

RAIS FAMILY SELF-SUFFICIENCY PLAN – AFTER 6 MONTHS IN US AND EMPLOYABLE

I understand that in order to get help from the RAIS program, I must complete and follow a Family Self-Sufficiency Plan. Following this plan will help me get a job and earn income so my family can be independent and successful in Alaska. I will set realistic goals for my family’s progress, and plan activities that will move us toward our goals. I understand that I should follow this plan and participate in the activities developed by me and RAIS in order to best achieve my goals and in order for the RAIS program to best serve me and my family.

Name: **For Clients who have been in US more than 6 months but still unemployed**

Date of plan:

Client ID #:

My employment goal is: To obtain full time employment in the field of customer service

To obtain full time employment in the field of medicine (such as entry level PCA/CNA)

To obtain full time employment in the field of labor

To obtain full time employment in the field of child care

PICK ONE BELOW

I intend to reach this goal within 6 months of this plan.

I intend to reach this goal and reduce Cash Assistance within 6 months of this plan.

To reach my employment goal, I must take steps to achieve the following intermediate goals:

Intermediate Goal	Steps	Review date	Completion\ Goal date
Build Job Readiness Skills	Attend English classes at Anchorage Literacy Program or at NineStar. Achieve 85% attendance	Suggest six months	Suggest six months
	Attend the Job Readiness classes according to your schedule at this office. Achieve 85% attendance.	Suggest six months	Suggest six months
	Attend all requested meetings with Employment Services Coordinator to assist you with on-line applications.	Suggest six months	Suggest six months
Engage in Job Search	Attend all interviews that you are called for.	Suggest six months	Suggest six months
	Talk to people that you meet in Anchorage about job possibilities and report those to your case manager or to Antonio.	Suggest six months	Suggest six months
	Ask for job applications at places that you go to such as grocery stores, clothing stores, hotels or gas stations. Bring these to your case manager or to the Employment Services Coordinator for help in completing and submitting.	Suggest six months	Suggest six months
Remove barriers to employment	If childcare is an issue: Complete application for PASS 1 Childcare.	Suggest six months	Suggest six months
	Look for a child care provider that can look after your children and let your case manager know when you have found one.	Suggest six months	Suggest six months

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Immigration Activities	> 10 months in the US. Once you have been in the US at least 10 months, you need to start the process of Adjustment of status. Meet with the RAIS immigration status to complete the process for submitting your AOS application including following through with obtaining medical vaccine record and passport pictures.	Suggest 6 months	Suggest 6 months
	> 50 months in the US. You need to start the process of applying for Naturalization. Enroll in a citizenship class or request a workbook from RAIS. Meet with RAIS immigration staff to review process.	Suggest 6 months	Suggest 6 months

Support or accommodations needed to complete the plan (transportation, childcare, etc.):

Service	Who will arrange for it?	Who will provide it?	Who will pay for it?
Monthly Bus Pass	CM will request this each month that you are completing activities during these 6 months	CSS-RAIS, this office	DPA
Interview/work clothing – when you have an interview scheduled and/or a job offer	CM will request one time authorization of expense.	CSS-RAIS, this office	DPA
Taxi Service	CM will allow you to take a taxi when the bus is not available or when you do not know the bus route	CSS-RAIS, this office	DPA
English Language Classes and books	CM will authorize tuition and supplies based on enrollment.	CSS-RAIS, this office	DPA

Work requirement status:

I am required to participate in work and work readiness activities developed by me and RAIS. Activities I may need to participate in include employment, job reach, volunteer work experience, job sampling, on-the-job training, job readiness instruction, education or job training. If I am also receiving ATAP, my DPA FSSP will be based on this plan and my compliance with it.

I am excused from work and work readiness activities until _____. But, I am still required to develop a plan and participate in family support activities that will lead to self-sufficiency for my family.

I am excused from work and participation in other work activities but I will volunteer to participate in these activities.

My next appointment with my case manager will be: _____ at _____.

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I agree to keep this appointment and participate in reviewing and updating my family's plan.

Changes to this plan:

I understand that I must contact my case manager if I want to make any changes to this plan.

My signature below acknowledges that I understand and will follow the above plan to the best of my abilities.

Additional information: _____

Participant Signature: _____ Date: _____

Participant Signature: _____ Date: _____

Case Manager Signature: _____ Date: _____

Participant Signature to show they received a copy: _____

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