

PUTNAM COUNTY JOB & FAMILY SERVICES

PRC Plan

Fiscal Years

2016-2017

Effective October 1, 2015

Statement of policies

(Pursuant to ORC 5108.04)

The Prevention, Retention, and Contingency hereafter referred to as (PRC) Program is established under section 5108.02 of the Ohio Revised Code. The Ohio Department of Job and Family Services administer the program in accordance with Title-A of the social Security Act 42 USC, as amended. Federal regulations, state law, the Title-A state plan and amendments to the Plan. Programs are designed to provide benefits and services to needy families and low-income employed families who are in need of help with essential supports to move out of poverty and become self-sufficient. These supports include nonrecurring, short-term, crisis-oriented benefits and ongoing services that are directly related to one or more of the four purposes of the TANF program (reference 45 CFR 260.20) which do not meet the federal definition of assistance as defined in 45 CFR 260.31(a), or benefits and services excluded from the definition of assistance pursuant to 45 CFR 260.31(b)

1. To provide assistance to needy families so that children may be cared for in their own home or in the homes of relatives;
2. End the dependence of needy parents on government benefits by promoting job preparation, work, and marriage;
3. Prevent and reduce the incidence of out-of-wedlock pregnancies; and establish annual numerical goals for preventing and reducing the incidence of these pregnancies.
4. Encourage the formation and maintenance of two-parent families.

Nonrecurring, short-term benefits (of tangible value) address discrete crisis situations and do not provide for needs extending beyond four months. These nonrecurring benefits may encompass more than one payment a year, as long as the payment provides short-term relief and addresses a discrete crisis situation rather than meeting ongoing or recurrent need.

PRC services (of no tangible value to the recipient) may be provided on an ongoing basis.

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Assistance Group Composition

PRC benefits and services are available to a family assistance group (AG) which includes a minor child or pregnant individual as defined in section 5107.02 (E) of the Ohio Revised Code (ORC). Some PRC benefits and services are also available to the non-custodial parent (NCP) (who lives in the county and does not live in the same household as the minor child) of a minor child

and who is cooperating with applicable Child Support orders. At a minimum, an eligible family must consist of a minor child who resides with a parent, caretaker relative, legal guardian or legal custodian, or consist of a pregnant individual.

A family may be eligible for PRC services/benefits when a child is temporarily absent from the home of a custodial parent, specified relative, legal guardian or legal custodian. A child may be temporarily absent from the home for up to six months in accordance with the time periods in ORC 5107.10 and 5101:1-3-04 Ohio Administrative Code (OAC). During the temporary period, the child is considered to be residing with the parent, caretaker relative, legal guardian, or legal custodian.

An eligible family may also consist of a minor child residing with a parent, specified relative, legal guardian or legal custodian, as defined in section 5107.02 of the Ohio Revised Code and other members of the household (who may or may not be related to the minor child) who may significantly enhance the families' ability to achieve economic self-sufficiency.

Eligibility

In order to receive PRC benefits and services, a member of the AG must be a citizen of the United States or a qualified alien as defined in Section 5506(d) of Public Law 05-33 (the Balanced Budget Act of 1997).

Eligibility for PRC for benefits and services to meet purposes 1 and 2 of TANF is dependent upon the AG's demonstration and verification of need for financial assistance and/or services.

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In order for eligibility to be determined, the income of the AG must be compared to the economic need standard established for the benefits and services requested. The economic need standards are based upon federal poverty guideline measures which shall be updated annually, when the federal poverty guidelines are released. When determining eligibility for the PRC AG to receive benefits or services, the AG's income must be equal to or less than the economic need standard. (See Scope of Coverage Chart.) Eligibility for services may also be determined by current enrollment in other means tested programs. Eligibility for PRC for benefits and services to meet purpose 3 and 4 of TANF is available without regard to financial need. (Ref 5108.05 (A))

Putnam County Job & Family Services reserves the right to deny PRC (or condition its approval) to any applicant who has demonstrated a pattern of failure to use their own resources to meet their needs.

