PRC PLAN REVISIONS EFFECTIVE 2-1-2020

The PRC plan dated 10-1-19 has been updated effective 2-1-20 and includes the following changes:

Overview

Chapter 1- Family Preservation and Reunification Services:
This chapter has been updated to remove language and eligibility requirements that the services are only for families referred from the PCSA division.

Chapter 2- Workforce Development:
This chapter has been updated to add services for individuals who are employed at least 30 hours per week. Removed job search and case management activities for adults that are out of work and required to seek work by the Child Support Enforcement Agency. A list of possible items and/or services that may be provided under this chapter are:

- Transportation Assistance such as vehicle repairs, vehicle insurance and deductible payments, vehicle payments, routine vehicle maintenance, bicycles, driver’s license fees and vehicle registration fees.
- Job Readiness items such as Employment required clothing, Safety boots, hygiene items, testing fees, pre-training physicals, birth certificates, driver’s license or State ID fees and background checks.
- Rent, Security Deposit and Mortgage Payment Assistance.
- Appliances that are necessary for basic living conditions such as washers, dryers, hot water heaters and home repairs for homeowners.

Chapter 3- This chapter has been updated to re-name Kinship Caregiver Payments to Kinship Caregiver Program. Removed emergent Kinship Care Payments in the form of a gift card. There are Stabilization Services and Caregiving Services. A list of possible items and/or supportive services that may be provided under this chapter are:

Stabilization Services to transition the child into the home of the kinship caregiver such as:

- Bookbags and supplies.
- Blankets/bedding items, pillows, sheets, comforters.
- Household supplies such as paper towels, laundry soap, all-purpose cleaners, etc.
- Personal hygiene items such as soap, deodorant, shampoo, toothpaste, etc.
- The cost of obtaining the child’s birth certificate.
- School or seasonally appropriate clothing for the child.
- School fees for the child.
- Court costs for custody filing.
The above listed items have a maximum cap of $300 in a 12-month period.

**Stabilization Services** to transition the child into the home of the kinship caregiver such as:
- Cribs, beds and dressers. Please note that this is one per child.

The above listed items have a maximum cap of $750 in a 12-month period.

**Stabilization Services** to transition the child into the home of the kinship caregiver such as:
- Air conditioners.

The above listed item has a maximum cap of $500 in a 24-month period.

**Stabilization Services** to transition the child into the home of the kinship caregiver such as:
- Child care assistance payments.

The above listed item has a maximum cap of up to 4 months and $1500 in a 12-month period.

**Caregiving Services** shall be limited to reimbursements to the kinship caregiver for, or direct payment to, a third-party individual or entity to administer to the needs of a minor child. The caregiving service may be provided at a licensed or unlicensed provider or it may take place in the home of the kinship caregiver. The care may include care designed to provide temporary relief of child caring functions.

The minor child for who caregiving services are being provided shall be:

Under age thirteen at the time of application and may remain eligible until they turn thirteen; or

Be under age eighteen at the time of application if the child meets the definition of special needs pursuant to rule 5101:2-16-01 of the Administrative Code, and may remain eligible until they turn eighteen.

The kinship caregiver or other member of the assistance group shall be participating in one of the following approved activities:

Paid employment on a full-time or part-time basis.

A training or education activity that prepares the caretaker for paid employment.

Participating in one or more work activities as a condition of eligibility for either Ohio works first (OWF) or the supplemental nutrition assistance program (SNAP).
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Overview
The Prevention, Retention, and Contingency (PRC) Program is designed to provide benefits and services to eligible households with at least one minor child to overcome barriers to achieving or maintaining self-sufficiency and personal responsibility. These supports include non-recurrent, short-term, crisis-oriented benefits and ongoing services that are directly related to the four purposes of the TANF program, which do not meet the federal definition of assistance.

