

## Supportive Services Available for Education or Training

The following supportive services may be provided for approved education or training activities:

- **Transportation**
  - .12 mile reimbursement for private auto
  - payment for public transportation
- **School or training registration fee (not tuition)**
- **Books for school or training supplies**
- **Test fees**
- **Clothing allowance**
- **Equipment or tools needed for school or training**
- **Car purchase allowance**
- **Car repair allowance**
- **Motor Vehicle operator fees**
  - driver's license
  - license plate
  - vehicle registration
  - vehicle inspection
  - emission control
- **Union dues or professional fees**
- **Adult dependent care costs**

**Welfare does not reimburse these allowances, they must be verified in advance.**

**If you have been denied any of these supportive services please contact Northwestern Legal Services for help**

**Call our New Client Line At  
452-4957 (In Erie Area)  
1-800-665-6957 (Toll Free)  
Or Apply Online WWW.NWLS.ORG**

With six offices to serve you:

### **Erie**

Renaissance Bldg.  
1001 State St., Ste. 700  
Erie, PA 16501

### **Farrell**

1031 Roemer Blvd.  
Farrell, PA 16321

### **Franklin**

1243 Liberty St.  
Ste. 406  
Franklin, PA 16323

### **Bradford**

100 Main St.  
Bradford , PA 16701

### **Meadville**

Professional Bldg.  
4th Fl. 231 Chestnut Street  
Meadville, PA 16335

### **Warren**

315 First Ave., Suite 401  
Warren, PA 16365



**Date Revised 11/2018**

## Public Welfare Benefits

### Self-Sufficiency through Education and Training



***Helping Families  
Move from Welfare  
to Work!***

## Strategies for Parents Pursuing Self-Sufficiency

Northwestern Legal Services' **Public Benefits Project** works with clients **who are on TANF or who receive only food stamps** to help them set up an agreement with the welfare office that will be a means to self-sufficiency.

The agreement is the key. It is a plan that will guide you through the system while you obtain **education or training** to obtain higher-wage employment. This agreement also allows you to receive many supportive services along the way.

Northwestern Legal Services can assist you in getting the plan you want. Whether you are **receiving TANF or food stamps only**, a plan can be put into place so you can go through school or training and get the job you want.



## How to Get a Plan into Action

If you are on TANF, your goal and plan for reaching your goal goes on an **Agreement of Mutual Responsibility (AMR)**. If you receive food stamps only an **Employment Development Plan (EDP)** is used.

The employment goal on your AMR or EDP should be your long term career goal. You should set high employment and education goals. These should be **your** goals, not the welfare office's goals for you.

Make sure you get your educational plans on your AMR or EDP. DPW's own manual says that **a client can have more than one goal on his/her agreement**.

Once you have established your goals, you need to identify the activities that are going to help you reach your goals.

After your goals and activities have been established, you should request the supportive services you will need to accomplish your goals.

If you already have an AMR or EDP that you don't agree with or your goals have changed, you have the right to modify your agreement with the CAO at any time.

**Remember, you have the right to appeal your AMR or EDP.**

## Education and Training Activities

- **Adult Basic Education (ABE)**
- **High School Degree Program**
- **GED**
- **English as a Second Language (ESL)**
- **Post-Secondary Education (including 2 and 4-year degree programs)**
- **Job Skills Training**

The welfare department has policies in place that allow parents to pursue education or training on TANF, however, a **mandatory job search** is required.

Working hours may also be reduced to attend school or training. If you are not already enrolled in an education or training program or if you are unsuccessful in finding employment after your job search, you may enroll in an education or training program to reduce working hours and increase learning hours. There are restrictions on how long education hours can be counted toward the work requirement. Talk to your caseworker about all your educational options.

This can be maintained until you successfully complete your educational goal. TANF may be extended in some instances if the training program is progressing well and client is almost to completion.