



Prevention, Retention, and Contingency (PRC)

**Prepared By Tuscarawas County Job & Family Services
11-01-99**

Revised 05/01/2014
Revised 04/01/2015

LIST OF SERVICES & BENEFITS

The Prevention, Retention, Contingency (PRC) program is designed to provide benefits and services to needy families and low income, employed families who are in need of help with central supports to move out of poverty and become self-sufficient. These supports include non-recurrent, short-term, crisis-oriented benefits that are directly related to the four purposes of the TANF program and do not meet the definition of federal assistance. Non-recurrent, short-term assistance addresses crisis situations and does not provide for needs extending beyond four consecutive months. These non-recurrent benefits and services may encompass more than one payment, but not more than four, in a calendar year, as long as the payment provides short-term relief and addresses a crisis situation, rather than meeting ongoing or recurrent needs. The 12-month time period begins on the date of the approval for the emergency assistance. For example, a PRC application is approved on 02-01-15, then the 12-month period will end on 02-01-16. When a new PRC application is approved during that time, the 12 months for the second PRC application will also end on 02-01-16. These benefits and services are consistent with the federal definition of “non-assistance” as found in Ohio Revised Code. The definition of non-assistance includes:

1. Non-recurrent short-term benefits that:
 - A. Are designed to deal with a specific crisis situation or episode of need.
 - B. Are not intended to meet recurrent or ongoing needs.
 - C. Will not extend beyond four months.
2. Supportive services, such as child care and transportation provided to families who are employed.
3. Services such as counseling, case management, peer support, child care information and referral, transitional services, job retention, job advancement, and other employment related services that do not provide basic income or support.
4. Transportation benefits provided under a job access or reverse commute project to an individual who is not otherwise receiving assistance.

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Assistance Group Composition

PRC benefits and services are available to a family assistance group which includes a pregnant individual (in at least the 6th month of pregnancy) or a minor child or children who reside with a parent, specified relative, legal guardian, or legal custodian. A minor child is defined as an individual who is under 18 years of age (in school or not) or an individual who is 18 years of age but not yet 19, and is a full-time student in a secondary school (or in the equivalent level of vocational or technical training). A non-custodial parent may receive PRC if he/she has been employed for at least 6 of the past 12 months, has established a court-ordered child support obligation, and has made demonstrated efforts to comply with any court-orders relative to their child support obligation. Demonstrated efforts are defined as the ordered amount of support paid, in at least the last 4 of 6 months. For non-custodial parents, the service requested must be in the name of the person who is the non-custodial parent.

A minor child may be “temporarily absent” from the home and the assistance group may still qualify for PRC. During this temporary period, the child is considered to be residing with the parent, specified relative, legal guardian, or legal custodian. “Temporary absence” has the same meaning for PRC as it does for OWF, in accordance with ORC section 5107.10 and OAC 5101:1-3-04. The absence of a member of the assistance group is temporary when the following criteria are met:

- The AG member has been absent for no longer than 45 consecutive days (see next paragraph if the child has been removed by PCSA).
- The location of the AG member is known.
- There is a definite plan set for the return of the absent AG member to the home.
- The absent child shared the home with the assistance group before the onset of the absence.

Rule 5101:1-3-04 also sets forth exception to the requirement that the assistance group member be absent for no longer than 45 consecutive days. Most relevant to PRC is the situation where a child is removed from the home by the public children services agency (PCSA), if the agency indicated that there is a reunification plan to

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return the child to the home within six months.

There may be other members in the household who may or may not be related to the minor child/pregnant individual who significantly enhance the assistance group's ability to achieve economic self-sufficiency. These other members may affect the eligibility of the assistance group. This is determined on an individual case basis as TCJFS' PRC benefits and services are customized to serve the individual assistance group.