Eligibility factors, time restraints, and amount available to pay for the various benefits and services covered must be explained. Anyone applying for PRC services must receive appropriate information about, referrals to, and access to Medicaid, food assistance, Ohio Works First (OWF), childcare assistance and other programs that provide benefits that could help them successfully transition to work. 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, receiving assistance from or participating in the PRC program. Reference Section 329.051 of the ORC.

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:

a. Purpose 1: “To provide assistance to needy families so that children may be cared for in their own homes
   Or in the homes of relatives”.
   This purpose covers only needy family’s so children may live with their parents or other relatives. It does not cover children living with nonrelatives. A needy family is one that meets the income and/or resource standards established by the state in its TANF plan. A state may establish a variety of income and resource standards for “assistance” and other services and benefits.
   This purpose is not limited to benefits that are within the regulatory definition of “assistance.” A state may provide other services in support of this purpose. For example, funding home repairs for needy families would be consistent with the purpose.

b. Purpose 2: “To end the dependence of needy parents on government benefits by promoting job preparation, work and marriage” A state could help any needy parent, including a non-custodial parent or a working parent, by providing employment, job preparation or training services. Examples of potential services include job or career advancement activities, marriage counseling, refundable earned income tax credits and employment services designed to increase the non-custodial parent’s ability to pay child support. Activities that promote any one of
the objectives – job preparation, work and marriage – would be consistent with this purpose.

c. 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”

This purpose is not limited to needy families or individuals. However, the state must establish objective criteria for the delivery of services to the non-needy. Potential activities that would be reasonably calculated to accomplish this purpose include family planning, clinical and follow-up services, abstinence programs, visiting nurse services and programs and services for youth such as counseling, teen pregnancy prevention campaigns and afterschool programs that provide supervision when school is not in session.

d. Purpose 4: “To encourage the formation and maintenance of two-parent families”

A significant share of TANF families consists of unmarried mothers with low skills who live with their children apart from low-skilled, underemployed fathers. Many of these fathers are involved in the lives of their children and provide some financial support but would like to do much more. Historically, the fathers have found limited employment opportunities, and welfare rules have worked to discourage family formation and fuller involvement of these fathers in the lives of their children.

Some activities that are reasonably calculated to accomplish this purpose might include parenting skills training, premarital and marriage counseling, and mediation services; activities to promote parental access and supervision; job placement and training services for non-custodial parents; initiatives to promote responsible fatherhood and increase the capacity of fathers to provide emotional and financial support for their children; and crisis or intervention services.

PRC assistance under all chapters will be available to the extent of availability of state and federal funds. Services and funds will be available as per the service chart on pages 20-24 until funds are depleted.

All PRC assistance groups’ records will be recorded in the PRC reporting tool and supporting documentation will be found in On-Base.

**Eligibility Requirements**

There are certain eligibility requirements that must be met in order to determine eligibility for the PRC program. The following sections explain the requirements and procedures that must be followed when making an eligibility determination.

These sections are applicable to all benefits and services covered under the SCDJFS PRC Program unless specified differently within the explanation of the particular benefit/service.
Social security numbers will be used to check information provided by the AG against information held by other federal, state, and local governments; computer matching systems; and program reviews or audits to ensure eligibility for PRC.

**Assistance Group Composition**
The PRC Program is designed to meet the needs of households with minor children. A minor child is defined as a child who has not attained age nineteen and is a full-time student in a secondary school or in the equivalent level of vocational or technical training. An eligible child must be living in the home of a specified relative (as defined in H.B. 408), legal guardian, or legal custodian. For purposes of the PRC Program, an assistance group consists of all eligible children and the specified relative(s), legal guardian, or legal custodian.

A child may be “temporarily absent” from the home in accordance with the time frames established in rule 5101: 1-3-04 of the Ohio Administrative Code and still qualify for PRC. During the temporary period, the child is considered to be residing with the parent, caretaker relative, legal guardian or legal custodian and other members of the household (who may or may not be related to the minor child) who may significantly enhance the family’s ability to achieve economic self-sufficiency.

