

## PRC PLAN EFFECTIVE 05/01/2024

### Updates:

- Appendix B added for TANF Summer Youth Employment Program

SANDUSKY COUNTY PREVENTION, RETENTION, CONTINGENCY PLAN  
Effective 05/01/2024

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SANDUSKY COUNTY PREVENTION, RETENTION, CONTINGENCY PLAN  
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**Overview**

The Prevention, Retention, and Contingency (PRC) Program is designed to provide benefits and Services to needy families and low-income employed families 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:

**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.

**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.

**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.

**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 20-25 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 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.

Applicants enrolled in the Comprehensive Case Management and Employment Program (CCMEP) cannot receive PRC services. They must work with their CCMEP worker to discuss supportive services.

### **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 ORC 5107.02), legal guardian, or legal custodian. Child support obligors with an active order for a child residing in the state of Ohio may also be eligible. They must be current on child support payments or cooperating with CSEA, as defined by CSEA. 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, the assistance group must contain at least one U.S. Citizen, or qualified alien as defined in O.A.C. 51501:1-2-30. To issue PRC, at least one adult and at least one eligible child must meet the above citizenship requirements.

## **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 currently employed. A child is a resident of the county in which the caretaker is a resident.

In situations of alleged domestic violence, agency may assist a family moving out of county. In these instances, the following criteria should be met:

- Open, children services case
- Police report filed on incident
- Application should file temporary/certified protection order

## **Income**

Eligibility for PRC is dependent upon the AG's demonstration and verification of need for financial assistance and/or services. 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 are updated annually.

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. Work eligible OWF recipients 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.

### **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 benefits 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. Any applicants that falsify their application or documents related to 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 and/or re-payment of fraudulently received benefits has been repaid.

### **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, wherein **all** verifications have been received, 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."

If the PRC application and/or supporting documents were sent to the CDJFS by electronic mail, the Approval and/or Denial notice will be sent to the assistance group by electronic mail.

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.

## **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**

See page 5.

In addition to the households described on page 5 of this plan, there is also potential eligibility for a pregnant individual with no other minor children under these services. The applicant must be in the 6th month of pregnancy and provide verification from the physician. Services under this chapter may also be provided for customers who do not reside in the county only if they have an open/active case with the PCSA division.



**Income**

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.

**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.

**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.

PRC cannot be used for any portion of the above-named services that is covered under the Medicaid program. The agency will explore and exhaust other funding options as PRC funding should be used a last resort.

There is a maximum limit of \$1,000.00 one-time in a 12-month period for the above 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. A repair estimate must be provided for the item that is being requested. The agency will determine if it is more cost effective to repair the item or purchase a new item. The applicant must provide a lease agreement from their landlord to verify the applicant is responsible for providing their own appliances.

There is a maximum limit of \$1,500.00 one-time in a 12-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 needs repair or replacement; whichever is more cost effective; to verify the need. This benefit may include paying the applicant's homeowners insurance deductible.

**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 homeowners' insurance must also be utilized. The PRC applicant must secure three written estimates. The agency will authorize the lowest estimate.

There is a maximum limit of \$2,000.00 one-time in a 12-month period for the above home repair assistance.

**Employment-related needs** such as tools, uniforms, work boots, required equipment, and pre-employment drug testing/background checks if the following three criteria are met: (1) there must be an offer for employment (2) the employer requires it of all applicants, not just TANF recipients (3) the employer must require all applicants to pay for their own drug testing or background tests out of pocket.

There is a maximum limit of \$500.00 one-time in a 12-month period for the above employment-related needs.

**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.

There is a maximum limit of \$1,000.00 one-time in a 12-month period for the above furniture assistance.

**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.

There is a maximum limit of \$250.00 one-time in a 12-month period for the above household expenses.

**Shelter Assistance** (such as first month's rent and/or deposits, past rent, past due mortgage, etc.).

There is a maximum limit of \$2,000.00 one-time in a 12-month period for the above shelter assistance.

- 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 (eviction and/or foreclosure notice must be provided). Payment from PRC must result in a -0- balance owed. If the balance is larger than the maximum allowable under the PRC plan, the assistance group must provide verification the additional balance has been paid in full prior to PRC approval.