Eligibility

In order to receive PRC benefits and services, a member of the assistance group must be a citizen of the United States or qualified alien. Eligibility for PRC is based on the assistance group demonstration and verification (when available) of the need for financial assistance and/or services. The assistance group's net income, as defined under the income section of the PRC plan, must be less than or equal to the economic needs standard established for the benefit and service requested. The economic need standards are based on federal poverty guideline measures which shall be updated annually, when the federal poverty guidelines are increased. Eligibility for contracted services through PRC funds will not be subject to all eligibility factors listed in this plan. The differences include, but are not limited to, payment on current overpayments and sanctions.

Any service which will extend past 12 months will require a new application to be filed and eligibility determined before services may continue past the 12th month.

Income

The combined net income, both earned and unearned, for all members in the PRC assistance group shall be counted, with the exception of earnings of a minor child. In addition, income listed in OAC 5101:1-24-20 is excluded from the income calculation. All income, which is received or expected to be received, during a 30-day budget period is considered when determining financial need. The 30-day budget period begins from the date of the PRC application unless the time period does not accurately reflect the expected income. In that instance, the income received in the 30 days prior to the date of application may be used.

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Net income is defined as the gross income minus the following deductions:

- 25% standard deduction from earnings only (50% standard deduction if self-employed)
- Court-ordered child and spousal support payments
- Child care expenses
- Health care costs
- Garnishments, including automatic overpayment deductions from non-public assistance programs such as: social security or unemployment.

If an applicant has been known to a JFS program eligibility system and has verified income within the past 12 months, such verification may serve as verification for PRC, if the client attests that no change has occurred.

When the income source is new, including self-employment, and no verification is yet available to client, self-attestation may be acceptable. Availability and necessity of verifications will be determined by the TCJFS worker, on a case-by-case basis. The worker will document the rationale for accepting self-attestation.

For established employment/income, written (e.g., paystubs, employer statement, etc.) or verbal verification of the income is required, unless previously verified, as noted above. For any verification that is obtained by telephone, there must be clear documentation in the PRC assistance group record regarding: the name and position of the supplier of the information, the date the information/verification was obtained, the amount of the verified income, and the name of the individual who obtained the information. A signed ODHS 7341 application/recipient authorization for release of information should be obtained from the applicant for the inquiry.

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Unearned Income

Examples of unearned income are, but not limited to:

RSDI Benefits	Alimony and Child Support
VA Benefits	Worker's Comp Benefits
Unemployment Benefits	Pension and Retirement Benefits
Investment Income	Rental Income
OWF, DA, SSI Payments	Lump Sum(s) / Lottery winnings
Money from other individual(s)	

Earned Income

Earned income is income in which an assistance group member must perform some type of labor or service to be able to receive cash. The following examples are earned income. This, too, is not intended to be an all-inclusive list.

- Earnings from work as an employee
- Earnings from self-employment
- Training allowances
- Commissions

Resources

Any liquid resources readily available to meet the presenting need; Including, but not limited to: checking, savings, and cash on hand that exceeds \$1,500, must be used before PRC can be authorized. If verification of resources is not easily obtainable, resources may be verified by self-attestation. Worker must clearly document the rationale for accepting self-attestation as verification.

Residence

PRC benefits and services are available to residents of Tuscarawas County. Residence is established by living in Tuscarawas County voluntarily with the intent to remain. Applicants without an established residence in Tuscarawas County must file an application in their county of residence.

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Ineligible Family Assistance Groups

According to state and federal law, the following are not eligible for PRC:

1. Families without a minor child.
2. A single individual, unless that individual is at least six months pregnant.
3. An individual who is not a citizen of the United States.
4. Families that have been court convicted or signed an IPV for fraudulently receiving assistance under TANF/ PRC are ineligible until repaid in full.
5. Fugitive felons.

