



**WORKFORCE
SERVICES**
WORKFORCE
DEVELOPMENT

Spencer J. Cox Governor

UTAH'S TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) STATE PLAN



Plan Renewal Effective December 1, 2023

Table of Contents

<i><u>Section 1 – GOALS, RESULTS, AND PUBLIC INVOLVEMENT</u></i>	<i><u>3</u></i>
<i><u>Section 2 – TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)</u></i>	<i><u>6</u></i>
<i><u>Section 3 – EMPLOYMENT PLANNING</u></i>	<i><u>15</u></i>
<i><u>Section 4 – BENEFITS</u></i>	<i><u>20</u></i>
<i><u>Section 5 – PARENTAL RESPONSIBILITY</u></i>	<i><u>24</u></i>
<i><u>Section 6 – TRIBES</u></i>	<i><u>25</u></i>
<i><u>Section 7 – FAMILY STABILIZATION INITIATIVES</u></i>	<i><u>26</u></i>
<i><u>Section 8 – ADMINISTRATION</u></i>	<i><u>28</u></i>
<i><u>ATTACHMENT A – Statutory Text</u></i>	<i><u>29</u></i>
<i><u>ATTACHMENT B – Certifications</u></i>	<i><u>32</u></i>
<i><u>ATTACHMENT C – Funding</u></i>	<i><u>34</u></i>

Section 1 - GOALS, RESULTS, AND PUBLIC INVOLVEMENT

The Department of Workforce Services (DWS) administers the Temporary Assistance to Needy Families (TANF) Block Grant along with other programs and services in a comprehensive one-stop system. Utah became the first state in the nation to consolidate employment and public assistance programs, creating Utah's Department of Workforce Services in 1997.

The department's mission is to strengthen Utah's communities by connecting the workforce to new opportunities and providing services to individuals and families in need. This mission is accomplished through cornerstones which are:

- Employee Success - We promote a culture that fosters professional and personal fulfillment for our employees.
- Customer Experience - We provide our customers with accessible, respectful and responsive service.
- Community Connection - We engage with our partners to support opportunities for communities to prosper.
- Operational Excellence - We deliver quality public service by implementing efficient solutions that are reliable and accurate.

The Department focuses on employment and seeks to serve employers by providing qualified applicants. At the same time, the department seeks to serve job seekers by engaging in activities that lead to appropriate, gainful employment tailored to meet the needs of at-risk populations.

DWS administers Utah's TANF program fairly and equitably. Utah doesn't discriminate based on age, disability, race, color, national origin, sex, political affiliation or belief, religion, or any other prohibited ground in the administration of its TANF program.

Utah refers to its one-stop, American Job Centers as employment centers. A statewide system of employment centers in nine Economic Service Areas (ESA) serve individuals and families with supportive services such as Supplemental Nutrition Assistance Program (SNAP), child care, Medicaid and other medical programs, cash assistance, job search assistance, access to job training programs, educational and employment-related opportunities for displaced homemakers, refugees, disadvantaged populations, services for people who are older and services for individuals who have disabilities.

It is the responsibility of the department's employment counselors to adhere to department policy, provide assistance for customers with disabilities and assist customers with limited English proficiency. DWS ensures equality of opportunity for persons with disabilities, limited English proficient (LEP) persons, and other populations, (for example, Tribal populations) who are eligible for services. Persons who are otherwise qualified are afforded meaningful access to TANF programs and have equal opportunity to participate in and benefit from these programs. DWS has operating methods in place which promote non-discriminatory access for all persons due civil rights protection.

DWS considers a participant's disability and LEP status in determining appropriate work activities and is prepared to identify reasonable accommodations needed to assist individuals to successfully complete program requirements, including those related to work activities.

Programs and services administered by DWS include:

- TANF cash assistance
- Transitional cash assistance
- Supplemental Nutrition Assistance Program (SNAP)
- Workforce Innovation and Opportunity Act (WIOA)
- Trade Act Assistance
- Child care assistance
- Refugee cash assistance
- General assistance
- Medicaid and other medical programs assistance
- Unemployment insurance
- Labor market information
- Employment services including counseling, screening, job preparation, referrals, and job placements
- Employment workshops
- Veterans services
- Migrant seasonal farm worker services
- Pre-employment training
- Career counseling and orientation
- Housing and Community Development Services
- Office of Rehabilitation Services (USOR) including services for the blind and visually impaired, deaf and hard of hearing, vocational rehabilitation services, and SSI/SSDI disability determination.

The Department utilizes funds from the TANF block grant to fund its Family Employment Program (FEP), employment, and education and training services for needy families. These programs assist parents into work and help reduce the cycle of dependency on public assistance. DWS also includes the Office of Child Care (OCC). OCC addresses the need for quality child care in Utah, which promotes the safety and healthy development of children while supporting working parents. DWS has a comprehensive system of child care resources for parents, including support for preschool and afterschool programs. OCC assists child care providers to improve the quality of services for Utah's children.

Eldercare Workforce

To address the growing need of the elderly population in the community, DWS assists low-income customers to train for, seek, and maintain employment in healthcare related occupations that involve elderly care. These occupations include, CNA, medical assisting and home health care.

Employment, Education and Training Services

The Department uses available training funds, including TANF block grant funds and WIOA funds, to provide employment, education and training services needed for DWS to support families in their goal to achieve economic stability and to assist in developing a qualified workforce.

The implementation of WIOA has strengthened service delivery by enhancing coordination and partnerships with local entities and supportive service agencies. WIOA's overarching goals are:

1. Increase access to education, training, and employment particularly for vulnerable populations and people with barriers to employment.
2. Create a comprehensive, high-quality workforce by aligning workforce investment, education and economic development.
3. Improve quality and labor market relevance of workforce investment, education and economic development efforts.
4. Promote improvements in the structure and delivery of services.
5. Increase the prosperity of workers and employers.
6. Reduce welfare dependency, increase economic self-sufficiency, meet employer needs and enhance the productivity and competitiveness of the nation.

Job training assistance and related services aid in the development of Utah's high quality workforce. In order for Utah's workforce to compete in the state and national employment market, individual assessment, planning, work based learning and training services are needed to prepare economically disadvantaged customers for high paying jobs. The employment goal may be to obtain a first job, better job, or a career.

Economically disadvantaged youth and adults are prepared for participation in the workforce through the provision of basic and occupational skills, development of pre-employment and work maturity skills, and a variety of worksite and classroom learning options. Dislocated workers served under WIOA are aided in re-entry into the workforce through early reemployment and referral services. Workers needing updated skills or certification are provided job training services to build upon already existing work experience and skills. Successful efforts to assist all job training customers are based on an understanding of the social, emotional, and economic factors that influence and act as barriers to an individual's employment potential.

Section 2 - TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)

TANF Needy Family describes a population that may be served using TANF funds. TANF services are available to families with dependent children under the age of 18 living in the home.