- 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 household monthly income is less than monthly expenses, the agency will not approve this service.

**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.

There is a maximum limit of \$2,000.00 in a 12-month period for the above transportation assistance. The PRC applicant must secure 3 written estimates. The agency will generally authorize the lowest estimate, unless there are mitigating circumstances as determined by the agency.

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

- If the utilities are in the name of the landlord and not the PRC applicant, the landlord will have to provide verification that the tenant is responsible for payment of the utility. Additionally, the Sandusky County Auditor's website must show the name of the landlord.

There is a maximum limit of \$1,000.00 in a 12-month period for the above utility assistance.

**School Supplies** to include items from school supply list as verified by district of enrollment, book bag, etc...

The above benefit has a maximum of \$200.00 once per school year per child.

Chrome book for those students enrolled in a school known to have limited disbursement to one per family. Qualification for the above benefit must include verification of the following:

- School enrollment verification for all school-aged minors residing in the household
- Verification of wireless internet connection

The above benefit will be the lowest priced Chrome book available at the time of application and is limited to one per assistance group in a lifetime.

One Desk and Chair per child may also be purchased.

**Household Items** to assist families in the acquisition of items unavailable for purchase with food assistance benefits.

Items may include the following:

- Laundry detergent
- Soap (Body, hand, and dish)
- Shampoo
- Conditioner
- Toilet Paper
- Paper Towels
- Diapers
- Wipes
- Laundry Basket

The above benefit has a maximum of \$250.00 once in a 12-month period.

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

## **Chapter 2: Workforce Development**

### **Assistance Group Composition**

See page 5.

### **Income**

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, driver license fees and vehicle registration fees. If the PRC applicant was at fault for an accident and is requesting repairs, the agency will not pay for the repair nor the insurance deductible.

There is a maximum limit of \$2000.00 one-time 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 generally authorize the lowest estimate, unless there are mitigating circumstances as determined by the agency.

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, up to the maximum amounts allowed by the chapter. 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.

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

There is a maximum limit of \$350 one-time in a 24-month period for the purchase of a bicycle with helmet.

There is a maximum limit of \$1,500 one-time in a 48-month period for the purchase of an electric or motorized bike with helmet with director approval.

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 or reinstatement (offense cannot include alcohol, drug abuse, a combination thereof, or a deadly weapon) of driver's license or state ID for the purpose of getting employment.

Reinstatement fee applicants must submit the following with application:

1. Verification court fees (if applicable) and fines have been paid to a -0- balance
2. Verification of valid insurance

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, and background checks, birth certificates, driver's license or state ID, etc., up to a maximum of \$500 per employed person, one-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 \$2,000.00 per assistance group one-time in a 12-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.

- 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 household monthly income is less than monthly expenses, the agency will not approve this service.

Households with more than one adult member will have their PRC tracked based upon the adult 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 a one-time payment up to a maximum of \$1,500.00 per assistance group in a 12-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 needs repaired or replaced; whichever is more cost effective; to verify the need. This benefit may include paying the applicant's homeowners insurance deductible.

**Work Incentive / Retention Program** for eligible individuals newly entering or re-entering the workforce and maintaining continuous, full-time employment. For new, full-time employment (within 30 days prior to date of application). This benefit is designed to assist families to cover increased expenses associated with obtaining employment and ease transition off public assistance program. Full-time employment is defined as at least 32 hours per week, earning at least minimum wage with the same employer.

Continuous employment is defined as no more than 5 days between hours worked.

Benefits will be issued on the following schedule:

1. \$200.00 employment retention bonus after 30-days of verified, continuous full-time employment.
2. \$300.00 employment retention bonus after 60-days of verified, continuous full-time employment.
3. \$500.00 employment retention bonus after 90-days of verified, continuous full-time employment.