In addition, the following are not eligible per the Tuscarawas County PRC Plan:

6. Families with outstanding overpayment(s), unless a signed repayment agreement exists and the family is current with the repayment plan.
7. Families under an OWF sanction.
8. Individuals ineligible for other programs due to deliberate non-compliance with terms of assistance.
9. Any AG in which a required PRC assistance group member has received PRC within the last 12 months in another county, if that amount equals or exceeded Tuscarawas County's Plan cap. If any balance remains, that amount will be used in determination, pursuant to the Tuscarawas County PRC plan.

Program Operation

To ensure fair and equitable treatment, the families applying for PRC shall be considered according to the standards of policy and procedures set forth within this document. The covered benefits and services, or amount specified for the benefits and services listed in the section detailing the scope of coverage, may not be reduced, limited, or restricted, unless the program is amended. Such amendment must be the result of a public hearing or through recommendation of the Planning Committee and approved by ODJFS. Any other expense or

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service which Tuscarawas County JFS believes will help the PRC assistance group obtain long-term self-sufficiency will be considered through the requisite Planning Committee or public hearing process, or by referral to non-PRC sources of assistance. Eligibility will be carefully evaluated on a case-by-case basis.

Scope of Benefits/Services

The attached chart lists the scope of benefits and services provided by the Tuscarawas County Job & Family Services PRC program. The chart also lists assistance groups served, economic need standards for a particular benefit/service, caps on benefits/services, and targeted groups. The targeted groups are used to customize service delivery specific to a family's circumstances.

Standard of Promptness

The intent of this program is to provide and authorize benefits and services within ten business days of the receipt of the signed application. In some instances, the time frames may not be met, due to unavoidable delays on the part of the applicant or the agency.

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. The denial of a PRC application due only to the expiration of the ten-day period is not cause for denial of the application. When this time limit cannot be met, the AG record should include sufficient documentation of case activity, including an explanation of expected and unavoidable delays in the application process.

Community Resources

The availability of resources within a local community shall be explored prior to the authorization of PRC. The PRC assistance group shall apply for and utilize any program, benefit, or support system which may reduce or eliminate their presenting need. An example of this would be the HEAP program.

Personnel authorizing PRC are to be aware of the community resources that could assist a family in need of immediate services. Attempts to locate community resources and arrangements made with other service providers will be documented in the PRC application.

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Applicant Responsibility

An applicant for PRC is responsible for completing all necessary documents, furnishing all required information and cooperating with the eligibility determination process. This may include ongoing assistance programs, such as OWF, DA, SSI, food assistance, unemployment compensation, social security, and special energy programs. There will be no PRC eligibility when the AG fails to make use of available income or community resources available sufficient to meet all or part of their emergent need. (This would encompass any community resources available, such as Harcatus and other community agencies that work in collaboration with the PRC program.) If no payments on recurring monthly expenses have been made since the last PRC, or any other community agency's payment, then the AG may not be eligible for further PRC payments on those recurring monthly expenses. PRC eligibility must be determined prior to service delivery to be eligible. PRC applied for on an annual basis or applications which exhibit a pattern of use, may be required to attend money management classes, if available. TCJFS reserves the right to deny PRC benefits and services to any applicant who has demonstrated a pattern of PRC actual or attempted misuse or abuse.

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Summer Youth Employment Program (SYEP)

The following assistance group, residence, resource, and eligibility information pertains to youth applying for the SYEP.

A TANF-eligible family (aka needy family) is defined as including a minor child (as noted above) who resides with a parent, specified relative, legal guardian, or legal custodian whose income is below the 200% Federal Poverty Level. Youth must register on the Ohio Means Jobs web site in order to be enrolled in SYEP.

Youth who may be eligible for the SYEP must meet one of the following descriptions:

- Youth ages 15-17 years considered a minor child in a needy family and who attends school (youth may be 18 years if they are full time students in a secondary school);
- Youth ages 18-24 years who are members of a needy family that also includes a minor child as defined above;
- Youth ages 18-24 years that have a minor child and are considered needy; or
- Youth ages 15-17 years, or 18 years if a full time student in a secondary school, who are in the temporary or permanent custody of a Public Children Services Agency and are living in a foster care placement setting in Tuscarawas County.