Family Employment Program (FEP)

The Family Employment Program is the TANF funded cash assistance program in Utah. FEP offers a temporary support system allowing time to address family barriers. The long-term solution for most families is employment. Successful efforts to assist families toward financial independence are based on an understanding of the social, emotional and economic factors that affect the family.

The Utah Legislature established a 36-month state lifetime limit on January 1, 1997 for Utah's TANF cash assistance participants. The Family Employment Program is based on Utah's long experience with improving services for unemployed and underemployed families through continued welfare reform initiatives. The purpose of FEP is to offer unemployed and underemployed single parents and two-parent families opportunities to increase family income through employment, and child support or social security disability when appropriate. Cash assistance for two parent families where neither parent is incapacitated is funded using state funds.

Utah continues to contract with the University of Utah's Social Research Institute to provide data and survey information depicting basic demographics, family histories (including childhood adversity and trauma), employment and educational strengths and barriers, and overall experiences with FEP staff and program components. This data, collected at periodic intervals, tracks differences between the FEP population and other groups such as WIOA participants and the general Utah population. This data is used to track changes in the population over time and to inform program and policy development and implementation. The Social Research Institute assisted in the development of FEP case worker training modules reflecting the challenges and strengths of the FEP customer including trauma-informed approaches, executive functioning skills, motivational interviewing, human development and case management.

In addition, key business measures for operational performance include: the rate of those meeting federally defined participation requirements while receiving assistance and the number of closures due to employment, marriage or other "positive" reasons.

To maintain public trust, it is paramount that FEP is viewed as an effective employment program executed with integrity. The Internal Audit Division and Program Performance units of DWS are involved in the evaluation of proper dollar distribution and have responsibility in the evaluation of the program's integrity. An audit review tool monitors case accuracy and customer participation indicators. The Investigations, Overpayments, and Collections (IOC) unit investigates alleged fraud and collects overpayments.

FEP serves all eligible unemployed or underemployed families where a dependent child resides in the home or where a woman is pregnant and in her third trimester. A dependent child is defined as a child under the age of 18, or if 18, a full-time student, reasonably expected to complete the program by the month they turn age 19. Individuals who must be part of the family's assistance filing unit include:

- All brothers, sisters, half-brothers, half-sisters, adopted brothers and adopted sisters who are residing in the same household as a dependent child, and who also meet the dependent child requirement.
- All parents, including stepparents, residing in the same household as their son, daughter, stepson or step daughter who meet dependent child requirements.
- When an individual residing in the household is required to be included in two filing units, the filing units must be combined into one filing unit.

A child who is expected to be temporarily absent from the household for no more than 180 consecutive days is considered part of the filing unit. A Native American child or a child who is deaf and blind who is temporarily absent due to boarding school, may still be considered part of the filing unit even if the temporary absence is expected to last more than 180 days.

For the Family Employment Program, a family is considered needy when they meet each of the following criteria:

- They reside in Utah.
- They meet either U.S. citizenship status or a non-citizen status of permanent legal resident, refugee, conditional entrant, Cuban/Haitian refugees or entrants, victims of human trafficking, and certain battered non-citizens, or individuals granted asylum. Qualified non-citizens, who do not meet Federal Eligible Non-citizen criteria, are barred from TANF participation for five years from date of entrance into the U.S. will be served with state dollars.
- Their countable assets do not exceed \$2,000 in value - with the equity value of all motorized vehicles exempt, except possibly in some Adoption Assistance Cases.
- They meet the following monthly income limits effective October 2022:

Household Size	Test 1 Gross Income	Test 2 Net Income	Test 3 Cash Assistance Payment Amount
1	\$608	\$329	\$383
2	\$843	\$456	\$531
3	\$1,050	\$568	\$662
4	\$1,230	\$665	\$775

5	\$1,400	\$757	\$882
6	\$1,542	\$834	\$972
7	\$1,615	\$873	\$1017
8	\$1,690	\$914	\$1065

Families moving from another state will have their TANF months counted towards their time limits for FEP as outlined in Section 4.

Individuals who have been found eligible for FEP and FEP for Two Parent (FEP-TP) families are required to take a substance abuse screening questionnaire (SASSI) after benefit issuance. If the results of the screening questionnaire indicate a reasonable likelihood of substance use involving the misuse of a controlled substance, the individual will be required to meet with a Licensed Clinical Therapist to complete an evaluation and take a drug test. Those who test positive on the drug test will be required to participate in substance abuse treatment for a minimum of 60 days as the primary activity on their employment plan. Refusing to take the substance abuse screening questionnaire will result in a FEP or FEP-TP case denial. Refusing to take a drug test when required, not agreeing to treatment, failing to successfully follow through with substance abuse treatment requirements, or subsequent positive results of required random drug testing while in treatment will make an individual ineligible for FEP or FEP-TP and will result in an immediate sanction. Individuals who are sanctioned will be ineligible for 90 days after the first occurrence or for one year if there is a second occurrence within one year.

Activity Review is the process used when frequent monitoring and early intervention identify that a parent may not be participating in required activities. Parents who are not participating in agreed upon activities and do not have reasonable cause face the possibility of an entire family household sanction for one full month.

All families statewide are offered the same access to the Family Employment Program and offered the same level of assistance. Information on families participating in FEP will be safeguarded and access restricted to only those who need information to administer programs that provide other required or needed services to the families we serve. Any person who fails to safeguard information is subject to both civil and criminal penalties.

Department rules, which bear statutory authority concerning the safeguarding and release of confidential information, specify that DWS must safeguard or restrict access to any information it has on specific individuals. Information obtained from the federal government for purposes of income-match (IRS Income Match Report) can never be released. Information that may be released to the customer may be released to other individuals with written permission from the customer. Any other requests for information, which cannot be resolved through review of the Information Disclosure Rules, Policy, Procedures will be deferred to DWS Legal Services. All DWS staff are required to review Information Disclosure training annually. It is the responsibility of the

employee's supervisor to ensure training is completed. Administrative Policy is found in section 1503 - Information Disclosure Policy.

Families have the right to ask for an agency conference or a fair hearing any time they do not agree with an action or decision on their case:

- An agency conference involves a meeting between adult family members, other appropriate family designated entities or individuals, the case manager, and the supervisor. In the conference, the action or issues they do not agree upon will be identified, a review of the case record will occur, rules and policy will be confirmed and explained, and alternative actions that could resolve the issues will be explored.
- A fair hearing will be conducted by an independent hearing officer through either in-person hearings with all parties meeting at the same place or virtually where the hearing officer conducts the hearing via a telephone conference call or virtual meeting. The family must ask for the hearing in writing within 90 days of the effective date of the case action with which they disagree, and a decision must be issued within 60 days from the date of the hearing. A family who requests a fair hearing within 10 days of the effective date of the action they disagree with may also request continued benefits while awaiting the outcome of the hearing. Fair hearings are not open to the public.

