

Sample Plan for Expending TANF/DV Funds

PURPOSE:

The purpose of this plan is to establish the procedures that _____ County Department of Social Services and _____ (Domestic Violence agency) will follow in assisting victims of domestic violence. This is an agreement on how to proceed and interact with families with children who are experiencing or have experienced domestic violence in the past. The current allocation for the Fiscal Year 2004-2005 beginning July 1, 2004 is _____.

REFERRAL PROCESS:

The Work First Employment Services Unit of the Department of Social Services will serve as the managing unit of the TANF/DV funds. Families who have experienced domestic violence are identified as follows:

1. DSS workers identify and refer domestic violence clients to the Work First Employment Services Unit and to the local domestic violence agency.
2. The staff at the local domestic violence agency will make referrals and recommendations to Work First.

ELIGIBILITY PROCESS:

Income maintenance caseworkers will determine eligibility for domestic violence funds based on either of these criteria:

1. The family with children is eligible for Work First.
2. The family with children falls within 200% of the federal poverty guidelines.

FAMILIES TO BE SERVED:

1. Families eligible or receiving Work First Family Assistance.
2. Families with incomes under 200% of the federal poverty guidelines, provided there is a child in the household who is under age 18 and meets the kinship and citizenship requirements.

USE OF FUNDS:

| | |
|-------------------------|--|
| Rental Assistance | Up to \$500.00 |
| Security Deposit | Up to \$500.00 |
| Utility bill or deposit | Up to \$500.00 |
| Legal fees | Up to \$90.00 per hour |
| Counseling | Up to \$40.00 per hour for professional Up to \$31.00 per hour for paraprofessional |
| Transportation | Reimbursed at reasonable cost |
| Clothing | Actual cost |

Other reasonable costs may be reimbursed as long as DSS and the DV agency agree.

No services will be provided utilizing the TANF Domestic Violence funding that meets the federal definition of “assistance” defined as **services that have cash value (cash like) and are intended to meet basic ongoing needs.** Services are not considered assistance if they are:

- Nonrecurring, short term benefits designed to deal with a specific episode of need
- Not intended to meet recurring or ongoing needs, and:
- Not extending beyond 4 months

BILLING PROCESS:

1. DSS and the DV agency work together to form a plan.
2. DSS makes direct payments to providers upon receipt of itemized statements and/or completed and signed direct payment authorizations.

SIGNATURES:

Director, County Department of Social Services

Date Signed

Executive Director, Domestic Violence Agency

Date Signed