Resources are not a factor in determining eligibility for the SYEP.

The listing of ineligible family assistance groups (numbers 4 -8), noted on page seven of the PRC plan, do not pertain to youth applying for the SYEP.

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Benefit Recovery

Any member of a PRC assistance group, and/or member of household having an overpayment, will not be eligible for PRC benefits until a payment plan is in place. If payments are not maintained, any subsequent PRC requests will be denied. Families that fraudulently received assistance (IPV/court-convicted) under TANF/PRC/Food Assistance/Daycare/Medicaid programs will not be eligible for PRC benefits until repaid in full. An exception to this policy is for applicants of the Summer Youth Employment Program and families referred by child protective services.

Any applicant giving false or misleading information in order to obtain PRC benefits may have their application denied. If it is discovered, after authorization of benefits, that information was falsified, the applicant will be subject to repayment of any overpayment and the recovery procedures by the Benefit Recovery Unit. (See rules in OAC 5101:1-23-75.) If a PRC applicant has an overpayment, a repayment agreement will be required for PRC eligibility and mutually agreed upon monthly payments maintained. Failure to maintain scheduled payments will result in ineligibility for any further PRC service until payments are brought current. Any PRC benefit paid to an educational institution will be subject to benefit recovery if the student for whom the tuition is paid fails to successfully complete the program or the course.

Application

A family may apply for PRC benefits and services in two ways: (1) the family may fill out Form IM 36, Prevention, Retention, Contingency (PRC) program application, (2) the family may fill out an application that has been approved by the Agency for use in applying for a contracted benefit or service. The application and any other documentation gathered during the eligibility determination process will be scanned into the document imaging program. It should be noted that PRC benefits and services provided to noncustodial parents shall be scanned under the non-custodial parent's name. All PRC applications will be entered in the appropriate eligibility system (currently CRIS-E) for statewide clearance and PRC authorization.

Eligibility factors, time restraints, and amounts available to pay for the various benefits and services

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covered must be explained. When completing applications directly with clients, this is done during interview process. For all other applicants, information regarding PRC and the agency's plan are available on the county and state websites. Anyone applying for PRC services must receive appropriate information about referrals to and access to Medicaid, Food Assistance, Child Care Assistance, and other programs that provide benefits that could help them make the successful transition to work. Voter registration applications are made available to persons applying for and/or receiving assistance through the PRC program. Voter Registration Notice of Rights and Declination is included on the PRC application.

PRC assistance will be authorized with the expectation that the PRC assistance group will be able to function without additional agency help. Services and benefits shall be provided, which directly lead to or can be expected to lead the family to becoming self-sufficient in accomplishing one of the four purposes of TANF:

1. Providing assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
2. Ending the dependency of needy parents by promoting job preparation, work, and marriage.
3. Preventing and reducing out-of-wedlock pregnancies.
4. Encouraging the formation and maintenance of two-parent families.

Notice of Approval and Denial

If it is determined that the application for PRC is approved, the ODHS 4074 (Notice of Approval of Your Application for Assistance) shall be mailed or otherwise delivered. If it is determined that the application for PRC is denied, the ODHS 7334 (Notice of Denial of Your Application for Assistance) shall be mailed or otherwise delivered. These documents will be scanned into the document imaging system in addition to the application. Once the eligibility for PRC has been established and approved, payment for benefits/services will be processed and payment made to vendors according to the standard payment procedures and timelines of the county auditor's office. Authorization may occur at any time during the period beginning from the date the PRC is approved. All payments shall be made to the vendor. Policy has been written to assure all auditing

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The Board of County Commissioners certify that the County Department of Job and Family Services complied with ORC Chapter 5108 in adopting the statement of policies.

