

REFUGEE CASH ASSISTANCE (RCA) NOTICE OF A PARTICIPATION PROBLEM

ISSUE DATE: _____	
CASE NAME: _____	CASE NUMBER: _____
WORKER NAME: _____	WORKER NO.: _____

TO: _____

If you have any questions, please call your worker.

There is a problem with your participation in the RCA Program. In order to discuss this problem, we have scheduled an interview with you on:
 _____ at _____ o'clock at _____.

HERE'S THE PROBLEM:

- You did not participate in _____ on _____.
- You did not go to a job interview on _____.
- You did not accept a job with _____ when referred on _____.
- You quit your job on _____.
- You reduced your earnings on _____.
- Other _____.

If you cannot keep this interview, please call your worker by _____ to schedule another interview.

**YOU MAY RESCHEDULE THIS INTERVIEW ONLY ONCE
 AND THE INTERVIEW MUST BE CONDUCTED BY NO LATER THAN _____.**

WHAT IS THE PURPOSE OF THE INTERVIEW?

The purpose of the interview is to find out if you had a good reason for not doing what RCA requires. If it is decided that you did not have a good reason, you can correct the problem by working with us to agree on a compliance plan. If you had a good reason for not participating, we will work with you so that you are able to do what RCA requires.

See back of this notice for more important information

WHAT HAPPENS AT THE INTERVIEW?

At the interview, you may give your reasons for not doing what RCA requires. If you have a good reason, penalties will not be applied to you. Some good reasons for not participating are: you are required to appear in court, you are ill, you have a family crisis, you have a family illness, you do not have child care, or you do not have transportation.

WHAT HAPPENS IF YOU DO NOT ATTEND THE INTERVIEW?

IF YOU DO NOT COME IN FOR THE INTERVIEW OR CALL TO RESCHEDULE THE INTERVIEW, THE COUNTY WILL DECIDE WHETHER YOU HAVE A GOOD REASON. THE COUNTY WILL USE INFORMATION THAT IS AVAILABLE.

WHAT HAPPENS IF YOU DO NOT HAVE A GOOD REASON?

If the County decides that you did not have a good reason for not doing what RCA requires, you will have to work with the County to agree on a compliance plan. Penalties will not be applied to you if you agree on the compliance plan and participate in the program.

WHAT HAPPENS IF YOU DO NOT AGREE TO A COMPLIANCE PLAN?

If you do not agree on a compliance plan during the time allowed, your cash aid will be terminated because you are a mandatory participant.

WHAT IF YOU DO NOT AGREE WITH THE COUNTY?

If you think this action is wrong, you may ask for a hearing. You can also call your worker if you think this notice is wrong.

The following rules apply and you may review them at your welfare office:
Manual of Policy and Procedures (MPP) 69-208, MPP 69-210.