Family Employment Program for Two Parents (FEP-TP)

Utah is using state only funds to pay for assistance for FEP-TP.

Utah Adoption Assistance Program

The Utah Adoption Assistance Program provides help in getting a job, as well as cash payments, to a parent who has given birth to a child who has been placed for adoption. The program is available to any birth parent who was (or would have been) the one to take care of the child if the child had not been relinquished for adoption. Birth parents who have had their parental rights terminated by a court are not eligible for this program.

A birth parent may not receive assistance from this program for more than 12 consecutive months from the relinquishment of a child. Month one, in the twelve month period, is the month of relinquishment. Payment for part of a month counts as a whole month. Months for which no payment was made also count toward this limit. Months that a customer receives an adoption assistance payment also count toward the 36 month FEP time limit.

For a birth parent, who is receiving financial assistance for other children in the home and chooses to relinquish a child or children for adoption, a supplemental adoption assistance amount equal to the amount the household would have received had the parent kept the child will be added to the monthly amount. If the household is not eligible for FEP, the birth parent is not eligible for any TANF funded financial adoption assistance. In that instance, a birth parent may receive financial assistance from a state funded program.

Adoption Assistance has the same requirements as the Family Employment Program regarding:

- Restriction of use and disclosure of information
- Treatment of families moving into the state
- Citizenship requirements

Families receiving Adoption Assistance have the same rights as Family Employment Program families to request an agency conference or a fair hearing any time they do not agree with an action or decision on their case.

TANF Needy Family Services

The Department utilizes TANF funds to partner with external providers to assist customers with preparing, obtaining and maintaining employment through services that meet the four TANF purposes. These services are available through contractual agreements either through an inter-agency agreement, a legislative appropriation or rewarded through a grants process.

TANF services are required to meet one of the four TANF purposes set by federal TANF regulations:

1. Provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
2. Reduce the dependency of needy parents by promoting job preparation, work, and marriage.
3. Prevent and reduce the incidence of out-of-wedlock pregnancies.
4. Encourage the formation and maintenance of two parent families.

All programs and services provided under TANF purposes 1 and 2 are required to serve only needy families as defined by the State. The eligibility criteria are outlined in the next section under contractual services.

Programs and services provided under TANF purpose 3 and 4 generally do not require eligibility determination; however, programs understand that they need to target low-income, high-risk populations.

Contractual Services

A family is considered needy when all the following criteria are met:

- Resides in Utah
- Household gross income does not exceed 300% of the federal poverty level (FPL) (most contracts are held to no more than 200% FPL income limits.)
- Meet either U.S. citizenship status or

- Meet employment eligible non-citizen status following the requirements of TANF as provided by federal law.

DWS has contractual agreements with external providers to offer services that fall under each TANF purpose. TANF purpose 1 funds addiction intervention and support services, poverty mitigation efforts, domestic violence and sexual assault prevention, family preservation services, rapid rehousing services and homelessness prevention. TANF purpose 2 funds adult mentoring and peer support, basic technology skills, employment retention and job training, expungement assistance and fatherhood initiatives.

TANF purpose 3 contracts provide pregnancy prevention, healthy relationships, pre-k services, afterschool programming and youth mentoring while TANF purpose 4 funds are used for financial education, parenting and relationships skills.

Additional opportunities are continuously being explored and developed that fulfill the TANF purposes in addition to what is listed.

Other TANF Funded Services

DWS administers other programs and services internal to the department that meet TANF purposes -

- *Refugee Services*
 - Extended case management contracted through refugee resettlement agencies
 - English as a Second Language (ESL)
 - Employment counselors and job developers
 - Subsidized employment
 - Summer youth employment
 - Basic technology skills training
 - Refugee Employment Subsidized Housing

Emergency Assistance Homelessness Prevention Program

This program provides immediate short-term help to families to remedy and prevent homelessness. Services may be provided to families for up to 30 consecutive days in any 365-day period. Support provided by this program includes rent, mortgage, utility payments, and referral to legal services to avoid eviction if appropriate.

A family, with an eligible dependent child, who is homeless or in danger of becoming homeless due to a crisis situation beyond their control may be eligible for this assistance. An eligible dependent child is defined as a child under the age of 18, or if 18, a full-time student, and is reasonably expected to complete the program by the month they turn age 19.

The expectation is that one-time assistance will enable the eligible family to obtain housing, or maintain their housing and overcome the temporary crisis.

The family must meet ALL eight program eligibility requirements:

1. The family must be homeless, facing eviction, foreclosure, utility shut off, or in need of utilities, that resulted from a crisis beyond the control of the family.
2. The family must be able to secure housing, utilities, or be able to prevent the eviction, foreclosure, or utility shutoff with a one-time rent, mortgage, or utility payment.
3. The family must demonstrate the ability to resolve past due payments and pay future months' rent, mortgage, or utility payments after resolution of the crisis.
4. The family must have exhausted all other resources first.
5. The value of the household's assets cannot exceed \$2,000. Countable assets are those immediately available to the family members.
6. The gross income available to the family cannot exceed the gross income limit of the Family Employment program. This limit equals 185% of the standard needs budget (SNB) based on the household's size.
7. A household will only receive services for a 30 consecutive day period within one full calendar year. A year is defined as 365 days following the initial date the assistance was issued (not application date.). More than one payment can be issued to a household in the 30 day period if the household is eligible and the total amount of the payments do not exceed the amounts allowed in the 12-month period.
8. The family must have a dependent child who is either a U.S. citizen (this includes individuals who have been naturalized) or an eligible non-citizen who is lawfully admitted to reside permanently in the U.S. Non-citizens granted legal temporary or legal permanent status under the 1986 Immigration Reform and Control Act are not eligible for five years from their adjustment date.

Payments provided will not exceed:

- \$450 per family for one month's rent payment
- \$700 per family for one month's mortgage payment
- \$300 per family for utility payments

The Emergency Assistance Homelessness Prevention Service has the same requirements as the Family Employment Program regarding:

- Restriction of use and disclosure information
- Treatment of families moving into the state
- Citizenship requirements

Families receiving Emergency Assistance Homelessness Prevention Services have the same rights as Family Employment Program families to request an agency conference or a fair hearing any time they do not agree with an action or decision on their case.

Special Emergency Provisions for Declared National Disasters

The TANF block grant will be used to provide emergency assistance to victims of declared

national disasters. The Utah emergency rule provision will be utilized to outline policies that apply to the specific disaster needs identified.

Education and Training Services

Education and Training services may be provided to eligible unemployed or underemployed families where a dependent child resides in the home or where a woman is pregnant and in her third trimester. A dependent child is defined as a child under the age of 18, or if 18 a full-time student reasonably expected to complete the program by the month they turn age 19.

