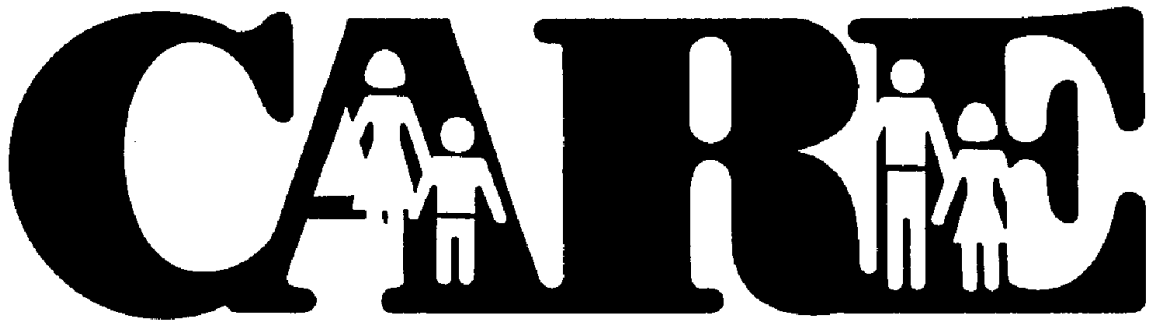


CARE

(Cooperative Agencies Resources for Education)



INFORMATION

HANDBOOK

Copper Mountain College

PO Box 1398

Joshua Tree, CA 92252

760-366-3791 Ext. 4247

WHAT IS CARE?

Program History:

In 1982, the State established the Cooperative Agencies Resources for Education (CARE) program in the California Community Colleges as “a unique educational program geared toward the welfare recipient who desires job-relevant education to break the dependency cycle” (Assembly Bill 3103, Hughes, Statutes of 1982, Chapter, 1029). Fifteen programs were funded that first year with an appropriation of \$250,000. As of September 1998, 106 accredited colleges in 71 districts of the California Community Colleges system offer CARE programs and services annually to over 11,000 welfare-dependent single heads of household who seek a viable alternative to continued public assistance for personal and family support. CARE is the only state-funded program of its kind nationwide.



CARE Eligibility

1. CARE participant is currently receiving assistance from CalWORKs
 - a. a. Students who currently receive CalWORKs cash aid (at least one dollar) for themselves and/or child(ren) and have an active CalWORKs case number, may be eligible for, and receive assistance and services from CARE.
 - b. b. Students receiving Medi-Cal, SSI or food stamps assistance only, but not CalWORKs, are eligible for CARE as long as they have an active CalWORKs case number for the household and either the student or child is receiving cash aid.
 - c. c. Students not receiving CalWORKs cash aid due to a prior drug felony conviction, sanctions or time-limited status, but whose dependent(s) are cash aid recipients, are eligible for CARE.
2. The participant has at least one child at the time of admission into the CARE program.
3. The participant is at least 18 years old and a single head of household.
 - a. CARE will defer to the county welfare department's definition of "single head of household" for the purpose of determining CARE program eligibility.
 - b. A CARE student may be legally married, but is recognized by the county welfare department as a single head of household because his/her spouse is incarcerated, legally separated or has abandoned the household. Note: Although a waiver is not required in this particular situation, a document or certification from the county welfare department verifying the student's single head of household status should be kept in the student's CARE file.
 - c. A student's marital status may be "single and not married," but may be determined by county welfare department to be in a two-parent family unit and therefore is not eligible for CARE.
 - CARE program must maintain CalWORKs eligibility verification in student's CARE file.
4. CalWORKs written verification (Untaxed Income Verification form) must be obtained from the county Social Services department at the beginning of each semester.

- a. Student's continued eligibility for CalWORKs shall be updated during mandatory CARE Orientations.
5. The CARE participant must be EOPS-eligible in accordance with all eligibility criteria as outlined in Title 5 regulations, which includes being enrolled in 12 units or more when accepted into the CARE program. Exceptions may apply to ACCESS students on a reduced load or students enrolled in a special major. (e.g. nursing, in which students are enrolled in less than 12 units, but are still considered full-time in college)
6. The CARE participant must apply for federal financial aid.
7. The CARE participant may pursue an educational, vocational or job training program in the community college which leads to a certificate or degree objective. Note: CalWORKs recipients must adhere to educational and training programs approved by county welfare department.