**Citizenship**
To qualify for PRC, assistance group members must meet the citizenship requirements as determined by the current OWF (Ohio Works First) program requirements. To issue PRC, at least one adult and at least one eligible child must meet the above citizenship requirements. For the Kinship Caregiver program, only the child will be required to meet the citizenship requirement.

**Residence**
Residence in Sandusky County is a requirement. Residence is established by living in the county voluntarily with the intent to remain permanently or for an indefinite period of time. Residence is also established by a person who is not receiving assistance from another state and entered the county with a job commitment or is seeking employment, whether or not currently employed. A child is a resident of the county in which the caretaker is a resident.

**Income**
Eligibility for PRC is dependent upon the AG’s demonstration and verification of need for financial assistance and/or services. 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, generally in March, when the federal poverty guidelines are released.

The only income that will be excluded will be as listed in OAC 5101:1-24-20.
All income, which is received or expected to be received during the 30-day budget period, is considered when determining financial need. The budget period begins 30 days 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. The total gross income, both earned and unearned, of all the PRC AG members, must be counted. The only exclusion allowed is for self-employment expenses, which shall be deducted from the total profit of the self-employment enterprise. The gross amount of the PRC AG’s countable income is totaled and compared to the county’s PRC standard for the benefits or services requested for the appropriate PRC AG size. If the total PRC AG income is equal to or less than the standard for the applicable PRC AG size, the PRC AG meets the income requirement. If any member of the assistance group is an OWF recipient, the assistance group will automatically be considered income eligible.

Written or verbal verification of income is required. For any verification, which is obtained by telephone, 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. Specific to the Kinship Caregiver Program, the Assistance Group is defined as each child living with a Kinship Caregiver, as defined in Ohio Revised Code 5101.85, as an Assistance Group of One. Additionally, income eligibility is based solely on income of the child only assistance group for Kinship Caregiver program services.

**Disqualified Assistance Groups**
There are certain assistance groups who are ineligible to receive PRC. If any one member of the PRC AG meets one of the following disqualifications, the entire AG is ineligible to receive PRC. They include fugitive felons and/or families that fraudulently receive under the OWF and PRC programs until repayment occurs. All PRC overpayments shall be subject to the same rules and regulations as TANF overpayments as outlined in the OAC section 5101:1-23-70. Following the rules of TANF-OWF, any applicants that falsify their application or documents related to their eligibility for PRC, will be referred to the Benefit Recovery Unit of the agency. Persons referred for fraud, will not be eligible for PRC until their case is resolved with the Fraud Unit. With the exception of a child applying to receive services through the Kinship Caregiver Services program, a family that is serving a sanction (including a voluntary sanction), will be ineligible to apply for PRC until sanction is served.

**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. The applicant also must cooperate with exploring available community resources.

**Application Process**
The “Prevention, Retention, and Contingency” application form has been developed for use when an assistance group is applying for PRC services. This application form will be used unless it is specified differently under the explanation of the particular benefit/service.
**Standard of Promptness**
Eligibility will be carefully determined on a case-by-case basis. Upon receipt of a completed PRC application, the county will make an eligibility determination within 10 business days. 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. In situations in which the need presented by the applicant requires an earlier decision, the county will make all efforts to expedite the determination. The denial of a PRC application due only to the expiration of the ten-day period is not an acceptable eligibility determination practice. 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.

An assistance group that objects to a faith-based provider will be provided with an alternative provider of services. The alternative provider will be reasonably accessible and be able to provide comparable services.

**Notice of Approval/Denial**
At the time of application, individuals will be informed in writing of their right to request a state hearing. This will be done by providing a copy of the JFS 04059, “Explanation of State Hearing Procedures.”
If it is determined that an application for PRC is approved, the CDJFS shall mail or otherwise deliver the JFS 4074, “Notice of Approval of Your Application for Assistance.” If it is determined that an application for PRC is denied, the CDJFS shall mail or otherwise deliver the JFS 7334, “Notice of Denial of Your Application for Assistance.”