Individuals who must be part of the family's assistance filing unit include:

- All brothers, sisters, half-brothers, half-sisters, adopted brothers, and adopted sisters who are residing in the same household as a dependent child, and who also meet the dependent child requirement.
- All married parents, including stepparents, residing in the same household as their son, daughter, stepson, or stepdaughter who meet dependent child requirements.

For Education and Training Services a family is considered needy when the following criteria is met:

- Reside in Utah.
- Meet either U.S. citizenship status or an employment eligible non-citizen with status of legal permanent resident (LPR), refugee, conditional entrant or individuals granted political asylum.
- Identity is verified.
- Family's household gross income does not exceed 200% of the federal poverty level.

Child Care Services

Child care supportive services are available to eligible parents who are employed or are participating in activities that lead to employment. Child care may also be provided to families participating in FEP and the adoption assistance program. (See Section 4-Benefits-Child Care.)

The Employment Support Child Care Program is designed to help low-income working families pay their child care expenses. Parents must be working a minimum number of hours per week and meet income guidelines. Once a parent has been approved for Child Care assistance their income limit for ongoing Child Care increases, allowing parents to stay on the program longer and help mitigate the 'cliff effect.'

For Employment Support Child Care, a family is considered needy when:

- They reside in Utah.
- They meet either U.S. citizenship status or an employment eligible non-citizen with status of legal permanent resident (LPR), refugee, conditional entrant or

individuals granted political asylum.

- The family's household gross income does not exceed 85% of the state median income.

Memorandums of Understanding (MOU)

The Church of Jesus Christ of Latter-day Saints Welfare and Self-Reliance Services

- Emergency response volunteers assist with the production of kits for humanitarian distribution and other emergency response/clean-up efforts.
- Food and Clothing Production and Distribution
- Food Production and Distribution programs including canneries, farms (production of soap, milk, pasta and bread), Deseret Meat (meat packaging), Deseret Feedlot, and Deseret Grain (grain storage). The food that is grown and canned at Deseret Industry sites is sent to food banks that serve low-income Utah residents.
- Volunteer hours spent growing, preparing, and distributing food and clothing ensure that Utah's needy children and their families have proper nourishment and clothing to allow for a more successful future.

For ***Welfare and Self-reliance Services*** a family is considered needy when:

- The family's household gross income does not exceed 300% of the FPL (exception: Dominion Energy funding for furnace repair or replacement serves families at or below 125% of the FPL).
- They reside in Utah.
- They meet either U.S. citizenship status or an employment eligible non-citizen with status of permanent legal resident, refugee, conditional entrant or individuals granted political asylum.

Section 3 - EMPLOYMENT PLANNING

The purpose of the Family Employment Program (including the Family Employment Program for Two Parents and Adoption Assistance) is to help families become self-sufficient by increasing family income through employment and child support. The program will move families to work and increase economic independence in the following ways:

- **Employment planning is required and takes place in conjunction with eligibility determination.**

In order to stress the program's employment focus, assessment and employment planning occurs in conjunction with eligibility determination. From the individual's initial contact with the agency, participation requirements and the program's employment goals are clearly explained and reviewed, beginning with a required program orientation.

- **Diversion is an option instead of ongoing assistance.**

Under the diversion option, persons with the prospect of employment or other sources of income are offered job placement assistance, a financial payment of 3 months to meet immediate needs, child care, and other employment related supportive services. Transitional Medicaid or other medical programs may also be available. Continued case management is available to provide continued support and reduce recidivism.

- **Universal participation in activities leading toward employment based on individualized employment plans within program guidelines.**

Every work-eligible parent is required to participate and expected to negotiate an employment plan, regardless of his or her age or the age of the children.

Employment planning begins at contact with an employment counselor during an initial interview. There are no exceptions to universal participation. This policy allows for the implementation of Section 407, which limits participation for a parent with a child under 6 who is unable to obtain appropriate child care.

The Employment Counselor uses all available assessment information to determine if the expected level of participation is appropriate for the individual customer.

When assessment information suggests the customer cannot perform at the expected level of participation, the employment plan should support progress toward achieving the expected level of participation. Participation for these customers may mean participating at reduced hours and engaging in activities that address identified barriers that prevent them from performing the eligible activities.

The cash assistance payment is based on required participation in the activities outlined in the employment plan. Customers who are participating in priority activities which include employment, worksite placements, full time education or training, job search or a combination of these activities may be eligible to receive an

extra \$60 a month.

Dependent children ages 16 and older who are not in school or working are also required to participate in activities that support school and employment.

Child support is emphasized. Unless there is good cause, child support cooperation with the Office of Recovery Services (ORS) is a participation requirement.

Employment is supported with earned income disregards.

For a cash assistance payment, the first \$100 plus 50% of the remainder of earned income is not counted when determining the payment. This incentive is not time limited.

Transitional and extended support services are available to FEP and FEP-TP cases that close due to increased income, to support their employment transition. These services help families:

- Stabilize after the loss of FEP assistance
- Maintain employment
- Reduce recidivism

Transitional cash assistance for customers includes two months of a full financial grant, a third month of half of a financial grant and 6 months of case management with up to 18 months of additional case management services. Customers are also potentially eligible for supplemental payments to help reimburse work related expenses.

Extended support services include optional case management offered for 24 months to support increased household income through employment.

Households may continue to be categorically eligible for food stamps for 24 months. Transitional Medicaid may be available for up to 12 months. In addition, transitional or extended child care is available for six months immediately following the financial case closure. Ongoing employment support child care is available for eligible working parents.

- **Financial, Food Stamp, Medicaid and other medical programs and ChildCare rules are simplified.**

When possible, policies are aligned so staff and participants can focus on activities that lead toward employment not on activities geared at remaining eligible for assistance.

- **Wide ranges of services are available to move parents to increased economic independence.**

Services include: Emergency rental assistance, case management, assessment, occupational skills training, adult education, job development and placement, work site learning/work experience, public/private subsidized employment, mental health and substance abuse treatment and counseling, funds for work related expenses, job readiness and life skills training.

- **Domestic violence is recognized as one of the possible obstacles that individuals may need to resolve.**

Applicants and potential applicants for TANF are notified of assistance made available by the state to the victims of sexual harassment and survivors of domestic violence, sexual assault, or stalking. Case workers and other agency personnel responsible for administering the TANF program are trained in: the nature and dynamics of sexual harassment and domestic violence, sexual assault, and stalking; state standards and procedures relating to the prevention of, and assistance for, individuals who are victims of sexual harassment or survivors of domestic violence, sexual assault, or stalking; and methods of ascertaining and ensuring the confidentiality of personal information and documentation related to applicants for assistance and their children who have provided notice about their experiences of sexual harassment, domestic violence, sexual assault, or stalking.

