



Office of Temporary and Disability Assistance

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General Information System (GIS) Message

Section 1

Transmittal:	20 TA/DC079 Upstate and New York City
Date:	August 10, 2020
To:	Subscribers
Suggested Distribution:	Temporary Assistance Directors, Employment Coordinators, Welfare-To-Work Caseload Management System (WTWCMS) Liaisons, Fraud Coordinators, Welfare Management System (WMS) Coordinators, Staff Development Coordinators, Finance Directors
From:	Jeffrey Gaskell, Deputy Commissioner Employment and Income Support Programs
Subject:	Using Work Experience Program (WEP) Participation as a Temporary Assistance (TA) Recovery Source
Effective Date:	Immediately
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Attachments:	Attachment A: "Instructions for Obtaining Work Experience Program (WEP) Credit Information" Attachment B: "Instructions for Biennial Accounting Report-Inclusion of Work Experience (WEP) Credit Information"

Section 2

The purpose of this General Information System (GIS) message is to advise social services districts (districts) of a change in determining the amount of recoverable Temporary Assistance (TA) when recovery is made from a real property lien/mortgage, lottery winnings, personal injury award and/or inheritance.

Effective immediately, and going forward, districts must use the monetary value of hours in which a recipient or former recipient participated in a district-assigned Work Experience Program (WEP) activity as defined in Social Services Law (SSL) § 336-c as a credit when recovering TA issued to a recipient or former recipient using a real property lien/mortgage (SSL § 106(1)), lottery winnings (SSL §131-r), personal injury award (SSL §104-b) and/or inheritance (SSL §104). A new Welfare Management System (WMS) screen was designed to provide districts with the monetary value of district assigned WEP.

This change **does not** apply when determining Interim Assistance Reimbursement (IAR) for individuals that received TA while pending the Social Security Administration's (SSA) determination of an individual's eligibility for Supplemental Security Income (SSI) benefits.

Supplemental Nutrition Assistance Program (SNAP) benefits received by a household are **NOT** used in the calculation of the amount of recoverable TA.

Work Experience Program (WEP) Credit

Districts are advised that the TA WEP credit is based on the TA portion of the actual hours participated in, as required by the district, in WEP. However, districts are reminded that total monthly work experience hours must not exceed the amount derived by the monthly TA grant plus the SNAP allotment, divided by the State or federal minimum wage, at the time the WEP was completed, whichever is higher.

Real Property Liens

Districts were advised in [15-ADM-05-T](#): "Recovery of Liens and Requirement to Provide Biennial Accounting" of the requirement to provide biennial accountings for existing and future real property liens to recipients and former recipients of TA. This requirement is met when districts complete the [LDSS-5069](#): "Biennial Accounting Letter".

When completing the [LDSS-5069](#): "Biennial Accounting Letter", districts must include the amount of WEP credit used for the Biennial Accounting period along with other listed recovery sources.

In addition, the "Biennial Accounting Report", available in Cognos, has been updated to include WEP credit information. See Attachment B: "Instructions for Obtaining Work Experience Program (WEP) Credit Information-Biennial Accounting Report" for additional information.

Lottery Intercept

OTDA will continue oversight of the Lottery Intercept Program, including the application of WEP credits.

Rest of State (ROS) System Implications

The Office of Temporary and Disability Assistance (OTDA) created a new WMS screen for ROS districts, which will provide the monetary value of WEP for a recipient or former recipient. System access for district staff is enabled at the district level by a district Local Area Network (LAN) Administrator. The LAN Administrator or Systems Administrator is responsible for granting entitlements.

Districts are advised to limit access to the WEP credit information to those who determine the amount of recoverable TA for real property liens/mortgages, personal injury awards and/or inheritances.

Additional information regarding the new WMS screens can be found in Attachment A: "Instructions for Obtaining Work Experience Program (WEP) Credit Information".

New York City (NYC) System Implications

NYC currently maintains a computerized process that provides TA payment, recovery and WEP information for real property liens/mortgages, personal injury awards and/or inheritances.

Additional Information

Additional information regarding WEP credits will be released in a future Administrative Directive (ADM).