participants in avoiding sanctions, and to facilitate accurate sanctioning.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-125 Title: TPEP: Failure to Participate; Withholding

Objective: The objective of this rule is to ensure an accurate understanding of the withholding process for TPEP assistance units as a result of a parent failing to participate in the Jobs Program requirements, as well as to facilitate accurate withholdings.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule Analysis

R6-10-126 Title: Jobs Program Eligibility After the TANF Cash Assistance Time Limit

Objective: The objective of this rule is to explain case management services available to participants who have reached their lifetime TANF CA limit, for 12 months following that limit, to allow participants who may

still benefit from case management to access these services, as well as to establish requirements for the notification of participants.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

Rule	Analysis
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R6-10-301	<p>Title: Definitions</p> <p>Objective: The objective of this rule is to define the terms specific to Article 3 and promote a uniform understanding of the terms used by the Jobs Program.</p> <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes● Is this rule enforced as written? Yes● Is this rule clear, concise, and understandable? Yes
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Rule	Analysis
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R6-10-302	<p>Title: Job Displacement</p> <p>Objective: The objective of this rule is to ensure that an employee displaced by a Jobs Program participant retains the right to seek administrative redress for their grievance.</p> <ul style="list-style-type: none">● Is this rule effective in meeting the objective? Yes● Is this rule consistent with other rules and statutes? Yes● Is this rule enforced as written? Yes● Is this rule clear, concise, and understandable? Yes
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Rule	Analysis
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R6-10-303 Title: Grievance Process

Objective: The objective of this rule is to ensure that regular employees, displaced employees, and Jobs Program employers have a clear understanding of the Jobs Program grievance process.

- Is this rule effective in meeting the objective? Yes
- Is this rule consistent with other rules and statutes? Yes
- Is this rule enforced as written? Yes
- Is this rule clear, concise, and understandable? Yes

3. Has the Department received written criticisms of the rules within the last five years?

No.

4. Economic, small business, and consumer impact comparison:

The Department previously completed an economic, small business, and consumer impact statement for Chapter 10 during a 2019 rulemaking and included the following data from SFY 2018:

- 4,793 clients were engaged in work activities through the Jobs Program;
- 2,808 clients found employment with an average hourly wage of \$11.73;
- 65 percent of the total employed retained employment over 90 days;
- 88.97 percent of those who found employment did not return to TANF Cash Assistance; and
- 1,277 of the total employed were employed by an employer that offers health care benefits.

SFY 2025 data is provided below for comparison:

- 1,836 clients were engaged in work activities through the Jobs Program;
- 797 clients found employment with an average hourly wage of \$17.19.
- 62 percent of the total employed retained employment over 90 days;
- 63.24 percent of those who found employment did not return to TANF Cash Assistance;
- 129 of the total employed were employed by an employer that offers health care benefits.

The reduced numbers in SFY 2025 data are due to a continued decline in TANF CA caseloads

The 2019 rulemaking updated Jobs Program definitions and aligned program rules with both current practice and [A.R.S. § 46-300](#) requirements, which mandated that Jobs Program participants demonstrate compliance with work requirements to both maintain eligibility and avoid sanctions. The Department did not anticipate any costs related to updating the rules for the Department or contractors that operate the Jobs Program in Arizona. The framework for overseeing the Jobs Program was already established and did not require any additional costs to the Department other than the time it took staff to amend the rules.

5. Has the agency received any business competitiveness analyses of the rules?

No.

6. Has the agency completed the course of action indicated in the agency's previous five-year review report?

Yes. The Department did not propose any action in the previous Five-Year Review Report.

7. A determination that the probable benefits of the rule outweigh within this state the probable costs of the rule, and the rule imposes the least burden and costs to regulated persons by the rule, including paperwork and other compliance costs, necessary to achieve the underlying regulatory objective:

The Department believes that the rules impose the least burden and cost to persons regulated by these rules. Transportation, child care, and other supporting costs to comply with the requirements of these rules are necessary to achieve the underlying regulatory requirements for participation in the Cash Assistance program. The benefits of having clear, concise, and understandable rules that align with federal and state law outweigh any costs associated with the rules and impose the least burden on individuals regulated by these rules.

8. Are the rules more stringent than corresponding federal laws?

No. 42 U.S.C. Chapter 7, Subchapter IV, Part A; and CFR Part 261

9. For rules adopted after July 29, 2010, that require the issuance of a regulatory permit, license, or agency authorization, whether the rules are in compliance with the general permit requirements of [A.R.S. § 41-1037](#) or explain why the agency believes an exception applies:

The Department has determined that [A.R.S. § 41-1037](#) does not apply to these rules because none of the rules were adopted after July 29, 2010, and does not require the issuance of a permit, license, or agency authorization.

10. Proposed course of action:

The Department does not propose to take any action at this time.