

PREVENTION, RETENTION, CONTINGENCY (PRC) PROGRAM SOUTH CENTRAL OHIO JOB AND FAMILY SERVICES (SCOJFS) PLAN

This program is to help people overcome immediate barriers to attain and maintain self-sufficiency and to prevent, eliminate or reduce the need for ongoing public assistance. However, an open public assistance case does not preclude the issuance of PRC. If a family is not on assistance and requests only PRC, they will be informed as to other programs that may be available and all applicable hearing rights. PRC services are short term and limited to the amount needed to meet the presenting need.

A PRC Assistance Group (AG) is a group of individuals containing at least one minor child and treated as a unit following the OWF rules for the purposes of determining eligibility for the PRC Program. A minor child is defined as an individual who has not yet attained 18 years of age **OR** under 19 and a full time student in a secondary school or equivalent level such as vocational or technical training **OR** verified to be pregnant. At least one member of the PRC assistance group must be 1) currently employed an average of 20 hours per week at minimum wage or above; 2) have verification of a start date from their prospective employer of at least 20 hours per week at minimum wage; or 3) an OWF or Food assistance work activity participant attending a SCOJFS sponsored training program leading directly to employment; or 4) a student attending school under a Workforce Investment Act (WIA) program or approved by a SCOJFS staff person. The county agency, in accordance with Section 329.051 Revised Code, must make a voter registration application available to persons applying for or participating in the PRC program.

TANF GOALS

45 CFR 260.20 states:

The TANF program has the following four purposes:

- (a) Provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives;
- (b) End the dependence of needy parents on government benefits by promoting job preparation, work, and marriage;
- (c) Prevent and reduce the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidence of these pregnancies;
and
- (d) Encourage the formation and maintenance of two-parent families.

AMOUNTS

All PRC issuances are subject to the availability of funds. The agency will only pay for services that have been prior authorized.

ELIGIBILITY

In order to receive PRC benefits and services, at least one member of the PRC assistance group (AG) must be a citizen of the United States or a qualified alien as defined in rule 5101:1-2-30 of the Ohio Administrative Code. Applicants must be current residents of Hocking, Ross or Vinton County. Eligibility for PRC is dependent upon the PRC AG's demonstration and verification of the need for financial assistance and/or services, and whether the county determines that provision of PRC will satisfy the need. Income excluded in Food Stamp Certification Handbook 5101:4-4-13 and Cash Assistance Manual 5101:1-23-20 is also excluded from consideration in determining PRC eligibility. The AG is responsible for supplying income verification. Total **countable** income is compared to the FPG for the AG size. If total countable income is equal or less than the appropriate FPG, the AG meets the income requirement.

Each person applying for PRC must provide the county agency (or third party providing agency) with a social security number, or apply for a social security number. Providing a number is a condition of receipt of TANF and is required under Section 1137(a) of the Social Security Act.

INELIGIBLES

Applicants who are ineligible include: 1) fugitive felons, and probation and parole violators; 2) individuals with any outstanding OWF or PRC fraud overpayment balance; 3) individuals ineligible for other programs due to deliberate non-compliance with the terms of their assistance; 4) AG's who are under sanction on the OWF program; 5) an unmarried, non-graduate parent under age 18 not attending high school or equivalent; 6) an unmarried parent under 18 not living in an adult supervised setting; 7) a person found to have fraudulently misrepresented residence in order to obtain assistance in two or more states is ineligible for 10 years; 8) families who do not use their own resources in excess of \$500.00 to help meet their need; 9) or individuals who have quit or refused a job within the last 90 days without good cause as determined by the South Central Ohio JFS caseworker.

APPLICATION

The applicant will apply for PRC services by completing the South Central Ohio PRC application form. The CDJFS caseworker is responsible for applying the criteria within this plan to determine eligibility. Decisions will be made within 10 business days of application and verification of income. Eligibility will be carefully evaluated to determine if the PRC requested service will meet the presenting need and enhance self-sufficiency. Any applicant/recipient who gives fraudulent information in order to receive PRC benefits or services will be subject to overpayment and recovery procedures by the South Central Ohio DJFS Benefit Recovery Unit.