All payments are made to the vendor in accordance with the procedures in place at the CDJFS. The agency will not reimburse any monies for any items for which payment has been made.

**Overpayment Procedures**
Methods of overpayment will include a lump-sum repayment or a monthly repayment agreement. All overpayments will be referred to the Benefit Recovery Unit for collection. If an overpayment method is not chosen within 30 days from the date of notification, legal action may be taken to recover the overpayment and the entire AG will be ineligible for PRC until restitution is made.

**Scope of Coverage**
The following sections describe the scope of benefits and services provided under the SCDJFS PRC program. The Director of the Sandusky County Department of Job and Family Services has the right to determine hardship and override the cap for each category of assistance.
Chapter 1: Family Preservation and Reunification Services

PRC payments may be issued for supportive services to promote family stability as the agency determines necessary and subject to the availability of unencumbered funds.

Assistance Group Composition

There is also potential eligibility for a pregnant individual under these services. Services under this chapter may also be provided for customers who do not reside in the county only if they have an open/active file with the PCSA division.

Services include the following:

**Soft Services** - After School Programs for At-Risk Children, Care Management, Family Mentoring, Home Maker, Parent Education, Respite Care, and Strengthening Families Services.

**Hard Services** -
Appliance assistance including purchase or repair of stoves, refrigerators, heating stoves (if this is the household’s only source of heat), air conditioners (if medically necessary as verified by a physician), fans, washers and dryers. The PRC applicant must secure three written estimates. The agency will authorize the lowest estimate.

Employment related needs (such as tools, uniforms, testing, etc.).

Furniture including the purchase of bed, bed frame, mattress, box springs, couches, chairs and kitchen table and/or chairs. The PRC applicant must secure three written estimates. The agency will authorize the lowest estimate.

Home Repair including purchase or repair of furnace or water tank; repair of items affecting basic home structure such as walls, roofing, plumbing, water supply, flooring, or water/sewage system. The individual applying for PRC must provide proof of home ownership. Exploration of home owners’ insurance must also be utilized. The PRC applicant must secure three written estimates. The agency will authorize the lowest estimate.

Household expenses such as bedding, linens, cooking and eating utensils, vacuum cleaner, brooms and cleaning products. The PRC applicant must secure three written estimates. The agency will authorize the lowest estimate.

Shelter Assistance (such as rent and/or deposits, past rent, past due mortgage, etc.).

Transportation Services (such as vehicle repairs, Transportation Resources for Independent People of Sandusky County (TRIPS), etc.).

For vehicle repairs, the applicant must provide verification of the following:
1. Possession of a valid driver’s license
2. Possession of state minimum vehicle insurance and
3. Verification of vehicle ownership – both title and registration

*1-3 above must be in the applicant’s name or their spouse’s name and proof of marriage may be required.

Utility assistance (such as deposits, past due amounts, etc.) The Home Energy Assistance Program must be utilized first, if applicable.

PRC cannot be used for any portion of the above-named services that is covered under the Medicaid program.

**Income**

In order to qualify, the assistance group’s gross income must be at or below the 300% of the federal poverty level for that particular household size. There may be situations where self-declaration of the income may be the only available verification of income.

While all other needs-based programs generally use 200% of the FPL, the DJFS would like to continue to use the 300% of the FPL for services under Chapter 1 in order to serve those that would generally be otherwise ineligible for other needs-based programs. Many times, these families are faced with emergency situations and services are needed to avoid taking children into custody. All other sources of funding to pay for allowable services shall be explored and exhausted by a family before requesting PRC funding.

**Application Process**

An Application for Family Preservation and Reunification services may be made by an adult family member, their designee or a Public Children Service Agency representative applying on behalf of a child. A JFS 7200, Application for Cash, Medical, and Food Stamp Assistance, can also serve as the PRC application.