The state meets the requirements for federally recognized good cause domestic violence waivers. The state waiver on the definition of employment activities already allows for individualized assessment and development of a plan that leads to work in accordance with 45 CFR 260.55 (b)(c)((2)(3). We will be able to waive federal participation requirements along with other program requirements specified in attachment B under Optional Certification. The waivers will be determined based on need by a worker trained in domestic violence and individuals will have a service plan developed by a person trained in domestic violence in accordance with 45 CFR 260.55 (c)(1).

Employment plans should be flexible and might include temporary waivers for work requirements, extensions of time limits, and customizing programs and resources to meet the individual needs of battered women in accordance with 45 CFR 260.55 (a). Plans are designed such that safety is a principal consideration and opportunities are available to victims to disclose if he or she is a victim of domestic violence and the necessary protections, services and support are available to achieve both safety and employment. Screening for domestic violence is an ongoing process, and individuals may voluntarily and confidentially disclose this at any time during their participation.

In accordance with 45 CFR 260.55 (b)(c)(1)(2)(3) all employees administering TANF assistance to individuals receive training in general domestic violence issues, screening issues, case work issues, procedures and referral issues. At initial assessment, all customers are asked four questions referred to as the TALE questions. These questions alert the employee that the customer may be dealing with domestic violence issues. A customer pathway is established that includes

employment planning with a licensed clinical therapist (LCT) assigned to each employment center. Economic service areas statewide are responsible for providing multiple opportunities for disclosure, referral, and for maintaining and training on resource referral information in the community. Interagency agreements will address the following items:

- FEP assistance must be clearly defined as employment based.
- Employment planning includes assessments to determine skills, limitations, and current circumstances. The employment plan will be monitored no less than every four months. Problem solving, sanctions, and case closures are consequences of non-compliance.
- Services offered include: Access to community resources, brief therapy via the LCT, short term therapy via contracted providers, long term therapy via medical provider and consideration of participation exemptions while accessing services to reduce or resolve risk for self and children.

Utah opts out of the TANF requirement that a parent who is capable of engaging in work must engage in community service employment after receiving TANF assistance for 24 months. Utah continues to require universal engagement for all work eligible parents unless reasonable cause not to participate is provided. Utah utilizes public and non-profit internships when determined appropriate to provide participants with the opportunity to enhance their employability by gaining basic work experience, on-the-job training, and the development and preservation of basic job skills and good work habits through a positive community work experience. Community work sites are only developed with sponsors who are federal, state, or local government units or agencies, or private non-profit organizations. Each sponsor signs an agreement that they will not replace regular employees with interns and that the work position did not result in the displacement of persons currently employed or the filling of established, unfilled vacancies, unless the sponsor can show that unfilled positions are the result of funding cutbacks.

Utah's efforts in providing opportunities for the unemployed and underemployed individual continues to be focused on competitive employment. Local employment centers offer employers assistance in finding qualified employees. Staff use the Family Employment Program to assist individuals in becoming prepared for those jobs. The goal of DWS is to provide the labor market with qualified competitive employees. Utah's current economy provides those competitive opportunities for the majority of individuals who are receiving assistance from FEP.

The Family Employment Program is consistently implemented across the state. Providing meaningful opportunities to participants in all areas of the state is an expectation of the program and local service delivery sites. Employment centers may choose what resources are necessary to the area for the success of an individual to achieve employment and provide those resources. The only area that may vary is where individuals reside on the Navajo Nation's tribal lands. The Navajo Nation has chosen to implement its own TANF programs, Native Employment Works (NEW) and Navajo Nation Program for Self-Reliance, which were effective January 1, 2007.

Emergency Assistance for Homelessness Prevention

This statewide service requires no employment planning. Appropriate services within the department and in the community are offered based on individual need.

Employment, Education and Training Services

Employment, Education and Training Services are provided to unemployed and underemployed parents. An assessment and employment planning process is conducted to determine the need for training services and whether the parent has the skills or qualifications needed to successfully complete the selected training or education program.

Assessment activities assist in the determination of the customer's ability to participate in activities and services through the development of the individual employment plan. The plan identifies activities the customer will participate in and includes services needed to address and resolve identified barriers. Employment goals are developed based on the assessment results, labor market evaluation and customer choice.

An employment plan will be negotiated to identify the employment goal, achievement objectives, and an appropriate combination of services for the individual to achieve the employment goal.

FEP Upward Mobility

Utah is invested in creating long-term self-sustaining career opportunities for FEP families. FEP Upward Mobility supports FEP parents with housing and utility payments while they pursue short-term education in occupations in demand that meet the following requirements:

- Full-time classroom attendance at 30 or more hours per week
- Can be completed in 15 months or less
- Provide a median wage of \$22 per hour (200% FPL for a household of 3)

By providing support to meet basic living expenses, FEP parents can stay on assistance long enough to complete a training program. Targeting programs for in-demand occupations with an earning potential of 200% FPL provides the skills necessary for families to move away from government assistance and support their family long-term.

Section 4 - BENEFITS

Family Employment Program Electronic Benefit Transfer (EBT)

The Family Employment Program will provide at least monthly issuance of cash assistance through EBT to families participating in appropriate activities such as job search, job training, adult education, community work, and other related employment activities of the program.

TANF recipients who access TANF assistance through an electronic benefit transfer, including through an automated teller machine (ATM) or point-of-sale device, in an establishment in the state that exclusively or primarily sells intoxicating liquor, allows gambling or gaming, provides adult-oriented entertainment where performers disrobe or perform unclothed, or use TANF financial assistance benefits to purchase beer, intoxicating beverages, cigarettes, or tobacco products are considered to be in violation of the program. Those found guilty of unauthorized spending of TANF financial assistance benefits may constitute an intentional program violation (IPV) and be disqualified from TANF assistance for a period of 12 months. In an effort to restrict the use of TANF funds in these locations, the state will block access of TANF transactions on state EBT cards at these locations and will maintain records of those cases in which an IPV has occurred.

Recipients who receive TANF assistance have adequate access to using or withdrawing assistance with minimal fees or charges, including opportunity to access assistance with no fee or charges outside of these restrictions. Recipients are provided information on applicable fees and surcharges that apply to electronic fund transactions involving the assistance and such information is made publicly available.

Utah's Administrative Rule R986-200-249 (Access to Assistance) states "Financial Assistance for FEP and FEP-TP is provided through an electronic benefit transfer (EBT) card. The card, instructions on its use and applicable fees will be provided to all customers. A method for obtaining assistance without a fee will be made available. In other circumstances, minimal fees and/or surcharges will apply. Information about obtaining assistance without a fee or surcharge, when fees or surcharges apply, and the amount of the fee or surcharge is available on the Department's website: jobs.utah.gov."

