

AGENCY NAME
AGENCY ADDRESS
CITY, WI XXXXX-XXXX

Date: MM/DD/CCYY

PARTICIPANT NAME
PARTICIPANT ADDRESS
CITY, WI XXXXX-XXXX



State of Wisconsin
PIN
0000000000
Case Number
0000000000

Wisconsin Works (W-2) Worker:
WORKER NAME
Phone Number: (999) 999-9999

Notice of Noncooperation with Wisconsin Works (W-2) Requirements

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m), Wisconsin Statutes].

W-2 participants need to provide information and participate in activities in order to continue getting W-2 payments and services.

Your W-2 worker has determined that:

- An adult in your W-2 Group did not complete assigned job search activities.
- Your W-2 worker has tried to contact you many times and has not been able to reach you for over 30 days.
- You did not attend your Employability Plan (EP) review appointment. You must call your W-2 worker as soon as possible to ask for a rescheduled appointment. Your case will close if your EP expires because you do not meet with your W-2 worker. You will no longer receive W-2 payments and services if your case closes.
- An adult in your W-2 Group did not apply for other assistance programs as assigned by your W-2 worker.

Date of Noncooperation: MM/DD/CCYY.

Additional Worker Comments: Up to 250 characters.

Action Needed

What should I do now?

Call your W-2 worker as soon as you get this letter and tell your worker why you did not cooperate with the requirement(s) listed above. Your worker can be reached at the phone number listed at the top of this letter.

What will my W-2 worker do?

Your W-2 worker will decide whether you have a good reason for not cooperating. This is called "good cause".

Your W-2 worker will let you know if you need to provide proof of good cause and how proof can be provided. If proof of good cause is needed, you have to give your worker this proof by MM/DD/CCYY.

What will happen if I don't call my W-2 worker?

Your case will close if your W-2 worker does not hear from you, or if you do not give your worker proof of good cause by the due date. You will get a Notice of Eligibility if your case is going to close telling you the date you are no longer eligible for W-2.

DO YOU NEED AN ACCOMMODATION?

If something might keep you from doing your W-2 activities, please tell your W-2 worker right away. If you need an accommodation to do your W-2 activities, please ask your worker shown on page one of this notice. Accommodations are changes that make it easier to do your W-2 activities. You may also want to tell your worker about any domestic violence now or in the past.

If you aren't sure if you need an accommodation, you may ask your worker to help you review your Informal Assessment. You may also ask your worker to help find a doctor who can help explain what might be stopping you from doing your W-2 activities. The Informal Assessment and doctor reports will give your worker more information about work site accommodations you may need.