

ARIZONA DEPARTMENT OF ECONOMIC SECURITY

Program: TANF Jobs

Policy: COVID-19 Waiver of Work Requirements

Effective Date: March 01, 2020

Revision: 1

I. Policy Statement

In response to a federal and state declaration of emergency and guidance issued by the Administration for Children and Families Office of Family Assistance and the provisions contained in the enacted state human services budget reconciliation bill for 2020-2021 (Laws 2020, Chapter 53) this policy institutes a general waiver of work requirements for all participants in the TANF Jobs Program.

II. Applicability

Unless otherwise noted, this policy applies to all TANF Jobs participants. The provisions of this policy apply retroactively to March 11, 2020 and are in effect until further notice.

III. Authority

[Families First Coronavirus Response Act, Division D](#)

[TANF-ACF-PI-2020-01](#)

[Enacted State Human Services Budget Reconciliation Bill \(Laws 2020, Chapter 53\)](#)

[Executive Order 20-07: Protective Measures Against COVID-19](#)

IV. Definitions

COVID-19: novel coronavirus SARS-CoV-2.

V. Standards

A. Waiver of Work Requirements

1. No TANF Jobs Program participants need to meet work requirements until the COVID-19 state of emergency concludes.
2. TANF Jobs Program staff must grant work requirement waivers to all program participants for the duration of the state of emergency. Participants are not required to request a waiver nor provide supporting documentation for a waiver.

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3. Current and future TANF Jobs Program participants may voluntarily participate in the program but must not be sanctioned if they decline or fail to meet their work requirements while the COVID-19 state of emergency is active.

B. Sanctions

1. Any clients who did not meet the work requirement in March 2020 must not be sanctioned or must have their sanctions reversed immediately.
2. No sanctions will be imposed during the COVID-19 state of emergency.

C. Lifetime Benefit Limits for TANF Cash Assistance: During this state of emergency lifetime benefits limits have been suspended. Benefits received during the emergency will not be counted toward a client's lifetime limit.

VI. Procedure

A. Designate the COVID-19 waiver for a client:

1. Select applicants from the FAA Referrals Inquiry Screen.
2. Invite the applicant for a phone interview using JB-101/JB-301 Initial Case Management Appointment Notice.
3. If the applicant does not attend the phone interview or is not able to participate due to COVID-19, update the status in the Jobs Automated System (JAS) from a 99 status (Selected/Notified to Participate) to a 01 status (Pending Initial Interview) with the Reason 26 code (Additional Information Required).

B. Sanctions: During this state of emergency, the 28 Reason code (CA//FS Sanctioned/Withheld) will be temporarily removed as sanctions must not be imposed and the CH counter (Child Under 1) will not be incremented.