DWS informs TANF customers and the public about restrictions on the department's website at jobs.utah.gov. Changes are also posted on "myCase," the online account access site where DWS customers may check the status of their application or case information. A FEP agreement that is signed by the customer during an orientation includes a statement about the EBT restrictions. All customers are informed of the restrictions from the time of application and throughout the case management process. The public can view details on the Department's website jobs.utah.gov how individuals are able to access cash assistance and the ability to use or withdraw assistance with minimal or no fees or charges. Recipients are informed that they may receive cash back at no fee or charge at a retailer when doing a purchase. Other ATMs may charge a surcharge at the owner's discretion. There are two options for recipients to report when they are unable to conveniently access an ATM or POS system. They may call the DWS general questions line at 801-526-9675 to report their experience or they may also file a complaint on our website at jobs.utah.gov

under the 'contact us' link. Each report will be reviewed and addressed on an individual case basis.

Y Funds

Other supportive services may be provided to families participating in the program. This includes supplemental payments given directly to a parent to help reimburse work related expenses.

Child Care

Child Care may be provided to families participating in the Family Employment Program based on an integrated child care program. This child care program is administered based on the philosophy that all parents are responsible for the choices they make for themselves and their children. Child care assistance is available to families participating in the FEP to support their participation in approved work activities and to transition families off such assistance. Child care payments will be sufficient to ensure equal access for eligible children to comparable child care services in the state that are provided to children whose parents are not eligible to receive assistance under any other federal or state child care assistance programs.

Time Limit

The Family Employment Program began applying a 36-month lifetime limit January 1, 1997 to all families receiving cash assistance from the program with the following three exceptions:

- Specified relative families where the specified relative is not included in the Family Employment Program cash assistance payment.
- Families where all parents residing in the home are SSI participants.
- Adult(s) living on or near a reservation where the unemployment rate is equal to or greater than 50%.

A month that a parent received Temporary Assistance for Needy Families in another state will count toward the family's 36-month Family Employment Program time limit unless it falls under one of the exceptions mentioned above.

Until a national data system is developed that tracks months of assistance in another state, to determine the months of assistance in another state, all applicants will be asked what states they have previously resided in. Based on the information provided by the parent, and any other information that may become available, a contact with those states will be made to determine if the applicant received Temporary Assistance for Needy Families.

Extensions

On a month-to-month basis, the state may continue to provide cash assistance to a family who has reached its 36-month time limit if they meet a verifiable extension reason.

The state may extend 20% of the average monthly number of families receiving Family Employment Program cash assistance beyond the 60-month time limit in the previous federal fiscal year. Those within the 20% who are extended beyond the time limit will still

be required to participate in activities leading to employment and will be subject to closure of the cash assistance case for continued non-participation.

Reasons for an extension include:

- The parent is medically (to include domestic violence, physical and mental health conditions) unable to work.
- A young parent under age 19.
- A parent who must care for a medically needy dependent family member.
- The parent is a victim of domestic violence and implementing the time limit would make it more difficult for the family to escape the domestic violence situation, unfairly penalize the customers who are or have been victims of domestic violence, or unfairly penalize customers who are at risk of further domestic violence.
- A parent engaged in education or training and through no fault of their own is not able to complete the training within the 36-month time limit.
- A parent through no fault of their own experiences a delay in delivery of services by DWS, preventing the parent from obtaining employment.
- A parent completes education/training at the end of the 36 months and needs additional time to obtain employment.
- Moved to Utah after exhausting 36 months of assistance since October 1, 1996 and through no fault of their own a delay in delivery of services in the other state resulted in a hardship to the parent, preventing the parent from obtaining employment.
- A parent who has received 36 months of assistance and was employed at least 20 hours a week during the previous two months while receiving assistance and continues to be employed no less than 20 hours a month can receive an employment extension not to exceed 24 months.
- A parent currently receiving an extension, who will no longer be eligible for an extension, may be eligible for a one-month extension to look for employment. This extension reason is not available for a parent who is receiving the employment extension or the extension for a parent completing education or training because they are already eligible for additional time to obtain employment.

At no time will more than 20% of the State's average monthly number of families receiving assistance in the fiscal year exceed five years of ongoing TANF cash assistance.

Activity Review

A formal problem solving process will occur in the Family Employment Program to resolve any lack of appropriate participation by a parent residing in the household. The purpose of the activity review process is to:

- Encourage participation in appropriate activities to increase family income through employment, SSI or SSDI or child support AND
- Ensure that the individual who is choosing not to participate, has been educated about the consequences of non-participation and has made an *informed* choice about the participation and cooperation requirement AND
- Confirm that case managers and other agency staff have followed a uniform set of

procedures, analyzed agency intervention, and utilized appropriate resources to assist individuals in resolving any participation problems AND

- Provide opportunity for the individuals to establish reasonable cause for not participating.

The activity review process focuses on jointly addressing barriers to participation and exploring alternatives to arrive at a mutually agreeable level of participation. If the employment plan was determined appropriate and if a customer is unable to provide reasonable cause or verification of participation in the negotiated activities was not verified, a non-participation sanction will occur and the financial assistance will close. All activity review sanctions will be for one full month. When a customer's financial assistance is closed for activity review, the customer will be required to reapply for financial assistance and complete a trial participation period for up to two weeks before the case is opened again.

Employment, Education and Training Services

Parents eligible for Education and Training Services may receive up to:

1. \$8,000 to finance training.
2. 50% of wages paid to the employer for on-the-job training for up to a six-month period.

Section 5 - PARENTAL RESPONSIBILITY

The state strongly believes that both parents have a responsibility to support their children. All parents who are included in the FEP assistance filing family unit must participate in agreed-upon activities leading to increasing their family's income through employment, child support, and in some situations, pursuit of disability payments. The age of a parent does not affect the requirement to participate. The state also offers employment related services to unemployed parents not residing in the home so they can meet their ongoing child support obligations.

Except where good cause exists, all parents are required to provide the most complete and accurate information on every absent parent, and to fully cooperate with the Office of Recovery Services (Utah's IV-D agency) so that the family can obtain child support.

Parents have the responsibility to support their minor teen children who are parents as well. Teen parents who have a dependent child in their care must reside with their parent(s), stepparent(s), or legal guardian(s) to be eligible for FEP assistance, and the parent's income counted in the eligibility process. In cases where good cause is approved to live separately from the parents, the teen parent must still reside in a suitable adult-supervised living arrangement to be eligible for Family Employment Program assistance. Teen births affect newborn infants, their young mothers, their fathers, their families, and society. Pregnant teens have higher risks for inadequate prenatal care, incomplete education, single parenthood, and increased poverty for mother and child. In order to address the health, social, economic and educational issues that teenage pregnancy involves, the state has developed collaborative, community based prevention programs which focus on high risk teens, both male and female. Through the formation of these programs, the state will continue to work towards the goal to decrease the teen out of wedlock birth rate.

As part of the initial and ongoing assessment process of determining appropriate participation levels for parents, the state will continue to consider domestic violence as one of the possible obstacles that the family needs to resolve in order to become self-reliant. Participation for families who have been affected by domestic violence issues that impede their ability to gain or maintain employment will be tailored to include additional services and treatments so that the domestic violence barrier may be overcome.