**Chapter 2: Workforce Development**

**Assistance Group Composition**

See page 7.

**Income**

See page 8. Those households whose only source of income is from a source other than employment are ineligible (such as SSI, SSD, etc.). In-order-to qualify, the assistance group’s gross income must be at or below the 200% of the federal poverty level for that particular
household size. There may be situations where self-declaration of the income may be the only available verification of income.

Application Process

The Sandusky County PRC application or other appropriate application will serve as the application for this program and eligibility for the program will be determined by Sandusky County DJFS staff.

Services include the following:

Transportation Assistance such as vehicle repairs, vehicle insurance payments and deductibles, vehicle payments, routine vehicle maintenance to keep the vehicle running properly so the applicant can continue to get to work, bicycles, driver license fees and vehicle registration fees.

There is a maximum limit of $1500 in a 12-month period for the above transportation assistance. Transportation assistance will be covered only for individuals who are currently employed or who are currently in school enrolled in a course of study related to a demand occupation. The PRC applicant must secure 3 written estimates. The agency will authorize the lowest estimate. (Note: Any PRC issued for Transportation Assistance effective 2-1-2020 will start the $1500 limit)

For vehicle repairs, the need must be for essential mechanical repairs or structural components for the safe operation of the vehicle and will be determined on a case-by-case basis. For vehicle repairs, the applicant must provide verification of the following:

1. Possession of a valid driver’s license
2. Possession of state minimum vehicle insurance and
3. Verification of vehicle ownership – both title and registration
*1-3 above must be in the applicant’s name or their spouse’s name and proof of marriage may be required.

Payment can be made for vehicle insurance payments and deductibles if the payment does not include cosmetic repairs.

Vehicle payments can be made so the applicant can keep their current vehicle. The amount needed to avoid repossession of the vehicle is the amount that can be paid by PRC funds. For vehicle payments, the applicant must provide verification of the following:

1. Possession of a valid driver’s license
2. Possession of state minimum vehicle insurance and
3. Verification of vehicle ownership – both title and registration.
*1-3 above must be in the applicant’s name or their spouse’s name and proof of marriage may be required.

Routine maintenance items can be completed such as oil changes, new wiper blades, etc., per the manufacturer’s recommendations.

PRC funds may help purchase bicycles for the applicant to get to work. The applicant must secure three estimates that can be online estimates or in person estimates.

Driver’s license fees may be covered. This is available if the applicant’s current driver’s license is expiring so the applicant can maintain their driver’s license so they can continue to drive to and from work. Also available for an initial driver’s license or state ID for the purpose of getting employment.

Vehicle registration fees may be covered. This is only available if the applicant’s current registration is expiring so the applicant can maintain a legal vehicle registration to get to and from work.

**Job Readiness Assistance** such as employment required clothing, safety boots, hygiene items, testing fees, pre-training physicals, and background checks, birth certificates, driver’s license or state ID, etc., up to a maximum of $500 1 time in a 12-month period.

These items will only be approved with verification from the prospective or current employer and are for the applicant to obtain or maintain self-sufficient employment.

**Housing Assistance** such as first month’s rent, security deposits, past due rent and mortgage payment assistance so the applicant and assistance group members can maintain their current housing situation and/or prevent homelessness by having the means to move into a new place.

There is a maximum limit of $2500 one time in a 24-month period for the above housing assistance.

First month’s rent and/or security deposits are for a household moving from the Sandusky County Homeless Shelter (Liberty Center) or a battered women’s shelter, or a household designated as homeless by another community service agency. This service is also available if the current residence is uninhabitable or has been condemned by the health department. To be eligible for this service, the household must have resided in Sandusky County at the time the homeless situation occurred.
Past due rent payments or past due mortgage payments are to prevent pending eviction or foreclosure. These payments may include lot rent and any late fees. The pending eviction or foreclosure must be verified through documentation that a court date has been established.