INFORMATION REGARDING CONSUMER'S SOCIAL SECURITY NUMBER

Generally, if consumers are applying for PRC benefits, they must provide the social security number of only those persons they are seeking the benefits for. However, there may be instances where we need the social security numbers of members of the household to verify income or other eligibility criteria to determine eligibility even though they are not seeking PRC benefits themselves. We may decide that certain members of the family are not eligible for PRC because, for example, they do not have the correct immigration status. If that happens, other family members may still be able to get PRC if they are otherwise eligible. Social security numbers may be used when contacting appropriate persons or agencies to determine consumer's eligibility and verify information given for PRC; for example, income, disability benefits or other similar benefits and programs. Such information may affect household eligibility for PRC. Social security numbers may be used for a felony warrant match; a match of persons in violation of probation or parole by law enforcement agencies; or for purposes of investigations, prosecutions, and criminal or civil proceedings that are within the scope of law enforcement agencies' official duties.

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Income

The total gross income, both earned and unearned, of all adult members of the PRC AG shall be counted (earnings of a minor child, as defined in section 5107.02(E) of the Ohio Revised Code, shall not be included) This includes all income which is normally exempt or disregarded when determining eligibility for Ohio Works First (OWF) or Disability Assistance (DA). All income which is received or expected to be received during the thirty (30) day budget period is considered when determining financial need. The 30 day budget period begins 30 days projected from the date of the PRC application unless this period of time does not accurately reflect expected income. In this instance, income received 30 days prior to the date of application may be utilized.

For cases in which the income cannot be accurately obtained, the implementation of practices that are reasonable and prudent should occur when determining countable income. A signed ODJFS 7341, Applicant/Recipient Authorization for Release of Information should be obtained from the applicant for an inquiry. Once the release is received, verification which is obtained by phone must contain clear documentation in the PRC AG=s record concerning the name and position of the supplier of the information, the date of the verification was obtained, the amount of the verified income, and the name of the individual who obtained the verification. A self-declaration method of income verification may be used for some Child Welfare Services, Disaster Relief Services, and Contingency Benefits for victims of domestic violence.

Unearned Income

The following are examples of unearned income which must be counted. These are examples only and are not meant to be an all-inclusive list:

RSDI Benefits
*Alimony and child support
Veteran Administration Benefits
Workers Compensation Benefits

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Lump-sum payments (including tax refunds)

Unemployment Benefits

Pension and Retirement Benefits

Strike Benefits

Investment Income

Rental Income

OWF, DA, or Supplemental Security Income (SSI) payments

*Note: For non-custodial parents, child support payments will be disregarded from gross income.

Earned Income

Earned income is income in which the AG member must perform some type of labor or service to receive it. The following are examples of earned income. This is not intended to be an all-inclusive list:

Earnings from work as an employee

Earnings from self-employment

Strike benefits if striker is required to perform services in order to receive them

Training allowances

Excluded Income

The following income is excluded in determining eligibility for PRC benefits and services. Excluded income includes all income that is federally excluded in determining eligibility for federal needs-based programs; income that is excluded for food stamp and OWF eligibility purposes; the amounts of drug discounts and transitional assistance received under the Medicare Prescription Drug, Improvement, and Modernization Act; Monetary allowances paid under Section 401 of the Veteran's Benefits and Health Care Improvement Act of 2000, and Child Support refunds made by ODJFS as a result of the Governor's Executive Order pursuant to Am S.B. 170. With the above exceptions, the total gross income, both earned and unearned, of all the PRC AG members, must be counted. Exception: 1.) The gross earnings of a minor child in the Assistance Group who is a full-time student, as defined by the school, unless the minor is a parent. Minor child is defined in

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Section 5101:02 of the Revised Code. There are no deductions or exclusions allowed from any type of countable income. Exception: 1.) Child Support payments paid by an assistance group member for a child outside the assistance group. The amount paid, up to the amount ordered, is excluded. Written or verbal verification of income is required. For any verification which is obtained by phone, there must be clear documentation in the PRC AG record concerning the name and position of the supplier of the information, the date the verification was obtained, the amount of the verified income, and the name of the individual who obtained the verification. If income verification is unavailable, the client's statement will be documented and may be accepted. The gross amount of the PRC AG's countable income totaled and compared to the amount which is at or below the required percentage of the corresponding poverty level. If the total PRC AG income is equal to or less than the required percentage of the corresponding poverty level, the PRC AG meets the income requirements.

Residence

PRC benefits and services are available to residents of Putnam County. Residence is established by living in the county voluntarily with the intent to remain permanently or for an indefinite period. Residence is also established by an applicant who is not receiving assistance from another county and entered the county with a job commitment or seeking employment, whether or not currently employed. Transient families may be eligible for Child Welfare Services.

Fraudulent Assistance

A PRC AG that is discovered to have fraudulently received or improperly disposed of PRC benefits or services will be required to reimburse the Putnam County Department of Job & Family Services the full cost of the benefits or service and may be subject to possible prosecution. Providing false information on the application will render the household ineligible for any PRC for a twenty-four (24) month period.