Section 6 - TRIBES

All tribal members may apply for assistance from the Family Employment Program if they are not receiving assistance from a tribal assistance plan. Tribal members will be subject to the same eligibility, time limit, and participation requirements as other families receiving assistance from FEP. However, if a Tribe elects to continue receiving Navajo Nation's Tribal TANF Program funds, and/or Navajo Nation Program for Self-Reliance, to serve the employment and training needs of tribal members living on their tribal lands, these tribal members will be referred to the Tribe for a determination of appropriate participation requirements.

The TANF FEP months received while household families reside on Navajo Nation and Skull Valley Goshute Native American reservations do not count toward the FEP federal and state time limit. The reservation must have an unemployment level of 50% or more and meet other economic criteria to be exempt from the countable FEP month policy. This exemption is not permanent and may change based on the economic conditions of the area.

The state will continue to offer coordination efforts with the Tribes in developing employment focused programs and job opportunities for tribal members.

Section 7 - FAMILY STABILIZATION INITIATIVES

DWS has several initiatives to support TANF purposes 3 and 4 to prevent and reduce out-of-wedlock pregnancies and encourage the formation and maintenance of two-parent families. These include contracted services with local and state governments, private and non-profit entities and are targeted to assist low-income, at-risk individuals and families throughout the state.

Out-of-Wedlock Pregnancy Prevention

Out-of-Wedlock pregnancy prevention TANF funds statewide afterschool program grants to organizations serving youth ages 13 to 18. Programs utilize evidence-based curriculum and practices that focus on out-of-wedlock pregnancy, as well as project-based learning to provide high quality afterschool programming with a focus on intentional prevention, life skills education, academic support and enrichment program components.

All programs provide prevention and life skills education for male and female students focusing on specific components that can include addiction prevention, career exploration, college readiness, healthy interpersonal relationships, healthy lifestyles, high-school drop-out prevention, financial literacy, physical activity and nutrition, pregnancy sexually transmitted infection (STI) prevention, suicide prevention and violence and gang prevention. Grant opportunities include the program quality enhancement and teen after school prevention grants. DWS also grants funds to community programs that focus on prevention efforts for out-of-wedlock pregnancies. These efforts include classes and workshops that teach healthy relationships, risks of pre-marital sexual activity, and prevention efforts against sexual violence and domestic violence. These programs reach state and local law enforcement officials, the education system, community partners, and relevant counseling services to educate and train the community, including men, on the problem of statutory rape and other acts of sexual violence.

Parenting and Relationship Skills

Parenting and relationship workshops focus on helping individuals build healthy relationships along with learning parenting and relationship skills, communication strategies, premarital, marriage and family counseling and mediation services to maintain or form two-parent families. Various workshops utilize evidence based curriculum focusing on relationship education for singles, individuals in coupled relationships and parents.

Youth Mentoring

Programs offering youth mentoring services provide one-on-one or group education and training to prepare youth with essential life skills to live and participate independently and effectively in the community. Programs focus on mentoring, motivating, and building self-

esteem to prepare youth for future training, education and employment. Program materials promote self-esteem, character building, life skills, leadership opportunities, the benefits of employment, career planning, peer support groups, strategies to improve academic and social outcomes, and the importance of high school or GED completion. Program goals include improving academic and social outcomes for participating youth, facilitating the formation of secure, stable relationships, pregnancy prevention and educational opportunities that are culturally and linguistically responsive to the needs of youth.

Financial Responsibility

TANF funds several programs offering education around financial responsibility strategies including budgeting, credit management, and asset building. Service providers currently partner with DWS to offer these workshops in DWS employment centers, local community centers and through on-line experiences.

Section 8 - ADMINISTRATION

DWS has the administrative and supervisory responsibility for the Family Employment Program. DWS also has the responsibility to administer most Department of Labor Employment and Training Administration services in the state of Utah. The Executive Director of the Department of Workforce Services is a member of the Governor's cabinet.

TANF is state administered and implementation is based within nine Economic Service Areas. Each service area has several employment centers that provide programs and services. A Division Director of DWS supervises each Service Area Director.

This plan reflects Utah's current statewide Family Employment Program and Employment and Education and Training Services. Improvements and options in the program will be an ongoing continuous improvement process that will include amendments to this plan.

ATTACHMENT A - Statutory Text

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996, (Public Law 104-193) was signed by the President on August 22, 1996. The following is the statutory language relative to the State TANF plan.

SECTION 402 -- STATE PLAN REQUIREMENTS

(a)(1) (1) OUTLINE OF FAMILY ASSISTANCE

PROGRAM.

A. General Provisions - A written document that outline how the State intends to:

- i) Conduct a program, designed to serve all political subdivisions in the State (not necessarily in a uniform manner), that provides assistance to needy families with (or expecting) children and provides parents with job preparation, work, and supportive services to enable them to leave the program and become self-sufficient.
- ii) Require a parent or caretaker receiving assistance under the program to engage in work once the State determines the parent or caretaker is ready to engage in work, or once the parent or caretaker has received assistance under the program for 24 months, whichever is earlier.
- iii) Ensure that parents and caretakers receiving assistance under the program engage in work activities in accordance with section 407.
- iv) Take steps to restrict the use and disclosure of information about individuals and families receiving assistance.
- v) Establish goals and take action to prevent and reduce the incidence of out-of-wedlock pregnancies, with special emphasis on teenage pregnancies, and establish numerical goals for reducing the illegitimacy rate of the State for calendar years 1996 through 2005.

B. Special Provisions -

- i) The document shall indicate whether the State intends to treat families moving into the State from another State differently than other families under the program, and if so, how the State intends to treat such families under the program.
- ii) The document shall indicate whether the State intends to provide assistance under the program to individuals who are not citizens of the United States, and if so, shall include an overview of such assistance.
- iii) The document shall set forth objective criteria for the delivery of benefits and the determination of eligibility and for fair and equitable treatment, including

an

explanation of how the State will provide opportunities for administrative or appeal processes.