A household budget will need to be completed by the applicant and verification of said expenses to determine future ability to pay the on-going rent/mortgage payment. If the applicant’s monthly income is less than their monthly expenses, the agency will not approve this service.

Households with more than one adult member will have their PRC tracked based upon the children who are members of the household. If the adults later decide to live in separate households, only the adult who lives in the same household as the children shall be eligible for any remaining PRC funds not used prior to the household dividing. If the adults each take children to live in their homes, each new household will only be eligible for the balance (which will be split equally between both adults) of any PRC payments not used by the former combined household. All other time limits and benefit amounts will be applicable to both “new” households.

**Appliance Assistance** such as washers, dryers, hot water heaters and home repairs for homeowners that may include repairs if more cost effective than the purchase of a brand new or used appliance.

Only items and/or services that are deemed necessary for adequate living are allowable.

There is a maximum limit of **$2500 one time** in a 24-month period for the above appliance assistance.

The homeowner will have to provide verification that their insurance company will not pay for new items, a statement from the repairman who did an inspection on the appliance or other item that is in need of repair or replacement; whichever is more cost effective; to verify the need. This benefit may include paying the applicant’s homeowners insurance deductible.
Chapter 3: Kinship Caregiver Program

Assistance Group Composition

A kinship AG is defined as any household that has a minor child who is not residing in the same household as their parent(s) and who resides with a kinship caregiver as defined in ORC 5101.85 and OAC 5101:1-24-30.

Definition of Kinship Caregiver
• “Guardian” as defined in section 5107.02 of the Revised Code means, and individual that is granted authority by a probate court pursuant to Chapter 2111 of the Revised Code, or a court of competent jurisdiction in another state, to exercise parental rights over a minor child to the extent provided in the court’s order and subject to residual parental rights of the minor child’s parents.
• “Custodian” as defined in section 5107.02 of the Revised Code means, an individual who has legal custody, as defined in section 2151.011 of the Revised Code, of a minor child or comparable status over a minor child created by a court of competent jurisdiction in another state.
• “Specified relative” as defined in section 5107.02 of the Revised Code means the following individuals who are age eighteen and older and has an established custodial relationship with the minor child.
The following individuals related by blood or adoption;
  Grandparents, including grandparents with the prefix “great”, “great-great”. Or “great-great-great”;
  • Siblings;
  • Aunts, uncles, nephews and nieces, including such relatives with the prefix “great”, “great-great”, “grand,” or “great-grand”; and
  • First cousins and first cousins once removed and:
  • Stepparents and stepsiblings.

There is no time limit for the Kinship/relative placement. The Kinship relationship to the child applicant can be documented by a self-attestation completed by the Kinship Caregiver.

Income
See page 8. Only deemed income to the child will be included in the eligibility determination. Kinship Caregivers income will not be considered when determining FPL. Income of the child only will be less than 200% of the FPL.

Application Process
The Sandusky County PRC application or other appropriate application will serve as the application for this program and eligibility for the program will be determined by Sandusky County DJFS staff. **Only one application for the Kinship Caregiver Program needs to be**
completed per assistance group, not child; in a 30-day period for multiple assistance requests.

Scope of Costs Related to Supportive Services for the Kinship Caregiver Program:

Stabilization Services to transition the child into the home of the kinship caregiver such as:
- Bookbags and supplies.
- Blankets/bedding items, pillows, sheets, comforters.
- Household supplies such as paper towels, laundry soap, all-purpose cleaners, etc.
- Personal hygiene items such as soap, deodorant, shampoo, toothpaste, etc.
- The cost of obtaining the child’s birth certificate.
- School or seasonally appropriate clothing for the child.
- School fees for the child.
- Court costs for custody filing.

The above listed items have a maximum cap of $300 in a 12-month period.

