

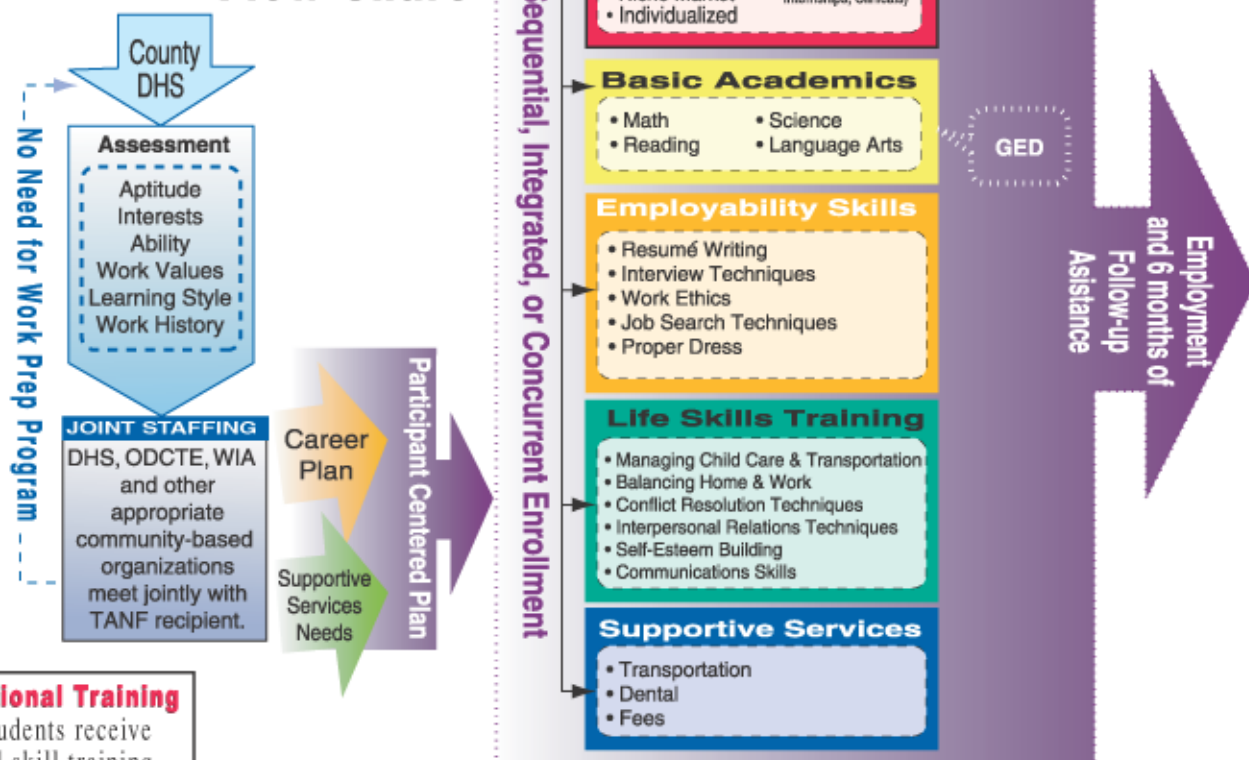
# Work Prep (TANF) Program

Oklahoma was one of the first states to implement the Job Opportunities and Basic Skills (JOBS) program under the Family Support Act of 1988. Oklahoma continues to expand the program under the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

This 1996 law requires, under Title I-Block Grants for Temporary Assistance for Needy Families (TANF), that welfare recipients participate a minimum of 30 hours per week in a work activity. Up to 12 months of vocational training can be counted as a work activity.

Since welfare recipients may receive assistance for only five years, the Department of Human Services (DHS) recognizes the urgency of helping them find employment. In a unique and cooperative effort, DHS and the Oklahoma Department of Career and Technology Education (ODCTE) have agreed to fund 20 TANF programs at more than 29 technology center campuses across the state. TANF students will have an opportunity to enroll in full-time, short-term, niche market, or individualized skills training and receive employment services. TANF students are eligible for the following services as a part of the vocational training programs at technology centers.

## Work Prep (TANF) Program Flow Chart



### • Basic Academic Education

TANF students are taught math, reading, grammar, and other academic subjects needed to be successful in their training programs and their jobs. Recipients may receive a GED as a result of this academic training.

### • Life Skills Training

TANF students learn the work ethic necessary to retain employment and balance work and home responsibilities.

### • Employability Skills

TANF students learn how to create a resumé, complete an application, and interview for a job along with other workplace and technical skills needed to find and retain employment related to their training.

### • Vocational Training

TANF students receive technical skill training related to a specific occupation.

### • Niche Market Training

Vocational training programs are created to train TANF students for high-demand occupations that pay a self-sufficient wage.

### • Individualized Work-Based Training

This vocational training is for a specific job opening identified by a business or industry. The potential employer provides the learning environment and the TANF staff, collaborating with the employer, designs and implements the instruction.

*For additional information, call Lou Ann Hargrave, TANF Coordinator, (405) 743-5128*

- ODCTE and DHS invest \$3.9 million annually in this program.
- Grants and local funds provide a budget, based on the previous year's performance, for each TANF program in the ODCTE system.
- Approximately 1,700 TANF clients are served.
- Completion target for clients served is 80 percent.
- Placement target for clients completing training is 75 percent.