



Policy:	CW Hardship Extension
Purpose:	To establish criteria for a hardship extension (see DV/FV Policy)
MEMO Reference:	C.R.S. 26-2-716 (5)
Rule/Statute:	CDHS Volume 3.606.6
Effective Date:	7/1/2021

Policy

All participants, except those containing excluded members, may request an extension when a hardship exists. Participants can request an extension in person, by phone, or in writing. An extension may be granted for up to six months; additional extensions may be granted if circumstances warrant and is requested prior to the end of the current extension. If a participant fails to request an extension timely, an extension may be granted at the discretion of Routt County.

Eligibility

Routt County will consider a hardship extension if one or more of the following criteria exist, includes but no limited to:

- Inadequate, or unavailable:
 - Childcare
 - Housing
 - Transportation
 - Employment opportunities
- Domestic Violence issues

State notices will be sent to participants who are approaching the sixty-month (60) time limit on Federal TANF assistance. Routt County shall make all reasonable efforts to contact participants to explain the extension process and to accept request for an extension.

Routt County shall make a decision to grant or deny the extension within 30 days or receiving the customer's request for the extension. Written notification to the participant will be provided; in case of denial the notice will contain the reason and explain the appeal process.



Additional Criteria

Routt County will work with participants to develop an individualized plan that will include participation activities along with county and community supports to address the causes of the extension. Additionally, the plan will include sanction procedures for failing to comply and appeal rights.

Good cause for non-compliance with conditions of the hardship extension plan are the same as any other individualized plan developed and agreed upon, and include, but are not limited to:

- Total disability of the participant or the participant is needed in the home to provide full-time care for their disabled child. The disability of the participant or the child must be verified and documented by a medical statement.
- Victims of domestic violence who risk endangering themselves or their children by participating in activities
- Death of an immediate family member
- Jury duty

The decision to grant an extension shall be made by the Eligibility Supervisor or Routt County Director.

Routt County Commissioner Signature

Date