

P-2202 TIME LIMITS

Households with 60 or More Months of Reach Up/Time Limits (Reach Up rule 2234) (23-12)

Households who have received 60 or more countable months of Reach Up benefits must engage with Reach Up Services (case management) requirements while receiving Reach Up benefits.

Initial Application Screening Requirements

Screen the ESD 202 and ACCESS to find out how many countable, cumulative months the applicant has received. If it is a 2-parent family, the name and number will appear for the parent with the greater number of months.

Inform the household of the number of months of Reach Up they have received if they have 60 months or more, or if they ask for this information.

Explain that if households are approved Reach Up and do not engage with Reach Up Services (case management) requirements and do not have a good cause reason for not complying, the household's Reach Up benefit could be closed. See Reach Up Services procedures 2350 and 2350A for more details about Time Limit requirements.

Out of State TANF Months

Verify financial assistance received in other states if the Household says they moved to VT in the last 12 months and/or has received financial assistance from any other state since October 1996.

See [Reach Up procedure 221A Verifying Out of State TANF Months](#) for more information.

Closing for not engaging in Reach Up Services

Reach Up Case Managers and Supervisors will determine when a household that has reached their time limit, must close for not engaging in Reach Up services. They will complete the necessary steps and forms and enter participation code 85 (60mo, Reach Up services not engaged) on the WORK panel which will close the household's benefit.

Reapplying After Closure

Households that close for eligibility reasons (i.e. eligibility non-coop, failure to review, etc.) or for not engaging with Reach Up Services can reapply at any time.

Fair Hearings

Fair Hearings Based on Eligibility Reasons

Follow [regular Fair Hearing process](#) if Fair Hearing is based on eligibility reasons.

Fair Hearings Based on 60 Month Requirements

Inform Reach Up case manager and Reach Up Supervisor through email that Fair Hearing was requested and why it was requested if Fair Hearing is based on closure due to not engaging with Reach Up services).

BPS Support

Entering SPEC C CLOCK

See the ACCESS Eligibility Training video: [CLOCK- Viewing and Entering Months](#)

SPEC C CLOCK F10 (Shows individual participant's months—in a 2-parent household each participant will have their own clock)

SSN: NAME:

TANF Months: 1 36 Total Months 2 88 Vermont Countable Months: 3 57

4 Period	5 Funding Stream	6 Other	7 Participation	Minor	8 Countable
2004 12		CLK			
2005 01		CLK			
2005 08		CLK			
2005 09		CLK			
2005 10		CLK			
2005 11		CLK			
2005 12		CLK			
2006 01		CLK			
2006 02		CLK			
2006 03		CLK			
2006 04		CLK			
2006 09		CLK	02		
2006 10	T		02		Y
2006 11	T	MP	02		N
2006 12	T	MP	02		N

PF7-Previous PF8-Next CANCEL / EXIT : _

- 1) **TANF Months:** number of months the participant has received Reach Up or out of state benefits funded by TANF
- 2) **Total Months:** total number of months a participant has received Reach Up and TANF, including Reach Up, PSE, Reach Ahead and Reach First
- 3) **Vermont Countable Months:** number of months a participant has received Reach Up towards their time limit of 60 months, counted through the end of the month prior to the current month
 - Vermont countable months are always displayed as of the last completed month. The current month is not counted in the "countable months" total. For example, a participant with 59 countable months is currently in their 60th month.

4) **Period:** Year and Month for numbers 5 through 8

5) **Funding Stream:** federal or state funded

6) **Other:** These are all reasons why the month does not count

Abbreviation	Meaning
CLK	There is a PERS HIST entry; but no CLOCK entry; no eligibility for the month; and no benefit, or under \$10 for the month.
MP	Minor Parent
\$	The Reach Up benefit was less than \$10
Baby	Young Child deferment (no more than 12 of these months can be non-countable)
Medical	Medical deferment
Fam	Needed in the Home deferment
DV	Domestic Violence deferment
KID	This individual was previously a dependent child in another household

7) **Participation:** Participation code from WORK panel– deferment codes are shown here if the participant was deferred for the entire month; otherwise it defaults to a countable code

8) **Countable:** shows if month was countable towards the 60 month time limit. "N"s and blank, are non-countable months. "Y"s are countable months

CASE D TIME

CASE D TIME in the head of household's SSN, shows how many countable months a family has. In a family with two parents receiving Reach Up, it will show the name and number of months of the parent with the greater number of months.