This Preventive Care Job & Family Services Model is certified as written on [redacted] on [redacted].

Effective date of plan [redacted]
[redacted]
[redacted]
Commissioner Chris Abbuhl, Vice President

Date [redacted]
Date [redacted]
Co [redacted]

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SERVICE OR BENEFIT	CAP	ASSISTANCE GROUP	ECONOMIC NEED STANDARD	TARGETED GROUP
<p><u>Tuscarawas County Summer Youth Employment Program (SYEP)</u> For full or part time positions. 100% of youth wages and all applicable fringes paid directly by subgrantee.</p>	<p>Dependent upon available funds</p> <p>\$10 per hour wage maximum. No bonuses or lump sum payments.</p>	<p>TANF Eligible Family – Youth ages 15-17 as long as the youth is a minor child in a needy family and is in school (youth may be age 18 if they are a full-time student in a secondary school)</p> <p>-Youth ages 18-24, as long as they are in a needy family that also has a minor child; or</p> <p>-Youth ages 18-24 that have a minor child and are considered needy</p> <p>-Youth in Foster Care ages 15-17 (youth may be 18 if they are a full-time student in secondary school)</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p> <p>Once eligibility is determined, youth will remain eligible through the program. A new application is required at the beginning of each new program year.</p>	<p>Youth ages 15 to 24 in low income, TANF eligible households</p> <p>Youth in Foster Care</p> <p>This service promotes TANF purpose #2</p>
<p><u>Work Support/Retention Services and Benefits</u> Supplies for new job (mechanics, tools, beautician equipment, etc.)</p> <p>Suitable attire/uniforms for employment (and/or training)</p>	<p>Supplies/tools/equipment limited to \$500 in a 12 month period</p> <p>Attire/uniforms limited to \$100 in a 12 month period</p>	<p>Parents with minor children</p> <p>Specified relatives with minor children</p> <p>Non-custodial parents</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>Newly-employed individuals, scheduled to work 20 hours a week or more</p> <p>Under employed individuals; must be employed 20 hours or more per week or in a WEP site</p> <p>This service promotes TANF purpose #2</p>
<p><u>Job Preparation Services and Benefits</u> Pre-employment testing (physical, psychological, drug screen, etc.)</p> <p>Testing for state licenses, board certification, commercial driver's license, GED etc.</p> <p>Short term, occupational training/supplies, including driver education training, (books, manuals, tuition expenses)</p> <p>Suitable attire for job interview (after referral to Goodwill)</p>	<p>Non-recurrent, short term benefits; amount needed up to \$3,000 per 12 month period</p> <p>Attire limited to \$500 per 12 month period</p>	<p>Parents with minor children</p> <p>Specified relatives with minor children</p> <p>Non-custodial parents</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>Newly-employed individuals, scheduled to work 20 hours a week or more</p> <p>Unemployed individuals in education or training 20 hours or more per week</p> <p>This service promotes TANF purpose #2</p>

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SERVICE OR BENEFIT	CAP	ASSISTANCE GROUP	ECONOMIC NEED STANDARD	TARGETED GROUP
<p><u>Transportation Services & Benefits</u> Vehicle repairs</p>	<p>Lowest of two estimates not to exceed \$1,500 in a 12 month period</p>	<p>Parents with minor children Specified relatives with minor children Non-custodial parents</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>Employed individuals. Must be employed at least 20 hours per week at minimum wage or, if new employment, promise of at least 20 hours at minimum wage</p> <p>Unemployed individuals in education or training 20 hours or more per week or unemployed and required to care for a disabled child(ren) in the home.</p> <p>This service promotes TANF purpose #2</p>
<p><u>Transportation Services & Benefits</u> Gasoline Voucher</p> <p>Driver's license reinstatement (excluding DUI or child support situations)</p> <p>Automobile liability insurance (up to four months of coverage)</p>	<p>\$50/month maximum, not to exceed \$200 in a 12 month period</p> <p>Actual expense determined pursuant the transportation policy</p> <p>No cap, once per lifetime limit.</p>	<p>Parents with minor children Specified relatives with minor children Non-custodial parents</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>Employed individuals. Must be employed at least 20 hours per week at minimum wage or, if new employment, promise of at least 20 hours at minimum wage</p> <p>Unemployed individuals in education or training 20 hours or more per week</p> <p>Families and children at risk of abuse/neglect with referral from Children Services</p> <p>This service promotes TANF purpose #2</p>