Ineligible Family AGS

Federal and State law must be adhered to when providing PRC benefits and services. Listed below are federal and state prohibitions based upon 42 U.S.C.608, section 431 of PRWORA (as

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amended by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 and the Balanced Budget Act of 1997), and the ORC:

- No assistance for families without a minor child (except in relation to purposes 3 and 4 of TANF).
- No assistance to a single individual, unless such individual is pregnant (with above exception).
- No benefits or services to an individual who is not a citizen of the United States or a qualified alien.
- No assistance for families who fraudulently receive assistance under the OWF and PRC program until repayment occurs. Ref. 5101.83 of the ORC.
- No assistance for the non-custodial parent who is not currently cooperating with applicable Child Support orders.
- No medical services for families except for pre-pregnancy family planning services.
- 7. No Contingency assistance for households under OWF or FSET sanction, excluding households currently involved with Children Services.
- 8. No assistance for fugitive felon

Program Operation

To ensure fair and equitable treatment of families applying for PRC, the program shall be continuously in operation according to the standards of policy and procedure as set forth within this document. The covered benefits or services or the amounts specified for the benefits and services listed in the Scope of Coverage Chart may not be reduced, limited, or restricted unless the Chart is amended. PRC assistance must be authorized with a demonstrated expectation that the PRC AG will then be able to function without additional help.

Scope of Benefits/Services

The attached chart contains the scope of benefits and services provided the chart also contains the assistance groups served, the economic need standards for the particular benefit/service, caps on benefits/services, and the targeted groups. The Self-

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Sufficiency Contract and/or Social Service Case Plan may be used to customize service delivery specific to the family=s circumstances.

Standard of Promptness

The focus of this program is to provide and authorize benefits and services within ten (10) days of the receipt of a signed application. In some instances, this time frame will not be met due to unavoidable delays on the part of the applicant or the agency due to the efforts to secure verification of information relevant to the determination of eligibility.

The ten-day standard of promptness is a suggested time frame that is intended to stress the importance of dealing with PRC applications in an appropriately efficient manner. An application for PRC services will not be denied due only to the expiration of the ten-day period. Notwithstanding, an application shall not be held open longer than 30 days. The AG record should contain sufficient documentation of the case activity on the PRC application, including an explanation of unexpected or unavoidable delays in processing the application.

Utilization of Personal Resources, Community Resources, Applicant Responsibility

An applicant for PRC is responsible for completing all necessary documents, furnishing all available facts and information, and cooperating in the eligibility determination process. PRC may not be authorized where alternate sources exist to meet the need. A PRC AG shall apply for and utilize any program, benefit or support system which may reduce or eliminate the presenting need and document such on their PRC application. The applicant must demonstrate that the AG=s liquid assets are insufficient to meet the presenting need. An applicant must utilize available (from the date of application through the next 30 days) income and liquid resources in excess of \$500.00. Liquid resources are defined as: savings account, checking account and/or cash on

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hand. The excess must be applied to the cost of the presenting need when determining eligibility and calculating the PRC payment. For example: an AG with \$600.00 liquid resources if otherwise eligible would have the amount of PRC issued reduced by \$100.00 (\$600.00 - \$500.00 = \$100.00 to apply to meeting the presenting need. This excludes ongoing assistance programs such as OWF, DA, SSI and food stamps, as well as unemployment compensation, social security, and special energy programs.

Application

The PCJFS APrevention, Retention, and Contingency (PRC) Program Application @(PCJFS 3800) has been developed for use when a family is applying for PRC benefits. Special application forms, specific to each service, will generally be used for PRC services.

A PRC benefit application and any other information gathered during the eligibility determination process will be kept in a PRC file folder. A PRC service application will be kept in separate file folder and housed with the unit delivering the service. An application may be modified within 30 days of the applicant=s signature.

Eligibility factors, time restraints, and amounts available to pay for the various benefits and services covered must be explained to the applicant. Anyone applying for PRC services must receive appropriate information about, referrals to, and access to Medicaid, food stamps, child care assistance, other programs that provide benefits that could help them successfully transition to work and information on their civil and ADA rights. All PRC applicants will be advised of their hearing rights and will be provided with a copy of the ODJFS 4059, AExplanation of State Hearing Procedures@. The voter registration application as prescribed by the Secretary of State under section 3503.10 of the ORC will be made available to persons who are applying for or participating in the PRC program (Reference Section 329.051 of the ORC).