STUDENT RESPONSIBILITIES

1. Attend CARE Orientation
2. Complete and file FAFSA
3. Complete and turn in application and Untaxed Income Verification Form
4. Remain in good standing with EOPS
5. Check with EOPS periodically for any updates
6. Report any changes including address, phone numbers, CalWORKs eligibility, marriage or reconciliation with his/her spouse, or any other changes that may affect his/her CARE status

CARE Orientation

All CARE students must attend the CARE Orientation at the beginning of each semester. The Orientation will provide the CARE student with information about the program and its staff. The student will learn what is expected of him/her as a CARE student and any changes to the program from the previous semester. Failure to attend the orientation will disqualify the student from the program. No children will be allowed to attend.

If a student is unable to attend the orientation due to extenuating circumstances and wants to be in the CARE program, he/she must contact the Program Assistant.

Services

Program participants may be eligible to receive a CARE grant for educationally related expenditures; e.g. childcare, transportation, fuel, meals, textbooks, and school supplies. Grants are awarded as a means of strengthening the retention, persistence, and graduation of the student. CARE provides personal development activities, workshops and referrals to campus-and community-based resources to assist the student in his/her educational success.

Students participating in CARE may choose a vocational certificate or license, associate degree or transfer program options. The selections of educational or career choices are facilitated with the assistance of EOPS/CARE counselors.

Book Service

CARE provides book service for students that are receiving cash aid for their children, but they themselves are no longer welfare to work eligible. This service is also based on his/her financial need.

Food Cards

Each CARE Student is eligible for one \$25 food card per month. The student will have until the 10th of each month to pick up the food card. No exceptions will be made.

Gas Card/Bus Pass

Each CARE Student is eligible for three \$25 Gas cards/Bus Passes per term. Students will receive a gas card/bus pass for every required contact made within the allotted time. Students must pick up their gas card/ bus pass immediately following the contact. If the student forgets they will only have one week to claim the card or pass. **NO EXCEPTIONS!** If a student chooses the gas card option, the automobile must either be registered or insured in the student's name. Students will need to bring in verification.

CARE Activities

Every semester CARE attempts to provide a parent/child activity day. This day is designed to give parents the opportunity to spend quality time with their children. These activities are for the CARE parent and their children only. No other guests will be admitted. No Exceptions!

Grants

All Grants are based upon State Funding and may vary per semester.

CARE Grant

This grant is available to each CARE student for educational expenses including, but not limited to, childcare, transportation, fuel, meals, textbooks, and school supplies. Grant amounts will be calculated upon the number of enrolled units after the last day to drop classes.

Transportation Grant

This grant is available to CARE students who drive his/her own vehicle to school for the purpose of automobile maintenance (\$100/semester, dependent upon state funding). The automobile must either be registered or insured in the student's name. To be eligible for payment, the student must provide EOPS with a receipt from the repair shop and a copy of the registration/insurance.

Check Disbursement

Checks will be released to those students who have met all EOPS and CARE requirements at the end of the semester. Checks will be picked up at the EOPS/CalWORKs Counter.

*All services are based upon state funding.

Signature Page

I have been given a copy of the Copper Mountain College EOPS/CARE handbook(s). I understand and agree to the guidelines and policies and I will abide by them. Failure to do so could result in termination from the program(s). **I give permission for EOPS/CARE staff to discuss my educational progress on a “need to know” basis. I have been given a copy of this document. If I do not comply with these rights and responsibilities, I will be notified in writing of my impending suspension of services. I will have the opportunity to appeal the decision.

(Do not sign this page; a separate page will be given to you at EOPS/CARE kick-off.)

Print Name

Date

Student Signature

EOPS Signature

Rules of Confidentiality

Everything you say will remain confidential except for the following that are mandated by the state to report.

- 1) Threat of Suicide
- 2) Threat of Homicide
- 3) Child Abuse
- 4) Elder or Adult Abuse
- 5) Subpoena

****Academic records and grant information will be shared with ACCESS, CalWORKs, Academic Counselors, and Financial Aid.**