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<p><u>Child Welfare Services-TANF</u></p> <p>Family Preservation Activities – screening/assessment of services, information and referral</p> <p>Family Preservation – Custody – Case Management – to reunite child with family within six months</p> <p>Non-Custody Case Management – prevent removal of child, support maintenance of adoptions, prevent disruption of adoptions</p> <p>Monitor visitation</p>	<p>No cap on services (as needed)</p>	<p>Parents with minor children; Kinship families with children</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>No in-home case plan; no custody established</p> <p>Court involved reunification plan</p> <p>In-home case established</p> <p>Child Welfare only</p> <p>This service promotes TANF purpose #1</p>
<p><u>Respite Services</u></p> <p>To provide assistance to families with minor children who are behaviorally or developmentally challenged/delayed</p>	<p>\$2,000/year dependent upon available funding. Must use certified child care provider or foster parent.</p>	<p>Families or specified relatives with minor children who are developmentally challenged/delayed</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>Families or specified relatives with minor children who are developmentally challenged/delayed</p> <p>This service promotes TANF purpose #1</p>
<p><u>Family Disaster Services</u></p> <p>Provides benefits to assist with damage or loss sustained as a result of a natural disaster upon declaration by the Governor of Ohio. This service would be after all other resources of disaster relief have been exhausted.</p>	<p>Actual cost – up to \$1,500 dependent upon available funding</p>	<p>Parents with minor children</p> <p>Specified relatives with minor children</p> <p>Non-custodial parents</p> <p>Legal guardians/legal custodians with minor children</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>Families needing services to maintain basic needs</p> <p>This service promotes TANF purpose #1</p>
<p><u>OWF Family Diversion Services</u></p> <p>To divert eligible assistance groups from receiving OWF payments to meet short term, targeted needs such as: maternity leave assistance, medical emergency situations resulting in time off work without disability payments and interim assistance for pending unemployment compensation/workers compensation or disability/sick pay benefits.</p>	<p>Actual payment amount pursuant to the OWF payment standard for the assistance group household size</p>	<p>Parents with minor children</p> <p>Specified relatives with minor children</p> <p>Legal guardians/legal custodians with minor children</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>Parents and specified relatives with a minor child in the home which would otherwise qualify for the OWF program and associated participation requirements</p> <p>This service promotes TANF purposes #1 and #2</p>

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SERVICE OR BENEFIT	CAP	ASSISTANCE GROUP	ECONOMIC NEED STANDARD	TARGETED GROUP
<p><u>Contingency Services (An emergent need that threatens the health, safety, or decent living arrangement to the extent that it prohibits children from being cared for in their own home or inhibits job preparation, work and family life.)</u></p> <p>**Repair or purchase of appliances (for maximum per item amounts refer to vendor quotes as listed on the Innerweb and updated annually). (Only if a Children Services case and the purchase would prevent the removal or promote the return of the children.)</p> <p>**Personal expenses (clothing, child restraint seats, diapers, toiletries, etc.)</p> <p>**Home furnishings (beds, mattress & box springs, kitchen table, chairs, etc., with request from Child Protective Services only). (For maximum per item amounts refer to vendor quotes as listed on the Innerweb and updated annually.) (Only if a Children Services case and the purchase would prevent the removal or promote the return of the children.)</p> <p>**Treatment, relocation, and education due to infestation of pest(s) including but not limited to bed bugs, fleas, rodents, roaches.) (Only if a Children Services case and the service would prevent the removal or promote the return of the children.)</p>	<p>Furniture and appliances once in a lifetime per item</p> <p>For maximum per item amounts, refer to vendor quotes as listed on the Innerweb and updated annually.</p>	<p>Parents with minor children and all other household members</p> <p>Specified relatives with minor children and all other household members</p>	<p>200% Federal Poverty Level (FPL) or determined eligible for OWF, Food Assistance, or a Medicaid program with income limit of 200% FPL or lower</p>	<p>Must have referral from Children Services</p> <p>Unemployed individuals</p> <p>Under-employed individuals</p> <p>Families with children at risk of abuse or neglect</p> <p>Victims of domestic violence</p> <p>This service promotes TANF purpose #1</p>