PRC assistance will be authorized with the expectation that the PRC AG will be able to function without additional agency help. Services and benefits shall be provided which directly lead to or can be expected to lead the family in becoming self-sufficient by accomplishing one of the four purposes of TANF:

Provide assistance to needy families so that children may be

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cared for in their own home or in the homes of relatives and establish annual numerical goals for preventing and reducing the incidence of these pregnancies.

End the dependence of needy parents on government programs by promoting job preparation, work and marriage;
Prevent and reduce out-of-wedlock pregnancies;
Encourage the formation and maintenance of two-parent families.

Notice of Approval/Denial

If it is determined that an application for PRC is approved, the ODJFS 4074, A Notice of Approval of Your Application for Assistance@ shall be mailed or otherwise delivered within 30 days. If it is determined that an application for PRC is denied, the ODJFS 7334, A Notice of Denial of Your Application for Assistance@ shall be mailed or otherwise delivered within 30 days. Both Approval and Denial notices will contain information concerning the Right to a State Fair Hearing.

Once eligibility for PRC is established, authorization shall occur and a payment for the benefits or services will be generated. Authorization may occur at any time during a period beginning on the date that PRC is approved. As long as payment is authorized within 30 days, actual payment may be made to vendors according to the procedures in place. All payments shall be made to the vendor or PRC AG. Policy has been written to ensure all auditing requirements are maintained.

Charitable Choice and Faith-Based Initiatives

Charitable Choice provisions will apply should the CDJFS use faith-based organizations in providing TANF benefits and services to eligible families. Federal regulations (45 CFR 260.34) require that assistance groups have the right to request an alternative provider, and that the assistance groups be notified of this right. Putnam County currently does not utilize any faith-based providers to provide TANF benefits or services.

Local Allocation of Funds

A designated amount of TANF dollars will be set aside each fiscal year for the purchase of PRC services and benefits as outlined in the County Scope of Coverage Chart. TANF funds will not be used to replace, supplant or refinance existing ongoing efforts but

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rather to complement and expand services to families (including IV-D expenditures). Services shall be contingent upon funds being available.

Reporting

The agency agrees to follow all data reporting requirements as outlined in Administrative Procedure Manual Transmittal Letter 224 dated July 1, 2001 and any subsequent instruction as issued by Ohio Job and Family Services.

This Prevention, Retention, and Contingency County Plan is certified as written by Steven E. Ford, Director Putnam County Job & Family Services. This plan is revised effective May 1, 2016 and shall remain in effect until otherwise modified or terminated.



Steven E Ford, Director



Date

**PUTNAM COUNTY
JOB AND FAMILY SERVICES
PREVENTION RETENTION & CONTINGENCY
MATRIX**

Effective 10-1-2015 Revised 05/01/2016

The Four Goals/Purposes of TANF

- Purpose 1:** “To provide assistance to needy families so that children may be in their own homes or in the homes of relatives”
- Purpose 2:** “To end the dependence of needy parents on government benefits by promoting job preparation, work and marriage”
- Purpose 3:** “To prevent and reduce the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidence of these pregnancies”
- Purpose 4:** “To encourage the formation and maintenance of two-parent families”

DEFINITIONS

- Prevention:** Are services that are designed to divert assistance groups (AGs) from ongoing cash assistance by providing short term non-assistance.
- Retention:** Are services that are provided to assist an employed member of the AG in maintaining employment.
- Contingency:** Are services that are provided to meet an emergent need which, if not met, threatens the safety, health or well-being of one or more AG members.

PREVENTION / RETENION SERVICES / BENEFITS

Employment & Training Services and Benefits

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normal ly Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/ Service
Employment & Training Services include: case management; workshops; seminars; ABE/GED preparation; In home support services to determine barriers to employment;	2	= to/or < 200% FPL	Employed, Unemployed Under-employed individuals, Dislocated workers;	No Cap	WFD	Family with minor child; Legal guardian or custodial with minor child, Pregnant Women and fetus. Specified relative with minor child, non-custodial parent with minor child cooperating with CSEA	Yes,	Service 008
Work experience/Job Search Skills for probation individuals; participants in Court of Common Pleas Family Responsibility Program	2	= to/or < 200% FPL	7	No Cap	WFD	7	Yes	Service 008

PREVENTION / RETENTION SERVICES / BENEFITS

Employment & Training Services and Benefits (Continued)

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normal ly Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/ Service
CSEA Seek Work Activities to include: PRC outreach; Referral, Case Management and other activities that lead to self sufficiency.	2	= to/or < 200% FPL	7	No Cap	WFD	7	Yes, Services are in cooperation with Putnam County CSEA.	Service 008
A. Equipment/supplies necessary for beginning/retaining employment.	2	= to/or < 200% FPL	7	Up To \$50.00 per 12 month period	WFD	7	Yes	Benefit 008
Subsidized Employment Program (SEP)	2	= to/or < 200% FPL	Unemployed Under employed individuals	Up to 50% reimbursement to employer for monthly wages paid to SEP participant not to exceed \$1,000 per month. Contract length cannot exceed four months. 10 SEP placements per year or until funding is depleted whichever comes first	WFD	Parents with minor children Specified relative with minor children non-custodial parent cooperating with CSEA who resides in Putnam County	Yes, SEP contract must be signed by Employer, Participant and Agency Representative. Participant must be county resident.	Benefit 008

PREVENTION / RETENTION SERVICES / BENEFITS

Employment & Training Services and Benefits (Continued)

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normally Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/ Service
<p>Effective October 1, 2015 through August 29, 2016 or until funds are depleted</p> <p>Vehicle Fuel assistance for assistance group member(s) employed working a minimum of 20 hours per week and with same employer for 90 days or longer. If assistance group members are employed at same location only one member is eligible for fuel assistance. One voucher issued per week per individual. Voucher pickup Monday-Thursday 7:00 am to 3:30 pm.</p>	2	= to/or < 200% FPL	Employed assistance group members working 20 or more hours per week	Fuel only voucher not to exceed \$500.00 total, not to exceed four consecutive months, per employed individual who meets the additional employment requirements	WFD	Parents with minor children Specified relative with minor children non-custodial parent cooperating with CSEA who resides in Putnam County	Yes , individual must be employed 90 days previous to application with the same employer and be employed 20 or more hours per week. Individual must provide proof of title and proof of insurance before determined eligible for Vehicle Fuel assistance	Benefit 005
<p>Auto Fuel assistance for unemployed looking for work, overcoming barriers to work, newly employed or unemployed individuals enrolled in training. One voucher issued per week. Voucher pickup Monday-Thursday 7:00 am to 3:30 pm.</p>	2	= to/or < 200% FPL	Unemployed individuals, Dislocated workers, individuals enrolled in training.	Fuel only vouchers up to 50.00 per twelve month period. Maximum 2 consecutive years except under extenuating circumstances	WFD or Social Services	7	Yes , Note: Economic need standard for this benefit is at 200% of FPL Lifetime except under extenuating circumstances.	Benefit 005

PREVENTION / RETENTION SERVICES / BENEFITS

Employment & Training Services and Benefits (Continued)

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normally Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/ Service
Car Repairs Currently none available	2 & 4	= to/or < 150% FPL	Employed	individual 12 month period car repair two estimates (if possible) Not to exceed, (closed)	WFD	7	Yes, Individual must show proof of vehicle ownership (title) for both Car Repair	Benefit 018

PREVENTION / RETENTION SERVICES / BENEFITS

Employment & Training Services and Benefits (Continued)

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normally Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/ Service
Automobile Payment /loan /lease Currently none available	2	= to/or < 150% FPL	7	(closed) individual lifetime	WFD	7	Yes, Must provide proof of ownership and ability to pay succeeding months. Lifetime benefit except under extenuating circumstance to be determined by PCJFS	Benefit 019
Relocation Assistance to be nearer employment or job opportunities. Currently none available	2	= to/or < 200% FPL	7	(closed) individual lifetime	WFD	7	Yes, Rent, deposit, utility connect	Benefit 001

YOUTH AND FAMILY SERVICES

PREVENTION ACTIVITIES

(Child Welfare Preservation/Reunification Services & Family Support)

