

H Jobs Program Preliminary Orientation - WMAT

REVISION 14
(10/01/10 – 12/31/10)

White Mountain Apache Tribe (WMAT) TANF Program participants are required to comply with the Jobs Program Preliminary Orientation (JPPO) – WMAT TANF policy and procedures.

JPPO – WMAT provides new CA participants information about all of the following:

- The WMAT TANF Program
- WMAT TANF participation requirements
- WMAT TANF work and training activities
- WMAT TANF supportive services
- CA benefits are decreased when participants fail to cooperate with the WMAT TANF Program requirements after CA approval

ALL new WMAT TANF participants who are CA Jobs mandatory referrals are required to complete a WMAT JPPO before CA approval. (See [CA Jobs mandatory referrals](#))

Policy and procedures regarding the JPPO are outlined as follows:

- FAA refers new CA Jobs mandatory referrals who meet the requirements for WMAT TANF, to the Tribal TANF Program. This is completed by using the Jobs Program Preliminary Orientation Turn Around Document (TAD) (FAA-1308)

NOTE The FAA-1308 can be found in the [DES Digital Library](#)

- The WMAT TANF Program case manager completes the preliminary orientation and notifies FAA by returning the completed FAA-1308 to the local office
- When the WMAT TANF program case manager notifies FAA whether the participant complied, the FAA EI completes the CA determination
- When FAA does not receive the FAA-1308 or the participant has not complied, complete the following:

Deny the CA application by close of business the work day following the due date on the Information Request and Pending Information Agreement (FA -077)

Key JP in the DENIAL CLOSURE REASON field on AFED

Document CADO that the CA participant did not comply with the JPPO requirement

Send the A208 notice