

## **ARIZONA DEPARTMENT OF ECONOMIC SECURITY**

Program: TANF Jobs

Policy: Furloughed Transitional Participants During the COVID-19 State of Emergency

Effective Date: May 1, 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 clarifies that TANF Jobs Program staff should consider furloughed participants in transitional status to be fully employed for the purposes of delivery of services and contractor retention payments.

### **II. Applicability**

Unless otherwise noted, this policy applies to all TANF Jobs participants who were in transitional status on or after March 1, 2020 and have since been furloughed. This policy will remain in effect for the duration of the COVID-19 state of emergency.

Please note that this emergency policy does not suspend the requirements contained in Chapter 4, Section V(F)(1) of the TANF Jobs Policy manual which requires a transitional check every 30 days.

### **III. Authority**

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

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

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

[TANF Jobs Program Policy Manual](#)

### **IV. Definitions**

**Furloughed TANF Jobs Program Participant:** A participant in the TANF Jobs Program who obtained employment and entered Transitional Period and Post-Employment Case Management according to Chapter 4, Section V(F) of the TANF Jobs Program Policy Manual and has received a notice of furlough from their employer.

### **V. Standards**

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### **A. Transitional Participant Status During a Furlough**

1. Furloughed TANF Jobs Program participants in Transitional status that have been furloughed on or after March 1, 2020 shall remain in Transitional status and be considered employed for as long as the client's employer continues to consider the client as an employee and is expected to return to their previous place of employment at the end of the furlough period.
2. Program staff shall continue all regular services to Transitional status clients.
3. The Transitional Period counter for Furloughed TANF Jobs Program participants will continue as if a normal Transitional status client.

### **B. Retention and Payments**

1. All Furloughed TANF Jobs Program participants shall be considered as Transitional status clients for retention counting and retention bonus purposes.
2. There shall be no difference in calculating retention time or retention payments between regularly employed transitional TANF Jobs Program participants and Furloughed TANF Jobs Program participants.

### **C. Continued Employment Expectation**

1. Furloughed TANF Jobs Program participants will be considered as employed for as long as their employer considers them an employee with the expectation they return to their regular employment at the conclusion of the furlough.
2. The Furloughed TANF Jobs Program participant will not be considered employed if the participant's employer officially terminates the participant's employment or the employer permanently ceases operations.