Total allowable retention bonus: \$1,000.00 per eligible adult member of the assistance group

Service or Benefit	TANF Purpose	Cap	Assistance Group	Economic Need Standard	Needed Verifications
<p><b>Chapter 1 – Family Preservation and Reunification Services</b></p> <p><u>Soft Services:</u></p> <ul style="list-style-type: none"> <li>● After School Programs for At-Risk Children</li> <li>● Care Management</li> <li>● Family Mentoring</li> <li>● Home Maker</li> <li>● Parent Education</li> <li>● Respite Care</li> <li>● Strengthening Family Services</li> </ul> <p><u>Hard Services:</u></p> <ul style="list-style-type: none"> <li>● Appliance Assistance</li> <li>● Employment Related Needs</li> <li>● Furniture</li> <li>● Home Repair</li> <li>● Household Assistance</li> <li>● Shelter Assistance</li> <li>● Transportation Services</li> <li>● Utility Assistance</li> <li>● School Supplies</li> <li>● Household Items</li> </ul>	<p>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.</p>	<p>See PRC Plan for Cap limits</p>	<p>Parent/specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren).</p> <p>Potential eligibility for a pregnant individual.</p> <p>Potential eligibility for child support obligors.</p> <p>Potential eligibility for customers who do not reside in Sandusky County only if they have an open/active case with the Sandusky County PCSA.</p>	<p>300% FPL</p>	<p>A completed PRC application.</p> <p>Verification of income for the previous 30 days or income which is received during the 30-day budget period.</p> <p>Note: other verifications may be needed depending upon the service requested.</p>



Service or Benefit	TANF Purpose	Cap	Assistance Group	Economic Need Standard	Needed Verifications
<p><b>Chapter 2 – Workforce Development</b> 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</p>	<p>Purpose 2: To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.</p>	<p>Yes - \$2000 one time in a 12-month period</p>	<p>Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren)</p> <p>Potential eligibility for child support obligors</p>	<p>200% FPL</p>	<p>Completed PRC application.</p> <p>Proof of income expected to be received in the next 30 days.</p>
<p>Job readiness items such as employment required clothing, safety boots, hygiene items, testing fees, birth certificates, driver's license fees, state IDs and background checks.</p>	<p>Purpose 2: To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.</p>	<p>Yes - \$500 per employed person in a 12-month period</p>	<p>Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren)</p> <p>Potential eligibility for child support obligors</p>	<p>200% FPL</p>	<p>Completed PRC application.</p> <p>Proof of income expected to be received in the next 30 days.</p>
<p>Rent assistance, security deposit assistance and mortgage payment assistance</p>	<p>Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the home of a relative.</p>	<p>Yes - \$2000 per assistance group one time in a 12-month period.</p>	<p>Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren)</p> <p>Potential eligibility for child support obligors</p>	<p>200% FPL</p>	<p>Completed PRC application.</p> <p>Proof of income expected to be received in the next 30 days.</p>
<p>Appliances that are necessary for basic living conditions such as washers, dryers, hot water heaters, and home repairs for homeowners.</p>	<p>Purpose 1: To provide assistance to needy families so that children may be cared for in their own homes or in the home of a relative.</p>	<p>Yes - \$1500 per assistance group one time in a 12-month period.</p>	<p>Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren)</p> <p>Potential eligibility for child support obligors</p>	<p>200% FPL</p>	<p>Completed PRC application.</p> <p>Proof of income expected to be received in the next 30 days.</p>

Service or Benefit	TANF Purpose	Cap	Assistance Group	Economic Need Standard	Needed Verifications
<p><b>Chapter 2 – Workforce Development cont.</b></p> <p>Work Incentive / Retention Program – which is designed to assist families to cover increased expenses associated with obtaining employment and ease of transition off public assistance.</p> <p>For new, full-time employment (within 30 days prior to date of application)</p> <ul style="list-style-type: none"> <li>• Full-time employment is defined as 32 hours per week, earning at least minimum wage with the same employer.</li> <li>• Continuous employment is defined as no more than 5 days between hours worked.</li> </ul>	<p>Purpose 2: To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.</p>	<p>Yes - \$1000 per eligible adult assistance group member</p>	<p>Parents or specified relatives w/minor child(ren), legal custodian/guardian w/minor child(ren)</p> <p>Potential eligibility for child support obligors</p> <p>**Must be for new employment**</p>	<p>200% FPL</p>	<p>Completed PRC application.</p> <p>Proof of income expected to be received in the next 30 days.</p> <p>Verification of new full-time employment.</p> <p>Verifications of continuous, full-time employment for 2<sup>nd</sup> and 3<sup>rd</sup> steps.</p>

