

## Policy Clarification

### Cash Assistance – All - PCA-22611-135

### Employment & Training – All - EPP-22611-135

Submitted: September 25, 2026

Agency: CAOs

Subject: Hourly Road to Economic Self-Sufficiency through Employment and Training (RESET) requirements for Mandatory Extended Temporary Assistance for Needy Families (ETANF) Recipients

Question: When an individual is assigned Hardship Track 4, are partial hours of RESET activity acceptable to maintain ETANF eligibility?

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Response By: BEP

Date: September 25, 2025

No, individuals assigned to Hardship Track 4 must adhere to the hourly requirements outlined on their Agreement of Mutual Responsibility. See the following guidance:

#### **PARTICIPATION REQUIREMENTS OF HARDSHIP TRACK 4**

##### Mandatory individuals:

- Must complete 30 hours per week of RESET activity.
- Partial hours are not acceptable unless good cause is established.

##### Mandatory With Good Cause (GC):

Individuals granted GC who do not qualify for Hardship Tracks 1-3 must complete:

- A *total* of 30 hours per week:
  - A minimum of 20 hours a week of RESET activity, **plus**
  - Up to 10 hours/week of GC (entered on the Employment and Training Program screen),
    - GC cannot exceed 10 hours.
    - If GC exceeds 10 hours, the individual must be referred to Track 2 Maximizing Participation Project for intensive case management (See: [Cash Assistance Handbook \(CAH\) 135 Appendix H](#)).

## **NOT MEETING HOURLY REQUIREMENTS**

A compliance review must be scheduled when a Track 4 participant does not meet required hours.

- If enrolled with a contracted program, the program initiates the termination to start the compliance review.
- If the County Assistance Office (CAO) determines the participant was willfully non-compliant, the CAO will initiate the sanction process as outlined in [CAH 135.7](#).
- If the participant is employed 30 hours/week and in a CAO-directed project, the CAO may initiate the compliance review when hours are not met.

For more information on RESET requirements for ETANF recipients, see [CAH 135.8](#).