EXPLORING COMMUNITY RESOURCES

Every effort will be made to explore the availability of resources within the local community prior to the authorization of PRC. For the purposes of PRC, the “community” could be defined to include areas beyond the county’s boundaries. A PRC AG is required to apply for and utilize any program, benefit, or support system which may reduce or eliminate the presenting need. County personnel determining eligibility for PRC should be aware of community resources which may be contracted for or otherwise utilized to help meet the need. The PRC application provides a section for written documentation of the agency’s attempt to locate and utilize community resources.

CHILD WELFARE (TANF Goals A & D)

South Central Ohio Job and Family Services Children Services division will operate a family preservation and reunification program to provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives. Families receiving services will have income guidelines of 200% of FPL for their family size **OR** proof of current Medicaid eligibility. Eligibility will be reviewed annually. PCSA workers will complete a risk assessment on all program participants. Services provided under the program will include case management, home-based services, transportation, family preservation, family reunification, unmarried parent services, respite care, parent education, domestic violence services, emergency housing, special services for drug and alcohol abusers, and information and referral services.

GED TESTING (TANF Goals B & D)

After a GED instructor refers an OWF recipient for testing, the agency will pay for no more than two practice tests in a 12 month period. After the recipient passes the practice test, the agency will pay for one GED test. The agency may pay for an additional GED test with the recommendation from the GED instructor.

DISASTER RELATED SERVICES (TANF Goals A, B, & D)

In the event that any of the three counties has been declared to be in a state of emergency or disaster by the Governor, supplemental PRC assistance will be available up to \$1500.00 per family dwelling per disaster. Income must be under 200% of the FPG for the family size adjusted annually. Verification of income must be provided unless the home was a total loss and documentation is not available. Services available are:

- emergency housing payments (excluding hotel charges) and payment of moving expense
- utilities – payment for initial hook ups, installation of telephone if medically necessary, and replacement of bulk fuel destroyed in disaster
- home repairs affecting basic structure (homeowner only)
- the repair or replacement of appliances (excluding washers and dryers)
- furnace, air conditioning and water heater (homeowner only)
- replacement of lost furniture (beds, kitchen table and chairs only)
- clothing (\$150. maximum per person)
- vehicle repair for damage caused by disaster provided vehicle is necessary for employment or medically necessary
- Short term food replacement is available if the family was not receiving food stamps.

Applicants must meet all other PRC guidelines except persons serving sanctions under other public assistance programs may still be eligible for disaster PRC services. Any available resources such as FEMA assistance or insurance must be explored prior to approval.

Non TANF- individuals may receive assistance under disaster related services. They must be at least 55 years of age or older and without minor child(ren), or; be in receipt of disability benefit payments such as Supplemental Security Income (SSI), Social Security Disability, VA Disability, PERS Disability, Railroad Retirement Disability, Black Lung Benefits, etc. The individual must be a resident of Hocking, Ross or Vinton County, must have been adversely affected by the emergency condition and must show a need.

(1) DISASTER RELATED FOOD ASSISTANCE

Assistance with food replacement will be available for Hocking, Ross or Vinton County residents in the event the county is declared a state of emergency or disaster by the Governor. Verification of the loss of power of at least four hours must be received. Income must be at or below 200% FPL. Assistance will be determined by a list of perishable items along with an estimated cost of loss. First individual will receive \$100.00 and each additional member will receive \$50.00 up to a maximum of \$300.00 or the cost of their loss whichever is lower. This special program will run until available funds are exhausted.

(2) NECESSARY CLOTHING and PERSONAL EXPENSES (Contingency)

PRC can be issued for necessary clothing and personal hygiene items based on the following situations: Fire; Flood; Tornado; other individual specific disaster approved related incidents. Income must be at or below 100% FPL. Maximum per household is \$500.00.

**SOCIAL SERVICES AND ADMINISTRATION
(TANF Goals A, B, C, & D)**

The following social services and administration activities related to OWF and PRC assistance groups are available to those that are less than 200% of the FPG and is to help provide assistance to needy families so that children may be cared for in their homes or in the homes of relatives.

- (1) information and referral;
- (2) protective services for children;
- (3) continuing protective services;
- (4) referral for special services (including alcohol and drug counseling and other counseling services;
- (5) recreational, educational, enrichment programs, and training activities;
- (6) pregnancy prevention and parenting services for young parents
- (7) prevention and intervention services.

