

FAMILY SERVICES OFFICE  
PO BOX 9999  
CITY MO 99999-9999

MISSOURI  
DEPARTMENT OF SOCIAL SERVICES  
DIVISION OF FAMILY SERVICES  
07/11/2003

CASE NAME  
ADDRESS LINE 1  
ADDRESS LINE 2  
CITY MO 99999

COUNTY: 999  
LOAD : 99999  
DCN : 99999999

**YOU HAVE USED 24 MONTHS OF YOUR 60-MONTH LIFETIME LIMIT**

This letter is to let you know that you are now in your 24th month of receiving Temporary Assistance cash benefits. This means that you have only 36 months left in your lifetime to receive Temporary Assistance cash benefits.

In an effort to keep you informed of the services that are available to you, this letter will discuss case management and work activity components that are available.

You may take advantage of the following work component activities through the Division of Workforce Development (DWD). Your case manager will refer you.

- \* **Vocational Education and Training** - this includes participation in programs offered through colleges, universities, community colleges, or other entities offering a course of study that leads toward a degree, certificate or license.
- \* **Job Readiness or Activities** - this includes referrals to the Division of Workforce Development or other partnering agencies that offer job preparation sessions prior to entering job search.
- \* **Job Search** - this includes referrals to the Division of Workforce Development or other partnering agencies for job search assistance when it's determined you are job ready.
- \* **On-The-Job-Training** - this includes being hired by a public or private employer and receiving hands-on training at the employer's place of business.
- \* **Community Work Experience Program/Alternative Work Experience** - this includes an opportunity to improve your employability by developing skills and experiences in the work environment.
- \* **Unsubsidized Employment** - this activity is paid employment. If you are already working, you may use this component.
- \* **Education Related to Employment** - This is an educational program provided to assist in basic literacy skills such as adult basic education, English as a Second Language and literacy education.
- \* **Wage Supplementation** - this is for job ready individuals.

Not through DWD, but also available:

\* **Refugee Resettlement** - this is to assist refugees.

\* **Educational Activities** - for Teen Parents.

Contact your case manager if you feel you would benefit from any of the work component activities that have been discussed in this letter.

Some people may be eligible for an exemption. These reasons include: A permanently disabled individual; A payee who is 60 years old or older; Needed in the home to care for a disabled individual; and Caring for a child under the age of 12 months (exempt from work activities not the 60-month lifetime limit). If you feel the 24 month count is incorrect or you have reason to request consideration for an exemption, please discuss this matter with your case manager.

***NOTE: This is your total months in the State of Missouri. If you have received Temporary Assistance in another state, you are required to report this to your caseworker/case manager.***