**Appendix A:** Reserved

## **Appendix B:** Temporary Assistance for Needy Families Summer Youth Employment Program

### **LENGTH OF OPERATION**

This program will operate from May 1, 2024, to September 30, 2024. Normal PRC allocation liquidation rules will apply.

**TANF Purpose** - the TANF Summer Youth Employment Program meets the first two purposes of TANF: Ohio Department of Job and Family Services

1. To provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives.
2. To end dependence of needy parents on governmental benefits by promoting job preparation, work and marriage.


**Eligibility** - A TANF Summer Youth Employment Program funded through PRC shall only serve persons from a TANF-eligible family. The types of persons that may be served are:

- Youth aged 14-18, enrolled in secondary school, as long as the youth is in a needy family and in school. The youth served may be non-custodial parents as long as they are considered "needy" and have a minor child. "Needy" is not specifically defined by state or federal regulation but may be no greater than income at 200% of the federal poverty level.
- Family is defined in federal and state law and regulations as follows: a minor child who resides with a parent, specified relative, legal guardian or legal custodian (a child may be temporarily absent from the home provided certain requirements are met); a pregnant individual with no other children; or a non-custodial parent who lives in the state, but does not reside with his/her minor child(ren).
- Foster Care: Youth in a foster care setting age 14 to 18 years of age if they are a full-time student in a secondary school may be served under the TANF Summer Youth Employment Program. The United States Department of Health and Human Services (HHS), Administration for Children and Families (ACF) has provided guidance respective to the Youth Employment Program. **This guidance is only applicable to the TANF Summer Youth Employment Program and no other TANF or PRC program.**

Program Details: Hourly rate for youth with approved employers will be \$10.45 per hour. Youth successfully completing at least 45-days of summer employment may be eligible for a Driver's Education supportive service.

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 verifications 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](http://www.SanduskyCountyDJFS.org)

Reviewed and Approved:



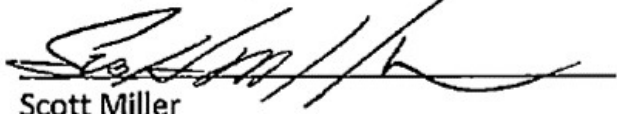
Melanie Allen, Director  
Sandusky Co. Dept. of Job and Family Services  
Sandusky County Commissioners Approval and Adoption:

3/21/24  
Date



Russ Zimmerman, President  
Sandusky County Commissioner

3-26-24  
Date



Scott Miller  
Sandusky County Commissioner

03 26 24  
Date



Charles Schwochow  
Sandusky County Commissioner

3-26-24  
Date

RESOLUTION 2024 – 01

**RESOLUTION – APPROVING AMENDED SANDUSKY COUNTY PREVENTION, RETENTION, CONTINGENCY (PRC) PLAN.**

The Board of County Commissioners, Sandusky County, Ohio, met in regular session on the 4th day of January, 2024, at the office of the Board with the following members present:

Russ Zimmerman

Scott Miller

Charles Schwochow

Commissioner Zimmerman moved the adoption of the following resolution:

**WHEREAS**, Melanie Allen, Director of the Sandusky County Department of Job and Family Services, presented an amended Sandusky County Prevention, Retention, Contingency Plan,

**THEREFORE: BE IT RESOLVED.**

Section 1. The amended Sandusky County Prevention, Retention, Contingency Plan be approved effective October 1, 2023.

Section 2. Copies of this resolution shall be certified to Melanie Allen, Director, Sandusky County Department of Job and Family Services.

Section 3. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were so adopted in an open meeting of this Board, and that all formal actions, were in meetings open to the public, in compliance with all legal requirements.

Commissioner Miller seconded the above resolution and the vote upon its adoption resulted as follows: