

# PREVENTION, RETENTION AND CONTINGENCY (PRC) PLAN

Union County

Effective Date of the Original Plan: 10-01-1997

Date of this Revision: 10/2023-9/2025 Biennial Renewal

Date: 10/1/2023

Amendment Date: May 1, 2024



Union County Human Services  
Union County Department of Job and Family Services  
940 London Avenue, Suite 1800  
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(937) 644-1010

### Definitions and Purpose of PRC:

The PRC Program, created by Ohio House Bill 408, is not ongoing financial assistance, but a program to help individuals achieve family stability and to overcome immediate barriers to achieving and maintaining employment, economic self-sufficiency, and personal responsibility, thereby preventing the need for ongoing public assistance. The program is designed to reflect the priorities and needs of the Union County community. The agency is responsible for using objective, fair, and equitable criteria when determining eligibility and when approving or denying the application.

### PRC services:

- have no direct monetary value to an individual or family and do not involve implicit or explicit income support.
- are non-recurring, short-term benefits which are limited to the amount required to meet the presenting need.

PRC funds must be used to meet one of the four purposes of Temporary Assistance to Needy Families (TANF):

1. To provide assistance to needy families so that children may be cared for in their own home or in the home of relatives.
2. To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.
3. To prevent and reduce the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidences of these pregnancies.
4. To encourage the formation and maintenance of two-parent families.

### Eligibility Factors:

The presenting need of the PRC recipient must be related to:

- pursuit of a bona fide offer of employment.
- retention of employment.
- participation in work activities or other employment related training.
- the health, safety, well-being, or stability of the family and upon recommendation of the child protective services (CPS) unit or designated service provider.

Eligibility for PRC will be determined on a case-by-case basis and is dependent on the Assistance Group (AG) showing a willingness to obtain or maintain a consistent income

stream (ex. employment) for adults in the household, verification of the need, and the agency finding that provision of the PRC service will satisfy that need. The agency look at Eligibility Factors continued...

the AG and other adult members of the household who may significantly enhance the family's ability to achieve economic self-sufficiency as identified by the applicant.

PRC services are only available to AG's who have not received PRC above the monetary cap during the previous 12-consecutive months, unless otherwise specified. An AG who has received PRC in another county may be eligible for PRC in Union County up to the cap, minus the amount received from other counties in the preceding 12-months.

Income (earned/unearned and excluded):

The PRC AG's gross countable income must be at or below the income criteria established for each category or service defined within the PRC plan. The total gross income, both earned and unearned, of all members of the PRC AG shall be counted except for gross earnings of a minor child. A 30-day budget period is considered when determining eligibility, with the period beginning 30 days prior to the date of application and ending on the application date. Income must be documented if the service has a cash value. Income may be declared if the service does not have a cash value.

Earned income:

- Employment
- Self-employment

Unearned income:

- |   |   |
|---|---|
| -RSDI (Retirement, Survivors, and Disability Insurance) | -Rental income                                    |
| -Alimony and child support                              | -Monetary gifts                                   |
| -Veteran Administration benefits                        | -OWF, Disability Assistance, or SSI payments      |
| -Workers Compensation benefits                          | -Pension or retirement benefit, investment income |
| -Lump-sum payments (including tax refunds)              |   |
| -Unemployment benefits                                  |   |

Excluded income and resources. 5101:1-24-20. the following types of income are excluded as income and resources when determining financial eligibility for PRC benefits and services:

(A) Child support payment distributions made by the ODJFS pursuant to division (c) of Section 1 of the AM. S.B. 170 of the 124<sup>th</sup> General Assembly (10/25/2001) and rules 5101:1-29-31.1 and 5101:1-29-31.2, of the Administrative Code.

(B) All income that is federally excluded in the determination of eligibility for federal needs-based program. Federally excluded income includes the income sources identified in paragraphs (C) and (D) of this rule:



**(C)** Drug discounts and transitional assistance received under the Medicare Prescription Drug, Improvement, and Modernization Act, at Section 1860D-31(g)(6) of the Social Security Act (12/08/2003). The language in Section 1860-D-31(g)(6) of the Social Security Act, states that the availability of negotiated process or transitional assistance under this section shall not be treated as benefits or otherwise taken into account in determining an individual's eligibility for, or the amount of benefits under any other federal program.

**(D)** Monetary allowances paid under Section 401 of the Veteran's Benefits and Health Care Improvement Act of 2000, effective December 1, 2000. Payments authorized and made by the Veteran's Administration (VA) to provide certain benefits, including a monthly monetary allowance for children with covered birth defects who are the natural children of women veterans who served in the Republic of Vietnam from February 28, 1961 through May 7, 1975.

**Ineligibility Factors:**

- Individuals with any outstanding fraud/intentional program violation (IPV) balance.
- Individuals ineligible for other programs due to deliberate non-compliance with the terms of their assistance. PRC services may be provided to assistance groups sanctioned under OWF if the service can be helpful in resolving issues regarding the sanction, such as continuing family stability services or assisting a sanctioned individual in gaining or retaining employment.
- Individuals who are not a citizen of the United States or a qualified non-citizen.
- Individual who is a fleeing felon and/or a probation/parole violator.
- AG must not have any member who voluntarily quit employment or acted to cause their termination within the last 60 days without good-cause.
- An applicant or AG member who is on strike.
- AG's who do not use their own resources to help meet their needs.

**Ineligible Services:**

- Medicaid services.
- Health Care premiums.
- Services that extend beyond 4-months for non-employed adults (ex. transportation services).

**Residency:**

Applicants must be residents of Union County. Residency is established by living in the county voluntarily with the intent to remain permanently or for an indefinite period. Residency is also established by an applicant who is not receiving assistance from another county and who entered the county with a job commitment or is seeking employment, whether currently employed.

**Assistance Groups (AG):**

The PRC AG must contain a minor child (minor definition is: under the age of eighteen or age eighteen but attending high school or its equivalent and residing in the household) with a parent(s), specified relative, legal guardian, or legal custodian; or a pregnant individual; or non-custodial parent residing in the county with a minor child who lives in Ohio (the non-



custodian's children of the order are included as part of the household size for eligibility purposes), the assistance group is county defined and may contain other adult members when Identified by the applicant, that can significantly enhance the assistance group's ability to achieve economic self-sufficiency or other AG groups defined for services, ex. Kinship Caregiver services or Stabilization. See OAC 5101:1-3-04 and ORC 5107.10.

#### Application Process:

The AG member must complete the PRC application packet in full to request PRC funds. Applicants are responsible for completing all necessary documents, furnishing all available facts and information, and cooperating in the eligibility determination process. The application must be approved or denied within 10 business days after receipt of a signed application with all required or applicable documentation attached to determine eligibility or to assist with the requested service. Failure to provide required verifications or lack of participation and communication from the applicant within a reasonable time will result in automatic denial of the application. PRC is intended for emergent needs and every effort should be made to provide documents within the first 10 days of having received the application. For all approvals UCDJFS will mail ODJFS form 4074-Notice of Approval of Your Application for Assistance, all denials will receive ODJFS form 7334-Notice of Denial of Your Application for Assistance. Other forms may be used for specific programs or services. (Ex. for Stabilization and Kinship Caregiver Program form JFS 04065 is used as written notice of intent to deny, to withhold, reduce, suspend, or terminate services).

Applicants must supply social security numbers for all members listed on the application or provide proof that they are obtaining social security cards. This is a condition of receipt of TANF and is required under Section 1137 (a) of the Social Security Act.

\*The social security numbers may be used for a felony warrant match; a match of persons in violation of probation or parole by law enforcement agencies; or for the purposes of investigations, prosecutions, and criminal or civil proceedings that are within the scope of law enforcement agencies' official duties.

Applicants should be informed about other programs/services that the agency offers and hearing rights as applicable to those programs.

Once applications are approved, the agency will authorize and generate payment for the support, goods, and/or services. Payment will be made to vendors per the fiscal procedures in place for the agency unless program services state otherwise. All auditing requirements shall be met.

#### Exploring and Coordinating with Community Resources:

An applicant must use available income and available resources in meeting the presenting need. This can include on-going assistance programs such as OWF, SSI, and Food Assistance,



as well as Unemployment Compensation, Child Support and Social Security. An applicant must provide information if they have explored other resources, the agency will (obtain a signed release of information form) communicate with other social service agencies to ensure minimal to no duplication of services and how best to meet the identified need. PRC shall not be used for utility services regulated by PUCO and/or covered by emergency HEAP. Emergency HEAP benefits must be explored by the applicant before PRC approval is considered.

**Fraud and Overpayment Process:**

If it is found that the services issued under this program were erroneous due to false or misleading information supplied for or from the assistance group, or vendor an overpayment will be determined and pursued by the agency and/or the county prosecuting attorney. Pursuant to section ORC 5101.83 and rule OAC 5101:1-23-75, PRC benefits and services may not be provided to a family that fraudulently receives assistance under the OWF and PRC programs until the assistance group repays the cost of the fraudulent assistance.

**Voter Registration Process:**

The county agency, in accordance with ORC 329.051, must make a voter registration form available to persons applying for or taking part in the PRC program, these forms are attached to each PRC application.

**Non-Discrimination Statement:**

Federal laws require that an agency administering federally funded programs and activities cannot discriminate against you based on race, color, national origin, sex, religion, political beliefs, disability, and age.

You may call the Bureau of Civil Rights to submit your complaint, or you may submit your complaint in writing. If submitting by telephone you can call (614) 644-2073 or toll free 1-866-227-6353, or TTY (614) 995-9961. You can send your complaint via mail or fax. Mail to: The Ohio Department of Job and Family Services, Bureau of Civil Rights, 30 E. Broad Street, 30<sup>th</sup> Floor, Columbus, Ohio 43215, or fax to (614) 752-6381.

**Employment Laws:** Federal employment laws such as the Fair Labor Standards Act (FLSA), the Occupational Safety and Health Act (OSHA), Unemployment Insurance (UI), and anti-discrimination laws apply to welfare recipients as they apply to other workers.

**Americans with Disabilities Act:** If you have a physical or mental condition that substantially limits one or more life activities, you may have rights under Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Physical or mental conditions including for example, a learning disability, developmental disabilities, a history of drug or alcohol addiction, depression, mobility impairment, or hearing and vision impairment.

**Limited English Proficiency (LEP):** If your primary (spoken or written) language is not English, we can provide interpreter services at no cost to you, and documents in a specific language if available.

**\*\*PRC services may be limited or suspended based on the availability of funds. The covered benefits, services, or the amounts specified for the benefits and services listed in the section detailing scope of coverage may not be reduced, limited, or restricted unless the program is amended, EXCEPT in the event of loss or reduction of program funding from the State of Ohio. \*\***

**Union County Department of Human Services agree to implement the PRC plan as written above.**

  
Sue Ware-Director

4/29/24  
Date

**Amendment to Union County PRC Plan  
TANF Summer Youth Employment Plan  
May 1, 2024-September 30, 2024**

Summer youth program for individuals who are 14-18 years of age, enrolled in secondary school and in need of educational, employment, and training supports, from TANF income eligible families at or below 200% FPL, (including a non-custodial parent and youth in a foster care setting), participant must be a current resident of Union County, and meet TANF purpose 1 and 2 as outlined in the PRC plan (10/2023-9/2025).

The OhioMeansJobs (OMJ) staff will evaluate eligible participants to find the best program to support the applicant; TANF Summer Youth Employment Program (SYEP) or the Comprehensive Case Management and Employment Program (CCMEP). At the end of the SYEP, all eligible participants will explore the opportunity to volunteer to take part in CCMEP.

Union County will reimburse employers up to a flat rate of \$13.00 per hour based on rate of pay/benefits for similar job title and duties as other employees that work for the employer. All minor labor laws and regulations are to be adhered to by all participants and employers. Income earned from employment in the SYEP is not considered earned income for Food Assistance nor countable in determining Ohio Works First eligibility and level of benefits for the family.

Program outreach information will be available to local churches, schools, employers, and ads placed in local paper including digital options. Applications will be available for pick-up, requests for mail and electronic options now through May 31, 2024. Calculation of number of youth served and timeframe of program are dependent on funding amount.

**Workshop classes:** Attendance and participation required to earn incentives.

**Monday, June 3<sup>rd</sup> from 9:00 am-3:00 pm:** Soft skills, communication skills, mental health awareness presentation, and career field exploration (paramedic, firefighter, social service case manager, human resources).

**Wednesday, June 5<sup>th</sup> from 9:00 am-3:00 pm:** CPR/First Aid certifications.


**Friday, June 7<sup>th</sup> from 9:00 am-3:00 pm:** OSU Extension office healthy eating habits and culinary skills including food handling safety.

**Monday, June 10<sup>th</sup> from 9:00 am-3:00 pm:** Resume writing, Financial Literacy and career assessment and exploration, including use of VR goggles for career opportunities.

**Wednesday, June 12<sup>th</sup> from 9:00 am-3:00pm:** Career exploration results, interviewing skills, hygiene, work attire etc. Interviews and employer expectations.

**Follow-up class:** Individual follow-up class to be scheduled with participants.

**Employment:** Starts June 14, 2024-August 9, 2024.

  
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Signature-Director Union County Human Services  
or Designee.

4/27/24  
\_\_\_\_\_  
Date



<p><b>Contingency Services:</b> (An emergent need that threatens the health, safety, or living arrangement to the extent that it prohibits children from being cared for in their own home or inhibits job preparation, work, and marriage): Examples may include: Utility shut-offs, (HEAP/gap based on emergency HEAP allowance) Purchase of bulk fuel for heating, Security deposits, Eviction notices, Real estate/property taxes, Emergency shelter or temporary housing, Personal expenses (school clothing, winter coats, child restraint seats), Repair or purchase of furnace or water tank, Home repairs affecting basic structure (roof, plumbing, walls, electric, flooring), Repair or purchase of appliances (stoves, fans, refrigerators, washer/dryer or air conditioners (window unit), Furniture (beds, mattress and box springs, kitchen table, chairs), Rent or Mortgage payments.</p>	<p>At or below 200% FPL-eligibility determination by UCDJFS.</p> <p>CAP: not to exceed \$3,000.00 total allocation per 12-month period (starting from application approval), unless otherwise noted.</p> <p>CAP: \$250.00 telephone/cell phone (could include past due and reconnect) in a 12-month rolling period. Purchase of appliances 1 time in a 7-year period.</p> <p>TANF Purpose 1, 2</p> <p>Assistance Group (AG): (1) A minor child who resides with a parent, specified relative, legal guardian, or legal custodian. (2) Non-custodial parent who is attempting (payment(s) made in the past 60 days) to adhere to an order for child support/medical support. (3) Pregnant individual.</p>	<p><b>Documentation needed:</b> Complete (all pages) current lease, *(rental payments will NOT be made to family or friends of the applicant/HH members), Utility bills must be in the applicants/HH members name, *(no past bills from prior addresses), refer to PIPP enrollment if applicable, verification of home ownership and occupancy for mortgage payments, verification of need and 3 quotes for repairs(from a licensed or certified provider ex. electrician, plumber), or replacements.</p> <p>*Buying of air conditioner window units require a medical statement signed by a physician. Verification of pregnancy.</p> <p>Prior to approval of a PRC application related to domestic violence situations, the family or primary applicant should be referred, linked, assessed, or already working with a domestic violence shelter or applicable agency, such as CPS with a case plan.</p>
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\*Services NOT covered: cable, vehicle purchase, general vehicle maintenance (windshield wiper blades, lightbulbs, gas, fluids, cosmetic repairs), court-imposed fines, divorce fees, legal fees (unless otherwise noted), bankruptcy fees, home improvements, unrelated to sound structure, business liability fees, renter's insurance, medical expenses. \*Make referral to SafeLink phone service if applicable.

<p><b>Prevention and Retention Services:</b> (A service designed to divert families from ongoing cash assistance by providing short term non-assistance and assist an employed member of the AG in maintaining employment or assist unemployed or under employed AG in obtaining employment, training, or schooling). Examples may include: <b>Transportation services</b> (employment and training/schooling related), job search/job readiness, including: Vehicle repairs (to keep auto running including diagnostics and repairs), towing of vehicle to approved provider for repair or maintenance, Auto insurance, Auto payments, Gas vouchers, Driver's License or State ID fees, License Plate fees, and Vehicle Registration fees. <b>Employment services:</b> Documents needed for employment, training/schooling or participation in other social service programs ex. Picture ID, Social Security card, Birth Certificate. Hygiene related items, Work clothes, Uniforms, Tools, and Equipment. <b>Training Services:</b> Board certificates, State licensures, Industry recognized credentials, Short term educational expenses ex. Books, Manuals, Tuition (excluding out of state) for required core curriculum.</p>	<p>At or below 200% FPL-eligibility determination by UCDJFS.</p> <p>CAP: not to exceed \$3,000.00 total Allocation per 12-month period (starting from application approval), unless otherwise noted *.</p> <p>*Gas vouchers capped at \$15.00 per day not to exceed \$1350.00 (3 mo.) per rolling 12-mo. period.</p> <p>* Not to exceed 3 mo. Auto insurance</p> <p>*Not to exceed 3 mo. Auto payments</p> <p>*\$360.00 hygiene related items per AG member per rolling 12 mo. period.</p> <p>*\$8,000.00 once in an 18-mo. period for individuals who have not attained an associate degree or higher. Fees must be pre-approved, no reimbursement for expenses previously paid prior to PRC application approval.</p> <p>TANF Purpose 2</p> <p>Assistance Group (AG): (1) A minor child who resides with a parent, specified relative, legal guardian, or legal custodian (2) non-custodial parent who is attempting (payment(s) made in the past 60 days) to adhere to an order for child support/medical support. (3) Pregnant individual.</p>	<p><b>Documentation needed:</b></p> <p><b>Transportation:</b> Blue book value of auto - <b>using the private pay value vs trade in</b> (value must be greater than cost of repairs), 2 estimates from licensed or certified provider/vendor, auto payment coupon, current auto insurance declaration, auto must be leased or owned by applicant, valid/current Ohio driver's license, auto title and registration, mileage reimbursement form for gas vouchers, verification of employment or valid employment offer.</p> <p><b>Employment/Training:</b> employer statement detailing required clothing/uniforms and /or tools/equipment.</p> <p>Creation or verification of an existing OhioMeansJobs account for applicants presenting as underemployed or unemployed, this provides applicant with additional tools to aid in job search, resume writing, budgeting, and self-sufficiency. Verification of pregnancy.</p> <p>Prior to approval of a PRC application related to domestic violence situations, the family or primary applicant should be referred, linked, assessed, or already working with a domestic violence shelter or applicable agency, such as CPS with a case plan.</p>
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\*Services NOT covered: court-imposed fines or reinstatement fees for DUI convictions.



<p><b>Prevention and Retention Services cont.</b>  <b>Employment Training/Schooling for Youth and Adults under TANF and WIOA:</b>  Examples may include: Working with the OMJ staff, Soft skills, Job club, Job search, Job readiness, required assessments, Resume-writing, Mock interviews, Onsite employer interviewing, Email blast containing the most current jobs locally and in surrounding counties, Access to labor market information (LMI), Case management, Transportation, Assisting non-custodial parents with finding and maintaining employment, and other related needs as approved.  Programming related to youth may spend limited funding on food/snacks while a program is in session ex. TANF Summer Youth Employment programs-workshops.  Workshops and training linked to increased employability and skills training during scheduled/set programming can lead to incentives for encouraging and meeting milestones or achievements directly tied to work experiences, education, and training.  Financial Literacy and Budgeting =\$100.00  Career Exploration and Pathways=\$100.00  Soft Skills, Resume Building, and Interviewing Techniques=\$100.00  Earned Certificates=\$75.00 each ex. CPR, Serv Safe.  Final Survey, follow-up, programming=\$50.00</p>	<p>At or below 200% FPL-eligibility determination by UCDJFS.  CAP: not to exceed \$3,000.00 total allocation per 12-month period (starting from application approval), unless otherwise noted *.  *Gas vouchers capped at \$15.00 per day not to exceed \$1350.00 (3 mo.) in a 12-mo. period.  * Not to exceed 3 mo. Auto insurance  *Not to exceed 3 mo. Auto payments  *\$360.00 hygiene related items per AG member per 12 mo. period.  *\$8,000.00 once in an 18-mo. period for individuals who have not attained an associate degree or higher. Fees must be pre-approved, no reimbursement for expenses previously paid prior to PRC application approval.  Incentives capped at \$500.00 per participant for scheduled, formal workshops offered.  TANF Purpose 2</p> <p>Assistance Group (AG): (1) A minor child who resides with a parent, specified relative, legal guardian, or legal custodian (2) non-custodial parent who is attempting (payment(s) made in the past 60 days) to adhere to an order for child support/medical support. (3) Pregnant individual.</p>	<p><b>Documentation needed:</b>  <b>Transportation:</b> Blue book value of auto <b>using the private pay value vs trade in</b> -(value must be greater than cost of repairs), 2 estimates from a licensed or certified provider/vendor, auto payment coupon, current auto insurance declaration, auto must be leased or owned by applicant, valid/current Ohio driver's license, auto title and registration, mileage reimbursement form for gas vouchers, verification of employment or valid employment offer.  <b>Employment/Training:</b> employer statement detailing required clothing/uniforms and /or tools/equipment. Creation or verification of an existing OhioMeansJobs account for applicants presenting as underemployed or unemployed, this provides applicant with additional tools to aid in job search, resume writing, budgeting, and self-sufficiency.  Verification of pregnancy.</p> <p>Incentives are not provided to meet ongoing basic needs. W-9 required.</p> <p>Prior to approval of a PRC application related to domestic violence situations, the family or primary applicant should be referred, linked, assessed, or already working with a domestic violence shelter or applicable agency, such as CPS with a case plan.</p>
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\*Services NOT covered: court-imposed fines or reinstatement fees for DUI convictions.



<p><b>Non-Administrative Program Operational Activities:</b>  Outreach to assure awareness of benefits and services to support children and families. Examples may include: Billboards and signs, public service ads (radio/TV), presentations at workplaces or community events, promotional items, recruitment activities, educational programs and activities, employer recruitment, collaboration with local ED and Chamber, job fairs, information referrals, support of Call Center (211) and other items related to outreach.</p> <p><b>Funds cannot be used for public school programs.</b></p>	<p>At or below 200% FPL-eligibility determination  by UCDJFS-<b>N/A for this category.</b></p> <p>No monetary cap or financial eligibility requirement.</p> <p>TANF Purpose 1-4</p>	<p><b>Documentation needed:</b>  Application needed for purpose 1 or 2. (not for 3 or 4).</p>
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<p><b>Child Welfare and At-Risk Youth Services:</b> Services can be defined within a CPS case plan or as need as identified. AG's must have an active case plan. Services included should strengthen the family unit, prevent the removal of a child from his/her home, or to make reunification possible. Examples may include: case management, legal services (must lead to reunification), homemaker services (maintain a household during the periods of stress or crisis ex. personal care of small children, bills and budgeting, cleaning, meal preparation, supervising children when adult is required out of the home for emergent, required, mandated appointments), furniture, beds and other applicable household items, safety gates, safety locks, clothing, parent and child education services, employment, training, job skills, tutoring, mentoring, lice and bed bug eradication, insect infestation, rent and utility assistance, hygiene items, transportation, car seats, childcare fees, mediation services, referral only services to assessment for drug and alcohol services, rental services, or other services to prevent removal or lead to reunification of a/or child(ren).</p>	<p>At or below 200% FPL-eligibility determination by UCDJFS. CAP: not to exceed \$3,000.00 total for <u>this</u> category per 12-month period (starting from application approval), unless otherwise noted*. Applicants may be eligible for additional services/caps listed under other services within the PRC plan.</p> <p>*\$360.00 hygiene related items per AG member per 12-mo. period. *\$1,000.00 cap per infestation episode, not to exceed 2 times in a 12-month period. *Rent limited to a maximum of 4 consecutive months not to exceed \$5,000.00 in a 12-mo. period. *Gas vouchers capped at \$15.00 per day not to exceed \$1,800.00 (4 mo.) per 12-mo. period to allow for cooperation in case plan, visitation, court, and employment (if employed transportation becomes a supportive service and can go past 4 mo.).</p> <p>TANF Purpose 1, 2</p> <p>Assistance Group (AG): Parent(s), specified relatives/kinship caregivers with minor child(ren) at risk of neglect, abuse, dependency, or exploitation, including unruly/delinquency*(to prevent going into the juvenile justice system) problems.</p>	<p><b>Documentation needed:</b></p> <p>Reunification case plan-children must reside in the home or have been out of the home less than a total of six consecutive months to be eligible. Services should contribute to the reunification process.</p> <p>Complete (all pages) of current lease, documented verification of miles and appointment attended for gas voucher travel reimbursement. Budget classes will be added as a requirement to all case plans when applicable or necessary to obtain self-sufficiency.</p> <p>Prior to approval of a PRC application related to domestic violence situations, the family or primary applicant should also be referred, linked, assessed, or already working with a domestic violence shelter or applicable agency, such as CPS with a case plan.</p>
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\*Services NOT covered: Funds must not be used to supplant or substitute funding to the PCSA for services that would otherwise be a normal function of the PCSA agency; and the county agency must ensure that the funding of such programs meet the federal definition of non-assistance as contained in 45 C.R.F. 260.31. PRC cannot fund foster care services, juvenile justice services or medical services.

<p><b>Developmental Services for the Formation and Maintenance of 2-Parent Families.</b> Examples may include: Provide parenting skills training, premarital and marriage counseling, and mediation services; activities to promote parental access and supervision; initiatives to promote responsible fatherhood and increase the capacity for fathers to provide emotional and financial support for their child(ren); and crisis or intervention services.</p>	<p>At or below 200% FPL-eligibility determined by UCDJFS.</p> <p>CAP is based on contract with provider, not to exceed \$30,000.00 per contract year.</p> <p>TANF Purpose 4</p>	<p><b>Documentation needed:</b> Referrals made from CPS, CSEA, IM, or OMJ units or other county agencies.</p>
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\*Services NOT covered: Does not include clinical services, services that require a medical, clinical, or behavioral health professional, or Medicaid eligible/reimbursable services.

<p><b>Transfer of Legal Custody.</b> Situations that involve the risk for child abuse, neglect, or dependency, the transferring of custody to a specified relative/kinship caregiver, guardian, or custodian will aid in preventing children from entering the foster care system and ensure the child can remain with members of his/her family or those standing in loco parentis. Change in custody can also be related to death, medical needs, school enrollment, CPS involvement, abandonment, etc.</p>	<p>At or below 200% FPL -eligibility determined by UCDJFS.</p> <p>CAP-\$4,000.00 per AG for a 12-mo. period. Used for attorney and related fees for legally transferring custody of child(ren).</p> <p>Assistance Group (AG): A parent, specified relative, kinship caregiver, guardian, custodian, or anyone standing in loco parentis.</p>	<p><b>Documentation needed:</b></p> <p>Death certificate, or other verification or documentation related to the reason for the transfer of legal custody.</p> <p>Transfer of legal custody must not be contested.</p>
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<p><b>Service Coordination and Wraparound Coordination Services.</b> Examples may include: the provision of service coordination and wraparound services to families. Wraparound is an intensive, holistic method of engaging individuals and families with complex needs. Services often involve individualized planning and coordination of services from multiple providers and systems.</p> <p>*****</p> <p><b>Home and Community Based Services for Children and Families:</b> Services to reunite, maintain, or care for children in their home and address a crisis that puts the child(ren) at risk of child abuse, neglect, and dependency. Parent, peer/youth mentoring, non-clinical in-home parent/child coaching, in-home and out of home respite-no more than 7 consecutive days and arrangements must be reviewed by UCDJFS/CPS, transportation-limited to 4 consecutive months, structured activities to improve and strengthen the provision of social/emotional supports, (shelter, utilities, household expenses, and other services).</p> <p>(Services above), refer to Child Welfare and At-Risk Youth Services Section of PRC plan page 12.</p>	<p>At or below 200% FPL-eligibility determined by UCDJFS.</p> <p>No monetary CAP.</p> <p>TANF Purpose 1</p> <p>*****</p> <p>At or below 200% FPL-eligibility determined by UCDJFS. Families and children working with Wraparound Coordination Services or CPS.</p> <p>TANF Purpose 1</p> <p>Assistance Group (AG): A minor child who resides with a parent, specified relative, legal guardian, legal custodian or anyone standing in loco parentis, includes biological parents, stepparents, kinship caregiver who have custody of a minor child, biological and stepsiblings in the household.</p> <p>CAP: refer to Child Welfare and At-Risk Youth Services Section of PRC plan page 12.</p>	<p>Services are designed to support the family as it addresses a crisis that puts the child(ren) at risk of child abuse, neglect, or dependency.</p> <p>*****</p> <p><b>Documents needed:</b> Wraparound coordination plan, documented need of services, PRC application.</p>
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\*Services NOT covered: Does not include clinical services, services that require a medical, clinical, or behavioral health professional, Medicaid eligible/reimbursable services, foster care services, or juvenile justice services.

<p><b>Kinship Services:</b> Family support services and activities that enable kinship caregivers to provide and maintain a home for a child(ren) placed in care. Examples may include: Increased utility costs, purchase of clothing, school fees, respite care, safety gates, safety locks, car seats, transportation costs to services requested by CPS, employment, medical appointments (not medical costs), training, or other services as needed or identified.</p>	<p>At or below 200% FPL-eligibility determined by UCDJFS.</p> <p>TANF Purpose 1 CAP-not to exceed \$3,000.00 for <u>this</u> category in a 12-mo. period unless otherwise noted*. Applicants may be eligible for additional services/caps listed under other services within the PRC plan.</p> <p>Gas vouchers capped at \$15.00 per day not to exceed \$1,800.00 (4 mo.) per 12-mo. period to allow for cooperation in case plan, visitation, court, and employment (if employed transportation becomes a supportive service and can go past 4 mo.)</p> <p>Assistance Group (AG): A kinship AG is defined as any household that has a minor child(ren) who is not residing in the same household as their parent(s) and who resides with a specified relative, kinship caregiver, legal guardian, or legal custodian. This does <u>not</u> include a non-relative adult having a familiar and long-standing relationship with the child/family.</p>	<p><b>Documentation needed:</b></p> <p>Apply for Public Subsidized Child Care-JFS 7200.</p> <p>Kinship caregivers must provide itemized documentation of the expenditures to be eligible for payments or can opt to allow CPS/agency to make direct payments to vendors to cover expenditures (also requires documentation).</p> <p>Court paperwork/documents supporting legal custodian or legal guardian status, birth certificates to confirm bloodline of kinship caregiver or specified relative.</p> <p>W-9</p> <p>Services limited to kinship families that reside within Union County.</p>
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Services NOT covered: PRC cannot fund foster care services, juvenile justice services or medical services.

<p><b>Kinship Caregiver Program (Caregiving Services):</b> Support kinship caregivers in need of childcare services. Provide reasonable and necessary relief of child caring functions, which could include: Respite care (must be evaluated by the kinship caregiver to ensure child safety), before and after school programs, summer programs, camps, community center programs, and preschool programs.</p> <p>Kinship caregiver(s) must be taking part in paid employment, training, or education that prepares the caregiver for paid employment, or participating in work activities as a condition of eligibility for OWF or SNAP assistance to receive paid childcare assistance under this program. (If employed childcare becomes a supportive service and can go past 4 mo.)</p> <p>Court paperwork/documents supporting legal custodian or legal guardian status, birth certificates to confirm bloodline of kinship caregiver or specified relative.</p>	<p>At or below 200% FPL-eligibility determined by UCDJFS. TANF eligibility will be re-determined no less than every 12-months from initial eligibility, new application required.</p> <p>TANF Purpose 1</p> <p>CAPS: Payment will not exceed the attached subsidized rates for the Publicly Funded Child Care Program published by ODJFS or the percentage rates established for Step Up to Quality (SUTQ) ratings.</p> <p>Kinship Caregiver Program AG shall consist of the kinship caregiver(s) and the minor child(ren) identified by the court order.</p> <p>Limited to kinship families that live within Union County or a child in Union County CPS custody placed in another county. If the minor is placed in another county, the kinship family must apply within their county of residence, if denied the kinship family can apply in Union County. Verification of the denial is required at the time of application.</p>	<p><b>Documentation needed:</b></p> <p>W-9</p> <p>Apply for Public Subsidized Child Care first-JFS 7200, if no eligibility, or no licensed provider to accommodate the age, needs, or residency of the child they will complete a PRC application.</p> <p>With documentation of care provided, dates, times, rate, and age of child(ren), the agency will reimburse the kinship caretaker up to the stated CAP amount for unlicensed providers. Licensed providers will be reimbursed directly after providing invoice of services and rate.</p> <p>10-day change reporting requirement for the kinship family.</p> <p>Children must be under the age of thirteen and may remain eligible until they turn thirteen or under the age of eighteen at the time of application if the child meets the definition of special needs (OAC 5101:2-16-01) and may remain eligible until they turn eighteen.</p>
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<p><b>Stabilization Services:</b> Services that may be included under Stabilization are to provide for the transition of child(ren) into and maintain the child(ren) in the home of the kinship caregiver. Examples may include: rental or mortgage payments, utility payments, car payment, clothing items, shoes, mattress, bed frame, dresser, school fees, safety locks, car seat, and crib.</p>	<p>This is a one-time service available to the kinship family that the child(ren) is/are transitioning with. The county will review emergent or change in circumstances beyond the Assistance Groups control, ex. a fire, a new placement of child(ren).</p> <p>At or below 200% FPL-eligibility determined by UCDJFS.</p>	<p><b>Documentation needed:</b></p> <p>PRC application is needed for Stabilization services.</p> <p>List of items needed to maintain stabilization and transition into the home of the kinship caregiver from discussion with the family, CPS, and case managers.</p>
<p>Childcare services may not exceed four consecutive months under Stabilization. -see page 16 Kinship Caregiver Program if applicable.</p>	<p>TANF Purpose 1</p> <p>CAP-up to \$700.00 per child per month, not to exceed 4 consecutive months.</p> <p>Limited to kinship families that live within Union County or a child in Union County CPS custody placed in another county. If the minor is placed in another county, the kinship family must apply within their county of residence, if denied the kinship family can apply in Union County. Verification of the denial would be required at the time of application.</p> <p>Assistance Group (AG) for Stabilization services is the minor child.</p>	<p>Must provide all detailed receipts for reimbursement of allowable items or services purchased or provided under stabilization.</p> <p>W-9</p> <p>Court paperwork/documents supporting legal custodian or legal guardian status, birth certificates to confirm bloodline of kinship caregiver or specified relative.</p>

<p><b>TANF/PRC Disaster Assistance:</b> Additional benefits besides those in the PRC plan may be provided. Examples may include: Replacement of clothing, essential household furniture, replacement of essential appliances for eligible homeowner, sump pump and water removal, drain cleaning, minor home repairs for eligible homeowner, temporary emergency housing, cutting and removal of trees or debris for eligible homeowner, replacement of spoiled food up to \$100.00 per person not in receipt of SNAP, other emergency needs as identified and approved by UCDJFS.</p>	<p>At or below 200% FPL-eligibility determined by UCDJFS.</p> <p>CAP: \$1500.00 per family household/dwelling one-time payment per disaster event.</p> <p>Assistance from this program is intended to compliment assistance received from private insurance or other agency programs or resources if applicable. This assistance may not duplicate payment provided by another source or agency.</p> <p>TANF Purpose 1</p> <p>Assistance Group (AG): (1) A minor child who resides with a parent, specified relative, legal guardian, or legal custodian (2) non-custodial parent who is attempting (payment(s) made in the past 60 days) to adhere to an order for child support/medical support. (3) Pregnant individual.</p>	<p><b>Documentation needed: A declaration by the Governor of Ohio declaring Union County a disaster area.</b></p> <p>PRC application will be used for disaster services, must be received within 7 calendar days of the declaration of disaster.</p> <p>Income verification is based on past 30-days of income from the date of the disaster or self-attestation if documents are lost in disaster and unable to be verified by other means.</p> <p>Proof of damage through photographs, insurance statement of damage or the agency can verify in person.</p> <p>Verification of pregnancy.</p>
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<p><b>Non-TANF Funds for the Elderly and Disabled Adult Disaster Funds:</b> The individual must be adversely affected by the emergency condition. Services provided may include: emergency or temporary housing, shelter assistance, rent, rent deposits, mortgage payments, payment of moving expenses, transportation costs, damage repair or clean up, necessary clothing, furniture or household supplies, replacement of spoiled food up to \$100.00 per person not in receipt of SNAP, other emergency needs as identified and approved by UCDJFS.</p>	<p>At or below 200% FPL-eligibility determined by UCDJFS.</p> <p>CAP: \$1000.00 per family household/dwelling one-time payment per disaster event.</p> <p>Assistance from this program is intended to compliment assistance received from private insurance or other agency programs or resources if applicable. This assistance may not duplicate payment provided by another source or agency.</p> <p>Assistance Group (AG): Must be age 60 or over, or in receipt of disability benefit payment, and no minor children in the household.</p>	<p><b>Documentation needed: A declaration by the Governor of Ohio declaring Union County a disaster area and the county is eligible to receive non TANF funds.</b></p> <p>PRC application will be used for disaster services, must be received within 7 calendar days of the declaration of disaster.</p> <p>Income verification is based on past 30-days of income from the date of the disaster or self-attestation if documents are lost in disaster and unable to be verified by other means.</p> <p>Proof of damage through photographs, insurance statement of damage or the agency can verify in person.</p>
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**ATTACHMENT TO PRC PLAN 2023-2025**

- 1. COMMISSIONERS RESOLUTION AND SIGNATURE PAGE CERTIFYING COMPLIANCE TO CHAPTER 5108 OF ORC**
- 2. LEGAL NOTICE TO OBTAIN COMMENT**
- 3. PUBLIC SUBSIDIZED CHILDCARE RATES**
- 4. 2023 ANNUAL AND MONTHLY POVERTY GUIDELINES**