**** Items listed on vendor list will be purchased based on that list as per procurement policy. If the item is not on the list, client must provide three written statements on costs for all purchases (lowest or best will be used for PRC).**

pub/prc/PRC/04/15

July 8, 2015

MEMORANDUM

DATE: July 8, 2015
TO: Tuscarawas County Commissioners
FROM: David W. Haverfield
SUBJECT: Prevention, Retention and Contingency (PRC) Plan

The PRC Plan is being amended to provide school clothing and supplies to children whose family is at or below 200% of the Federal Poverty Guidelines.

The proposed PRC Plan Amendment is as follows:

Back to School Program

Based on available funding, assistance may be available to TANF eligible households to assist with back to school expenses for any eligible child entering grades K-12. Services are available to families at or below 200% of the federal poverty guideline.

The simplified TANF/PRC Back to School Program application will be completed for each household. Verification of other program eligibility or at least thirty days of income verification will be required to establish gross monthly income. Thirty days of income will be the thirty days immediately prior to the application date.

Eligible purchases under the Back to School Program will include: clothing, shoes, backpacks, and school supplies. Clothing will include: socks, underwear, gloves, hats, coats. The amount of each purchase will be based on the grade in which the eligible child will be entering in the upcoming school year. See the table below:

Entering Grade	Maximum Amount, per Eligible Child
K-6	\$ 200
7-8	\$ 250
9-12	\$ 300

Available funding for this assistance will be reviewed annually.

The Planning Committee was notified via e-mail of these requested program changes.
The majority responded with approval of the amendment.

Thank you for your consideration of approval.

[Redacted]

[Redacted]

Approved by Resolution:

[Redacted]

BORG EVERETT

[Redacted]

[Redacted]

[Redacted]

[Redacted]

2015 Program Eligibility Based on Federal Poverty Level

Family Size	100% FPL	110% FPL	125% FPL	150% FPL	175% FPL	185% FPL	200% FPL
1	\$11,770	\$12,947	\$14,713	\$17,655	\$20,598	\$21,775	\$23,540
2	\$15,930	\$17,523	\$19,913	\$23,895	\$27,878	\$29,471	\$31,860
3	\$20,090	\$22,099	\$25,113	\$30,135	\$35,158	\$37,167	\$40,180
4	\$24,250	\$26,675	\$30,313	\$36,375	\$42,438	\$44,863	\$48,500
5	\$28,410	\$31,251	\$35,513	\$42,615	\$49,718	\$52,559	\$56,820
6	\$32,570	\$35,827	\$40,713	\$48,855	\$56,998	\$60,255	\$65,140
7	\$36,730	\$40,403	\$45,913	\$55,095	\$64,278	\$67,951	\$73,460
8	\$40,890	\$44,979	\$51,113	\$61,335	\$71,558	\$75,647	\$81,780

For family units with more than 8 members, add \$4,160 for each additional person at 100% of poverty; \$4,576 at 110 %; \$5,200 at 125%; \$6,240 at 150%; \$7,280 at 175%; \$7,696 at 185% and \$8,120 at 200% of poverty.