For the PRC assistance group not receiving OWF cash assistance that have documented income at or below the 200% FPG and in some cases, regardless of income (see Child Welfare and PRC) will be eligible for the aforementioned services with documentation of the service request and income verification placed in the case record.

SPECIAL PROGRAMS

Programs approved by the Director as funding permits. Additionally, the Ohio Department of Job and Family Services provide funding to allow for special projects (ex: Summer Youth Employment Program)

2014-2015 Special Programs

1. Ohio Works Incentive Program (2014-2015) (TANF Goals A, B, & D)

Ohio Works Incentive Program

Ohio Works First recipients of South Central Ohio Job and Family Services, who are enrolled in the Ohio Works Incentive Program will be eligible for the below listed services, based on the Track and Placement or Earnings Increase in Table 1.

Eligible Services: Maximum of \$500.00 per OWIP participant for the following services:

- A. Car repair
- B. Gas assistance
- C. Tools
- D. Work clothing

Table 1

Track	Placement or Earnings Increase
A (OWF Recipients)	Receiving Ohio Works First with initial placement in unsubsidized employment or on-the-job training
B (No longer OWF Recipients because of earned income)	Income from on-the-job training or unsubsidized employment leads to customer no longer eligible for Ohio Works Firsts.

**2. Food Distribution Center Project (Mid-Ohio; Hocking-Athens-Perry Community Action)
(TANF Goal A)**

Agency will provide funding to the local food distribution centers to cover TANF eligible individuals who frequent food pantries in the Hocking-Ross-Vinton Counties.

The participating food distribution centers will provide a list of individuals served by the local food pantries to the agency.

Individuals are eligible for this service up to four months in a twelve month period.

Eligible population will be children and families (with a child 18 years of age or younger) with no greater than income at 200% of the Federal Poverty.

**3. Home Energy Assistance Program (HEAP Project:
Hocking-Athens-Perry Community Action
Ross County Community Action
Jackson-Vinton Community Action
(TANF) Goals A&D)**

Agency will provide funding to the local HEAP program operators to cover TANF eligible individuals who are eligible for HEAP services.

The participating agency will determine the initial TANF eligibility, with SCOJFS verifying final eligibility.

Individuals are eligible for a one-time, annual \$500 benefit.

Eligible population will be children and families (with a child 18 years of age or younger) with no greater than income at 200% of the Federal Poverty.

2015-2016 Special Programs

**1. 2015 TANF Summer Youth Employment Program (May 2015 thru December 2015)
(TANF Goals A & B)**

Program enables agency to establish a program allowing low income TANF-eligible Ohio youth to gain valuable work experience while earning a paycheck to help meet basic needs. Summer employment programs offer the opportunity for youth to develop a work history and have a current reference from an employer.

Eligibility for the program shall only serve persons from a TANF-eligible family, and will be limited to the following:

Youth ages 14-17, as long as the youth is a minor child in a needy family and is in school (youth may be 18 if they are a full time student in a secondary school)

Youth ages 18-24, as long as they are in a needy family that also has a minor child; or

Youth ages 18-24 that have a minor child and are considered needy

The youth served may be non-custodial parents as long as they are considered "needy" and have a minor child. "Needy" may be no greater than income at 200% of the Federal Poverty.

Minor Child and Families: as defined by Family Assistance Letter #143

Serving Youth in Foster Care: as defined by Family Assistance Letter #143

Program design will comply with all applicable rules and regulations, as outlined in Family Assistance Letter #143.

Agency will work with local employers for hire and placement of TANF eligible summer youth.

2. 2015 School Shoes Project (August and September 2015) (TANF Goals A & B)

Program will provide TANF eligible families the opportunity to purchase shoes for school children 5 to 18 years of age who are enrolled in public, private, charter or home school.

Applications will be mailed to each child within a household which received food assistance or had a TANF Child Only case in the month of June 2015.

Applications will not be available to the general public.

The agency is working with local vendors throughout our area who can participate in this program to provide appropriate shoes to meet the needs of our target population.

South Central Ohio Job and Family Services agree to implement the PRC Plan as outlined above

