

## **PREVENTION, RETENTION, CONTINGENCY (PRC) PROGRAM HOCKING COUNTY 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 Stamp work activity participant attending a CDJFS sponsored training program leading directly to employment; or 4) a student attending school under a Workforce Investment Act (WIA) program or approved by a CDJFS staff person stationed at the Job Service Center.

### **AMOUNTS**

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

### **ELIGIBILITY**

Applicants must be current residents of Hocking 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 100% FPG for the AG size (200% if Disaster Assistance). If total countable income is equal or less than the appropriate FPG, the AG meets the income requirement. The AG must reside in Hocking County at the time of application.

### **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. 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 Hocking CDJFS caseworker.

### **APPLICATION**

The applicant will apply for PRC services by completing the Hocking 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 Hocking CDJFS 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.

### **CATEGORIES OF ASSISTANCE**

**WORK ACTIVITY PARTICIPANTS** - Gas cards will be issued for work participants that will travel over one mile to their assigned site or to necessary child care. Weather, health and safety issues will be considered. Issuance will be based on \$.30 per mile and will be rounded up to the next \$5.00 denomination.

**OWF EMPLOYMENT INCENTIVE BONUS**- When a adult work activity assigned member of an OWF AG becomes employed at least 30 hours a week or begins to work 30 hours a week with an already existing employer at minimum wage or higher, Hocking CDJFS will issue a \$100.00 gas card. If they remain employed continuously for three months from the time they received the first gas card they will receive another \$100.00 gas card. The OWF case does not necessarily have to close.

### TANF/Child Welfare Contract

Hocking County Children Services 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 every six months. The program will operate from July 1, 2009 through June 30, 2010.

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. Audit responsibility goes to Hocking County Children Services.

### CHAMBER OF COMMERCE/LOGAN-HOCKING COMMUNITY IMPROVEMENT CORPORATION

The Logan-Hocking Community Improvement Corporation will provide administrative leadership and support to increase the availability of area jobs for residents of Hocking County, and primarily those families whose income falls within 200% of the federal poverty index. This will be done by providing an array of activities such as job development, recruitment, creation, retention and outreach activities to encourage employers to hire or consider TANF recipients. The focus of these activities will be for the low income working families, TANF families or families that may be eligible for TANF. Job development, recruitment, creation and retention activities should focus on matching the skills of a typical TANF recipient to the needs of the employer.

Hocking County Department of Job and Family Services agrees to implement the PRC Plan as outlined above.

Signed Document on file

Director, Hocking County Dept. of Job & Family Services

8-20-09

Date

Signed Document on file

Board, Hocking County Commissioners

8-24-09

Date

Appendix B

**NET/PRC Transportation Plan**

**Hocking County**

Identify the methods of transportation available. Identify the criteria that will be used to decide which mode of transportation is accessed. Please address the client's medical condition, efficiency criteria and timeliness concerns for medical transportation.

**DIRECT TRANSPORT**

The CDJFS will provide direct transport whenever possible.

**PRIVATIZED TRANSIT SERVICE**

In cases where the CDJFS is unable to provide transportation and/or the client is unable to find someone to transport them. Client should not require escort service or assistance during trip.

**MANAGED CARE PLAN**

If they choose to use this mode, some Managed Care clients have transportation available through their Managed Care Plan.

**SCENIC HILLS SENIOR CENTER**

Individuals that are 60+ years of age or older and do not require escort service or assistance during trip.

**AMBULETTE SERVICES**

Will be used for clients that are wheelchair dependant and are in need of assistance during transport.

**GASOLINE CARD/VOUCHER**

In cases where the CDJFS is unable to provide transportation and the client can find someone to transport them, a gasoline card/voucher will be issued. The value will be determined by the estimated length of the round trip at \$ 0.30 per mile with it being rounded up in \$5.00 increments.

**CHILDREN SERVICES**

If Hocking CSB is working with a child, CSB employees will transport the child in a CSB-authorized vehicle to medical appointments. Reimbursement rate is \$0.40 per mile or through the SS-RMS system, effective 8/17/09.

  
Signature

Signed Document on file

Date

8-20-09

The following resolution was passed during a regular meeting of the Board of Hocking County Commissioners on August 20, 2009:

We, the Board of Hocking County Commissioners, hereby approve the Hocking County Prevention, Retention and Contingency (PRC) Program Plan. We also certify that the Hocking County Department of Job & Family Services complied with ORC Chapter 5108 in adopting the statement of policies for the Hocking County PRC Program that is effective August 17, 2009. The agency provided the public and local government entities with a thirty (30) day comment period on the Hocking County PRC Plan.

Signed Document on file

Date: August 20, 2009

Handwritten signature and initials in black ink, appearing to be 'JFS' and 'JFS'.