- iv) Not later than 1 year after the date of enactment of the Act, unless the chief executive officer of the State opts out of the provision by notifying the Secretary, a State shall, consistent with the exception provided in section 407(e)(2), require a parent or caretaker receiving assistance under the program who, after receiving such assistance for 24 months is not exempt from work requirements and is not engaged in work, as determined under section 404(c), to participate in community service employment, with minimum hours per week and tasks to be determined by the State.
- (2) **CERTIFICATION THAT THE STATE WILL OPERATE A CHILD SUPPORT ENFORCEMENT PROGRAM** - A certification by the chief executive officer of the State that, during the fiscal year, the State will operate a child support enforcement program under the State plan approved under part D.
 - (3) **CERTIFICATION THAT THE STATE WILL OPERATE A FOSTER CARE AND ADOPTION ASSISTANCE PROGRAM** - A certification by the chief executive officer of the State that during the fiscal year, the State will operate a foster care and adoption assistance program under the State plan approved under part E, and that the State will take such actions as are necessary to ensure that children receiving assistance under such part are eligible for medical assistance under the State plan under title XIX.
 - (4) **CERTIFICATION OF ADMINISTRATION OF THE PROGRAM** - A certification by the chief executive officer of the State specifying which State agency or agencies will administer and supervise the program referred to in paragraph (1) for the fiscal year, which shall include assurance that local governments and private sector organizations:
 - A. Have been consulted regarding the plan and design of welfare services in the State so that services are provided in a manner appropriate to local populations; and
 - B. Have had at least 45 days to submit comments on the plan and the design of such services.
 - (5) **CERTIFICATION THAT THE STATE WILL PROVIDE INDIANS WITH EQUITABLE ACCESS TO ASSISTANCE** - A certification by the chief executive office of the State that, during the fiscal year, the State will provide each member of an Indians tribe, who is domiciled in the State and is not eligible for assistance under a tribal family assistance plan approved under section 412, with equitable access to assistance under the State program funded under this part attributable to funds provided by the Federal Government.
 - (6) **CERTIFICATION OF STANDARDS AND PROCEDURES TO ENSURE AGAINST PROGRAM FRAUD AND ABUSE** - A certification by the chief executive officer of the State that the

State has established and is enforcing standards and procedures to ensure against program fraud and abuse, including standards and procedures concerning nepotism, conflicts of interest among individuals responsible for the administration and supervision of the State program, kickbacks, and the use of political patronage.

(7) OPTIONAL CERTIFICATION OF STANDARDS AND PROCEDURES TO ENSURE THAT THE STATE WILL SCREEN FOR AND IDENTIFY DOMESTIC VIOLENCE -

A. In General - At the option of the State, a certification by the chief executive officer of the State that the State has established and is enforcing standards and procedures to-

- i. Screen and identify individuals receiving assistance under this part with a history of domestic violence while maintaining the confidentiality of such individuals;
- ii. **Refer such individual to counseling and supportive services; and** (iii) waive, pursuant to a determination of good cause, other program requirements such as time limits (for so long as necessary) for individuals receiving assistance, residency requirements, child support cooperation requirements, and family cap provisions, in cases where compliance with such requirements would make it more difficult for individuals receiving assistance under this part to escape domestic violence or unfairly penalize such individuals who are or have been victimized by such violence, or individuals who are at risk of further domestic violence.

(8) PUBLIC AVAILABILITY OF STATE PLAN SUMMARY - The State shall make available to the public a summary of any plan submitted by the State under this section.

ATTACHMENT B - Certifications

The State of Utah will operate a program to provide Temporary Assistance to Needy Families (TANF) so that the children may be cared for in their own homes or in the homes of relatives; to end dependence of needy parents on government benefits by promoting job preparation, work, and marriage; 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; and encourage the formation and maintenance of two- parent families.

This program is known as the Family Employment Program.

Governor Spencer J. Cox is the Executive Officer of the State.

In administering and operating a program that provides Temporary Assistance for Needy Families with minor children under title IV-A of the Social Security Act, the State will:

1. Specify which State agency or agencies will administer and supervise the program under part A in all political subdivisions of the State:
 - a. The Department of Workforce Services is the agency responsible for administering the program.
 - b. The Department of Workforce Services is the agency responsible for supervising the program.
2. Assure that local governments and private sector organizations:
 - a. Have been consulted regarding the plan and design of welfare services in the State so that services are provided in a manner appropriate to local populations; and
 - b. Have had at least 45 days to submit comments on the plan and the design of such services.
3. Operate a Child Support Enforcement program under the State plan approved under part D.
4. Operate a Foster Care and Adoption Assistance program in accordance with part E, and certify that the State will take all necessary actions to ensure that children receiving assistance are eligible for medical assistance;
5. Provide each member of an Indian tribe, who is domiciled in the State and is not eligible for assistance under a Tribal Family Assistance plan approved under Section 412, with equitable access to assistance under the State program funded under this part attributable to funds provided by the Federal Government

6. Establish and enforce standards and procedures to ensure against program fraud and abuse, including standards and procedures concerning nepotism, conflicts of interest among individuals responsible for the administration and supervision of the State program, kickbacks, and the use of political patronage.
7. Make available to the public a summary of the State plan.

OPTIONAL CERTIFICATION

[X] The State has established and is enforcing standards and procedures to:

1. Ensure that applicants and potential applicants for TANF are notified of assistance made available by the state to victims of sexual harassment and survivors of domestic violence, sexual assault, or stalking.
2. Case workers and other agency personnel responsible for administering the TANF program are trained in the nature and dynamics of sexual harassment and domestic violence, sexual assault, and stalking; and assistance for individuals who are victims of sexual harassment or survivors of domestic violence, sexual assault, or stalking; to include
 - a. Methods of ascertaining and ensuring the confidentiality of personal information and documentation related to applicants for assistance and their children who have provided notice about their experiences of sexual harassment, domestic violence, sexual assault, or stalking.

CERTIFIED BY THE CHIEF EXECUTIVE OFFICER OF THE STATE:

Date: 11/16/2023

For Governor of Utah:

A handwritten signature in blue ink that reads "Craig Z. Cameron". The signature is written in a cursive, flowing style.

ATTACHMENT C - Funding

Section 403(a)(1)(A) provides that each eligible State shall be entitled to receive a grant in an amount equal to the State family assistance grant as defined in section 403(a)(1)(B).

The effective date of this plan amendment is June 9, 2011. The State will spend Maintenance of Effort (MOE) on the Transitional Cash Assistance program and eligible non-citizens not meeting TANF Qualified non-citizen criteria within five years of entry. MOE may also be claimed as needed for FEP, FEP TP, TCA, Early Intervention Services, academic and supportive services for youth development, volunteer programs serving eligible families and children, and The Church of Jesus Christ of Latter-day Saints Welfare Services.

Memorandums of Understanding will be in place for each service claimed as MOE during a federal fiscal year if the Department does not administer the program. Other TANF services will combine Federal TANF and State Maintenance of Effort money.

I. Payments to Agency Administering the TANF Program

Payments for the TANF program will be made to the organization managing the AFDC/JOBS programs as of August 22, 1996, unless the State indicates that the TANF administering agency is changed. If a change is made, describe the name, address and EIN number of the new organization.

II. State Payments for TANF Program

Section 405 requires that grants be paid to States in quarterly installments, based on State estimates. The State's estimate for each quarter of the fiscal year by percentage is:

For FY 2007 and Further Years-

1st <u>quarter</u>	2nd <u>quarter</u>	3rd <u>quarter</u>	4th <u>quarter</u>
25%	25%	25%	25%