

## Ohio Works First (OWF) Extensions



### What is Ohio Works First?

Ohio Works First (OWF) is Ohio's cash assistance program for families with children. Generally, Ohio limits cash assistance to 36 months, other than in "child only" OWF cases. Child Only OWF is a benefit paid to a caretaker relative (non-parent) for the child/children only. Through extensions, you can get up to 60 months total OWF. There are 3 types of state extensions: **(1) State Hardship (2) Good Cause (3) Domestic Violence. There is also a Federal Hardship extension.**



### Have you used up your 36-months of OWF cash assistance?

If so, you may be eligible for extra months of OWF if you have a child in your home or, are at least 6 months pregnant, and the **time limit created a hardship** or made it hard to meet the needs or care for your family. You should talk with your local JFS about requesting a hardship extension.



### When should I apply for a State, Domestic Violence, or Federal Hardship extension?

You should apply for a State (County), Domestic Violence or Federal Hardship extension if:

- You get notice that your OWF will be stopping because you used your 36 months;
- You or others in your home are suffering from threats or acts of domestic violence;
- You get notice that your OWF will stop because you used 60 months;
- An extension expired and the time limit still makes it hard for you to support your family



### Where do I apply for an OWF extension?

You can ask for an Extension form from your local JFS. You can go in person to request a form or do so over the phone.

**TIP:** When you submit your Extension Request form and/or application for OWF ask for a copy of your request AND any documents you give to JFS. Get a document receipt to prove what you gave your local JFS. To find your local JFS, see: [ifs.ohio.gov/County/County\\_Directory.pdf](https://ifs.ohio.gov/County/County_Directory.pdf)



### What happens if my extension request is denied?

After you apply for an extension, you will get written notice of JFS' decision, with appeal rights. If you disagree with the decision, you can request a state hearing within 90 days after the mailing date on the notice. Fill out the hearing request form that is part of the notice. Then:

- Mail it to the Bureau of State Hearings, or
- Give it to the County JFS office, or
- Fax it to the Bureau of State Hearings at (614) 728-9574, or
- Email your request to the Bureau of State Hearings at [BSH@ifs.ohio.gov](mailto:BSH@ifs.ohio.gov).

**TIP:** Keep a copy or take a photo of your request if possible. If you give it to your local JFS, ask for a document receipt. If you mail it, make a note about the date it was mailed. Be sure to follow the instructions on your notice.

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*The information on this flyer is not legal advice. If you are seeking representation or legal advice, please contact LASC. An attorney-client relationship does not exist between you and LASC.*

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**How to contact LASC:**

**[www.columbuslegalaid.org](http://www.columbuslegalaid.org)**

<p><b>Franklin &amp; Madison Counties</b></p> <p>Call (614) 241-2001 or Toll Free 1-888-246-4420</p> <p>1108 City Park Avenue, Columbus, OH 43206</p> <p>Office Hours: 8:30am-5:00pm Monday-Friday</p>	<p><b>Delaware, Marion, Morrow, &amp; Union Counties</b></p> <p>Call (740) 383-2161 or Toll Free 1-888-301-2411</p> <p>150 Oak Street, Marion, OH 43302</p> <p>Office Hours: 9:00am-5:00pm Monday-Friday</p>
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