Stabilization Services to transition the child into the home of the kinship caregiver such as:
- Cribs, beds and dressers. Please note that this is one per child.

The above listed items have a maximum cap of $750 in a 12-month period.

Stabilization Services to transition the child into the home of the kinship caregiver such as:
- Air conditioners.

The above listed item has a maximum cap of $500 one time in a 24-month period.

Stabilization Services to transition the child into the home of the kinship caregiver such as:
- Child care assistance payments.

The above listed item has a maximum cap of up to 4 months and $1500 in a 12-month period.

Caregiving Services shall be limited to reimbursements to the kinship caregiver for, or direct payment to, a third-party individual or entity to administer to the needs of a minor child. The caregiving service may be provided at a licensed or unlicensed provider or it may take place in the home of the kinship caregiver. The care may include care designed to provide temporary relief of child caring functions.

The minor child for who caregiving services are being provided shall be:

Under age thirteen at the time of application and may remain eligible until they turn thirteen; or

Be under age eighteen at the time of application if the child meets the definition of special needs pursuant to rule 5101:2-16-01 of the Administrative Code, and may remain eligible until they turn eighteen.
The kinship caregiver or other member of the assistance group shall be participating in one of the following approved activities:

Paid employment on a full-time or part-time basis.

A training or education activity that prepares the caretaker for paid employment.

Participating in one or more work activities as a condition of eligibility for either Ohio works first (OWF) or the supplemental nutrition assistance program (SNAP).

