

N TPEP Jobs Noncompliance

[REVISION 20](#)
(04/01/12 - 06/30/12)

The Jobs Program staff determines when benefits are withheld for noncompliance with the Jobs Program. Jobs Program staff complete all of the following actions:

- Key H1 and H2 on AFPD for the appropriate month allowing for Notice of Adverse Action (NOAA).
- Send the participant the TPEP Benefits Withheld/Denied/Closed (A446) notice. The notice includes all of the following:

The reason the benefit is being withheld.

The [phone number](#) to call in order to obtain additional information.

A statement that benefits are withheld until the noncompliant participant completes the Jobs Program required activities. Notice of the participant's Appeal Rights. (See [TPEP Appeal](#)) Notification that TPEP Cash Assistance will be closed without further notice when a total of three TPEP benefits are withheld in any six-month period.

NOTE When the third benefit is withheld due to failure to comply with a Jobs Program requirement, Jobs Program staff closes the case for the first month possible.

The Jobs Program staff releases the TPEP benefit when the participant completes all Jobs Program required activities for a full two-week period. Jobs staff then notifies the participant the benefit is available.