



NON CUSTODIAL PARENT PROGRAM

What is the purpose of the program?

To assist low-income, unemployed, non-custodial parents to better support their children through mandatory work assistance by providing employment services to them.

What services can the customer expect?

Support Services: bus/gas card, forklift certification, limited short vocational-training, eye-glasses voucher, and incentive card
Universal Services: Fax, telephone, copies, computers, Internet access, free workshops, job listings, referrals, community resource information, child care and transportation information, GED assistance, career planning and exploration, www.workintexas.com, www.urgjobs.org

How do customers qualify?

Must be a non-custodial parent and the following:
6 months or more behind in child support payments, and
Associated with families who are currently or previously received TANF and/or Medicaid and/or Food Stamps, and
Reside in the geography served by the participating local workforce development board, and
In need of employment services, Additional income (second job), or Job search

What is the process/flow?

Program Orientation;
Job Search/Development; Case Management to determine additional needs; Support services, as determined; Universal Services.

Who can assist the applicants?

Job Developer, Career Counselor at Workforce Solutions Upper Rio Grande

What documents does the customer need to provide?

Eligibility is determined by Court IVD

Where Customers Go For Help!

See Highlighted CAREER CENTERS

Downtown Office
300 E. Main
El Paso, Texas
915.313.3000

Eastside Office
1359 Lomaland
El Paso, Texas
915.887.2500

Northeast Office
9740 Dyer
El Paso, Texas
915.887.2820

Westside Office
5070 Doniphan
El Paso, Texas
915.887.2730

Ft. Bliss Office
2494 Ricker Road
El Paso, Texas
915.566-8649

Van Horn Office
704 Broadway
Van Horn, Texas
432.283.1170

Alpine Office
710 Holland Ave.
Alpine, Texas
432.837.9800

Fabens Office
206 S.E. 8th Street
Fabens, Texas
915.764-4285

Presidio Office
100 Market
Presidio, Texas
432.229.8327

Ysleta del Sur Pueblo Office
11100 Santos Sanchez
El Paso, Texas
915.872-8648



Top 5 frequently asked questions

- 1) Why do I need to participate in the Trabajo Andale program?**
In order to participate in the program, a court order is needed and signed by a Judge. If a non-custodial parent (NCP) is behind on their child support payments, Workforce Solutions will intervene and attempt to find employment for the NCP.
- 2) Does Trabajo Andale automatically have jobs available to begin employment?**
No, employment is not automatically given; however, information regarding employers, job fairs, and workshops are given. It is the NCP's responsibility to attend the job fairs, follow the leads given to them.
- 3) Does Trabajo Andale offer training?**
At this time, the program offers support services, such as gas or bus transportation, and forklift certification.
- 4) Are there any pre-requisites for eligibility in the Trabajo Andale Program?**
Yes, the Custodial Parent must either be a former or current recipient of Food Stamps, Medicaid, or Welfare. Also, the NCP must be behind on their child support payments within a 3-month period and be either unemployed or underemployed.
- 5) How long is the program?**
It is the duration of 9 months. Once employment is obtained, the program will call to verify employment on a monthly basis.



All Performance Measures

Non-Contracted

Entered Employment (target 65%)
Employment Retention (target 50%)



Funding Code:

One Stop Services, sub fund code 26 (Non Custodial Parent Project)



The rules that govern how the program is operated

TAC Chapter 833



Aligned with Strategic Goal(s)

5.1 Increase the number of services and opportunities to individuals who face challenges and barriers to full employability.



www.urgjobs.org