Kinship caregivers will be required to provide documentation of expenses and be reimbursed by the Sandusky County Department of Job and Family Services.
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<td>Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.</td>
<td>Up to $2,000.00 in a 12-month period.</td>
<td>Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren)</td>
<td>300% FPL</td>
<td>A completed PRC application. Verification of income for the previous 30 days or income which is received or expected to be received during the 30-day budget period. Note: Other verifications may be needed depending upon the service requested.</td>
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<td><strong>Hard Services</strong>&lt;br&gt;<em>Appliance Assistance</em>&lt;br&gt;<em>Employment Related Needs</em>&lt;br&gt;<em>Furniture</em>&lt;br&gt;<em>Home Repair</em>&lt;br&gt;<em>Household Assistance</em>&lt;br&gt;<em>Shelter Assistance</em>&lt;br&gt;<em>Transportation Services</em>&lt;br&gt;<em>Utility assistance</em></td>
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<td>Potential eligibility for a pregnant individual. Potential eligibility for customers who do not reside in Sandusky County only if they have an open/active case with the Sandusky PCSA.</td>
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<td>Service or Benefit</td>
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<td>Cap</td>
<td>Assistance Group</td>
<td>Economic Need Standard</td>
<td>Needed Verifications</td>
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| **Chapter 2- Workforce Development**  
Transportation Assistance such as vehicle repairs, vehicle insurance and deductible payments, vehicle payments, routine vehicle maintenance services, bicycles, driver’s license fees and vehicle registration fees. | Purpose 2: To end the dependence of needy parents on government benefits by promoting job preparation, work and marriage. | Yes- $1500 one time in a 12- month period | Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren) | 200% FPL | Completed PRC application.  
Proof of income expected to be received in the next 30 days. |
| Job readiness items such as employment required clothing, safety boots, hygiene items, testing fees, pre-training physicals, birth certificates, driver’s license fees, state ID’s and background checks. | Purpose 2: To end the dependence of needy parents on government benefits by promoting job preparation, work and marriage. | Yes- $500 per employed person in a 12 -month period | Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren) | 200% FPL | Completed PRC application.  
Proof of income expected to be received in the next 30 days. |
| Rent assistance, security deposit assistance and mortgage payment assistance. | Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives. | Yes- $2500 per assistance group one time in a 24-month period | Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren) | 200% FPL | Completed PRC application.  
Proof of income expected to be received in the next 30 days. |
| Appliances that are necessary for basic living conditions such as washers, dryers, hot water heaters and home repairs for homeowners. | Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives. | Yes- $2500 per assistance group one time in a 24-month period | Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren) | 200% FPL | Completed PRC application.  
Proof of income expected to be received in the next 30 days. |
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<tr>
<td><strong>Chapter 3- Kinship Caregiver Program</strong>&lt;br&gt;Stabilization Services- Bookbags and supplies, blankets/bedding items, pillows, sheets, comforters, household supplies, personal hygiene items, birth certificates for the child, school or seasonally appropriate clothing/school clothes, school fees and court costs for custody filing.</td>
<td>Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.</td>
<td>Yes- $300 in a 12-month period</td>
<td>Minor child(ren) living in the home of specified relatives, legal custodian(s)/guardian(s) or other kinship relative Child living with kinship caregiver as defined in Ohio Revised Code 5101.85, and kinship caregiver is in need of relief of childcare functions.</td>
<td>200% FPL</td>
<td>Completed PRC application.&lt;br&gt;Proof of income expected to be received in the next 30 days.</td>
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<td>Stabilization Services- Cribs, beds and dressers. One per child.</td>
<td>Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives</td>
<td>Yes- $750 in a 12-month period</td>
<td>Minor child(ren) living in the home of specified relatives, legal custodian(s)/guardian(s) or other kinship relative Child living with kinship caregiver as defined in Ohio Revised Code 5101.85, and kinship caregiver is in need of relief of childcare functions.</td>
<td>200% FPL</td>
<td>Completed PRC application.&lt;br&gt;Proof of income expected to be received in the next 30 days.</td>
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<td><strong>Chapter 3- Kinship Caregiver Program continued:</strong></td>
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<td>Stabilization services-Air Conditioners</td>
<td>Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.</td>
<td>Yes- $500 per assistance group one time in a 24-month period</td>
<td>Minor child(ren) living in the home of specified relatives, legal custodian(s)/guardian(s) or other kinship relative Child living with kinship caregiver as defined in Ohio Revised Code 5101.85, and kinship caregiver is in need of relief of childcare functions.</td>
<td>200% FPL</td>
<td>Completed PRC application. Proof of income expected to be received in the next 30 days.</td>
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<td><strong>Stabilization Services- Child care assistance payments</strong></td>
<td>Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.</td>
<td>Stabilization: Yes- up to 4 months $1500 per assistance group in a 12-month period</td>
<td>Minor child(ren) living in the home of specified relatives, legal custodian(s)/guardian(s) or other kinship relative Child living with kinship caregiver as defined in Ohio Revised Code 5101.85, and kinship caregiver is in need of relief of childcare functions.</td>
<td>200% FPL</td>
<td>Completed PRC application. Proof of income expected to be received in the next 30 days.</td>
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<td><strong>Caregiving Services- Reimbursements to the kinship caregiver such as Child care assistance payments</strong></td>
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<td>Caregiving: Yes- $1500 per assistance group in a 12-month period</td>
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The Sandusky County Department of Job and Family Services agrees to implement the PRC plan as written. The county reserves the right to amend its plan at any time. Written verification will be submitted with any and all further PRC plan amendments. A copy of the plan and any amendments will be available at the agency for public inspection. The plan will also be available for review at the following Internet address: www.SanduskyCountyDJFS.org

Reviewed and Approved:

__________________________ Date
Melanie Allen, Director
Sandusky Co. Dept. of Job and Family Services

In accordance with ORC Section 5108.7, the Sandusky County Board of Commissioners affirms that the Sandusky County Department of Job and Family Services have complied with ORC Chapter 5108 in adopting this statement of policies.

__________________________ Date
Scott Miller
Sandusky County Commissioner

__________________________ Date
Kay E. Reiter
Sandusky County Commissioner

__________________________ Date
Russ Zimmerman
Sandusky County Commissioner