

Section 7.4.1: Community Service Job (CSJ)

7.4.1.4 Prorated CSJs

The prorated CSJ placement is for W-2 applicants and participants who are working in unsubsidized employment for less than 30 hours per week and have limitations to increasing their work hours, or obtaining additional job(s). Hours of activities and payments are prorated to one of the following three levels:

- **1/3 CSJ:** Participants placed into 1/3 CSJs receive a payment of \$218 for up to **10** **20** hours of **activity per week which may include a combination of** work training and **up to a maximum of** 10 hours of education and training **activities per week**. (Participant working in unsubsidized employment 20 to 29 hours per week)
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- **1/2 CSJ:** Participants placed into 1/2 CSJs receive a payment of \$327 for up to **10** **25** hours of **activity per week which may include a combination of** work training and **up to a maximum of** 10 hours of education and training **activities per week**. (Participant working in unsubsidized employment 15 to 19 hours per week)
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- **2/3 CSJ:** Participants placed into 2/3 CSJs receive a payment of \$435 for up to **10** **30** hours of **activity per week which may include a combination of** work training and **up to a maximum of** 10 hours of education and training **activities per week**. (Participant working in unsubsidized employment 10 to 14 hours per week)

The total combined number of hours of activities and unsubsidized employment must not exceed 40 hours per week for anybody placed in a prorated CSJ. Participants working up to nine hours per week in an unsubsidized job or a non-W-2 funded subsidized job may be granted a full CSJ payment. Participants working 30 hours or more per week in an unsubsidized job or a non-W-2 funded subsidized job are not eligible for a prorated CSJ.

Activities assigned to prorated CSJ participants must be specifically designed to assist the participants with overcoming their employment limitations within a reasonable time period. For information on combining the aggregated education and training policy with the prorated CSJ policy, see [8.3.2.4](#).

PRORATED CSJ HOURS TRACKING CHART

BWF Operations Memo 22-14 Attachment

		Hours in Unsubsidized Job	Maximum Work Activities	Maximum Education & Training	Total
Full CSJ \$653.00	1	29	10	40	
	2	28	10	40	
	3	27	10	40	
	4	26	10	40	
	5	25	10	40	
	6	24	10	40	
	7	23	10	40	
	8	22	10	40	
	9	21	10	40	
	10	20	10	40	
2/3 CSJ \$435.00	11	19	10	40	
	12	18	10	40	
	13	17	10	40	
	14	16	10	40	
	15	15	10	40	
1/2 CSJ \$327.00	16	14	10	40	
	17	13	10	40	
	18	12	10	40	
	19	11	10	40	
	20	10	10	40	
	21	9	10	40	
	22	8	10	40	
	23	7	10	40	
1/3 CSJ \$218.00	24	6	10	40	
	25	5	10	40	
	26	4	10	40	
	27	3	10	40	
	28	2	10	40	
	29	1	10	40	
	30	0	0	30	
Generally Not Eligible	31	0	0	31	
	32	0	0	32	
	33	0	0	33	
	34	0	0	34	
	35	0	0	35	
	36	0	0	36	
	37	0	0	37	
	38	0	0	38	
	39	0	0	39	
	40	0	0	40	

No further changes to Chapter 7.