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normally Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/ Service
<p>Preservation/Reunification Services & Family Support. Programs / Services to vulnerable children and their families which includes the prevention of child abuse and neglect and the promotion of family stability. For example, but not limited to: Individual, Family and Group Counseling Services, Respite Care, Home Based Services, Community/School Outreach, Parenting education classes. Case management; support services, crisis intervention. screening and assessment of needed services, providing program information and referral, domestic violence services, parenting training, substance abuse treatment, , etc.</p> <p>Custody Case Management: Services include: any activities related to family preservation & reunification to reunite child with the child's family.</p> <p>Non-Custody Case Management: Activities include: development and implementation of a regimen of reasonable efforts which are undertaken to prevent the removal of the child into placement, and/or activities related to the development and implementation of a regimen of services for an adopted child and/or the child's family which are</p>	1	= to/or < 200% FPL or Self-Declared if hard copy proof of income is not readily available	Families with children at risk for abuse, neglect or dependency	No Cap	Social Services	<p>Family with minor child; Legal guardian or custodial with minor child, Pregnant Women and fetus. Specified relative with minor child, non-custodial parent with minor child, Child only cases as defined in OWF rules</p>	<p>Yes, Economic need verified or Self-Declaration allowed if proof of income is not readily available for services that promote family stability. Support services could include: Any preservation, reunification and family support services</p> <p>Custody Case Management Custody case has been established, a reunification plan is in place and the child is expected to be reunified with the family within six months of placement.</p> <p>Non-Custody Case Management Following apply: in home case is established, child and family's</p>	Service

<p>undertaken to support the maintenance of the adoption and/or prevent the disruption of the adoption. Such activities include supporting the management of care or services referral to, or arranging for, care of services; planning or supervising care or services; supporting access to care or services; assessing results of care or services; and performing a case assessment.</p>							<p>income meets the income criteria for the PRC</p> <p>7</p>	
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PREVENTION ACTIVITIES

(Child Welfare Preservation/Reunification Services & Family Support)

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normally Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/ Service
						7		
<p>School Year School Book and Lab Fee Program</p> <p>Eligible children in school will receive assistance in paying book and lab fees so the family may pay household expenses from their available resources. Payment will be made to the school the eligible child attends.</p> <p>Extracurricular Activities are excluded IE: Driver's Education; Sports, etc.</p> <p>Currently none available</p>	1	= to/or < 200% FPL	Families with Children entering Kindergarten through 12th grade.	No Cap	Social Services	Families with minor child; Legal guardian or custodial with minor child, Specified relative with minor child non-custodial parent with minor child, Child only cases as defined in OWF rules	Yes, Economic need standard for this benefit is at 200% of FPL. Applicants must provide proof of income and provide copy child's book/lab fees.	Benefit

PREVENTION ACTIVITIES

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normally Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/ Service
TANF Transportation for individuals needing transportation assistance for completing work requirements.	2	= to/or < 200% FPL	Families with children	No Cap	WFD	Parents with minor child; Legal guardian or custodial with minor child, Specified relative with minor child.	Yes	Service
Relocation assistance for families who have experienced dislodgement from their current residence by no fault of their own. Emergent need must be documented.	2	= to/or < 200% FPL	Families who have experienced a permanent dislocation from their home & for Victims of domestic violence	\$500.00	Social Services	Parents with minor child; Legal guardian or custodial with minor child, Specified relative with minor child, Pregnant women with no children	Yes , If necessary can be used to relocate family out of county.	Benefit 001

CONTINGENCY SERVICES

Benefits / Services Description	TANF GOAL Or Purpose	Economic Need Standard (FPL)	Target Group	Maximum Benefits	Normally Issued By	Assistance Group	Application Needed & Special Instructions	CRISE Code Benefit/Service
Payment to meet a <u>non reoccurring</u> emergent need that threatens the health, safety, or living arrangement of the AG. Services to include: Heating Fuel with a written shut off notice or written refusal to deliver from fuel company. Utility payments with disconnect or reconnection notice. Rent/mortgage payments with court eviction notice or late notice. Emergent need must be documented.	1 and 2	= to/or < 200% FPL	Employed, unemployed individuals engaged in job search, training or education. Dislocated / underemployed workers; AGs with children at risk of abuse or neglect. Victims of domestic violence	Payment(s) are to be specific to the AGs episode(s) of need. Any number of episodes to meet AGs needs not to exceed a total maximum of \$300.00 per 12 month period for utility payments and \$500.00 per 12 month period for rent/mortgage needs.	Social Services	1	Yes, emergent need must be documented. Contingency services will be provided with the anticipation that the family will not be able to meet the emergent need, and may not be able to function without additional agency help.	Benefit
Disaster Relief Services	1	As assigned by ODJFS	Families sustaining disaster related damage or loss.	Based upon amount allocated by ODJFS	Income Maintenance	1	Yes, Special instructions if any to be determined.	Benefit 020
Other Services targeted towards the goals of the Putnam County PRC Plan. Approved by the Putnam County Commissioners and the Putnam County Job and Family Services, Director or his designee.								