

COLUMBIANA COUNTY PRC PROGRAM

A PRC service is not ongoing OWF (TANF) assistance. PRC services are: 1) services that have no direct monetary value to an individual family and that do not involve implicit or explicit income support; or 2) one-time, short-term assistance which is limited to the amount actually required to meet the presenting economic need, up to the cap amount as listed in the County Services & Benefits per 12 consecutive months of eligibility or family preservation and reunification need as specified in the Family Preservation and Reunification Services Section of the PRC Plan. **Any number of individual payments can be made during this period as long as they are distinctive, non-ongoing occurrences, and do not exceed the cap amount as listed in the County Services & Benefits Matrix and the family maximum cap of \$1,500 total in a 12-month period.**

TANF funds must be used in any manner reasonably calculated to accomplish any of the four (4) purposes of the TANF program. The four purposes are:

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

Any service or benefits paid through the One Stop System as listed in the matrix will be separate and distinctive from the county's regular cap. A PRC Assistance Group (PRC AG) is a group of individuals containing at least one minor child or a pregnant individual and treated as a unit for the purposes of determining eligibility for the PRC program. The PRC AG unit for the prevention and retention portion of the PRC program will be determined based on OWF standard filing unit procedures. The PRC AG for the contingency portion will be based on all individuals living in the household. A minor child means an individual who has not attained 18 years of age or has not attained 19 years of age and is a full-time student in a secondary school (or in the equivalent level of vocational or technical training). The minor child must be residing with their parent, a relative caretaker or legal custodian (for purposes of TANF eligibility, legal custody can only occur through court order).

A unit for the purpose of determining eligibility for the PRC Program shall be defined as: 1) all individuals residing with the minor child, or pregnant woman, or 2) a family who is in need of assistance to enable the placement of a child. 3) Employment related services shall be available to unemployed or underemployed non-custodial parents, residing in Columbiana County who

have a legal obligation to support, and whose minor child resides in Columbiana County. A unit for the non-custodial parent will consist of the non-custodial parent and the minor child(ren) residing in Columbiana County. Underemployed is defined as – Persons who are employed less than 30 hours per week or receiving weekly earnings less than the federal minimum wage multiplied by 30 hours.

ELIGIBILITY AND APPLICATION

Eligibility for PRC is dependent upon the PRC AG's demonstration and verification of the need for financial assistance and/or services, and whether the county determines that provision of PRC will satisfy the need. In order for the PRC AG to be found eligible, the PRC AG must be: 1) at or below the required percentage of the corresponding poverty level or; 2) homeless; which means an individual who lacks a fixed and regular night time residence or an individual whose primary night time residence is a supervised shelter designed to provide temporary accommodations.

PRC assistance is only available to members who haven't received PRC assistance above the monetary cap during the previous 12 months as specified in the plan and matrix. **Families receiving assistance under another program may receive PRC assistance if found eligible. Families who have received PRC assistance in another county during the past 12 months which equals or exceeds the cap amount listed in the County Services & Benefits or the family maximum cap of \$1,500 total in a 12-month period are ineligible for PRC assistance in Columbiana County.**

The county is responsible for using objective criteria when determining eligibility and approving or denying the application within 30 calendar days after completion of the application process in a fair and equitable manner, which includes verification of information. Eligibility will be carefully evaluated on a case-by-case basis. Immediate needs and whether or not the PRC Program can be of benefit will be determined by the CDJFS. Under this program, an assistance group as defined above and meets the program's eligibility requirements may receive customized assistance, goods, or services, as determined by the County Department of Job and Family Services.

This program is designed to help overcome immediate barriers to achieving or maintaining self-sufficiency and personal responsibility, thereby preventing the need for ongoing public assistance. However, the fact that an ongoing Medicaid, OWF or SNAP assistance group is active is not a determining factor in the consideration of eligibility for the PRC Program. In addition, the CDJFS must inform individuals about other programs (i.e., Medicaid, CSEA and Food Stamps) that are available and hearing rights that are applicable. Cooperation with these programs may affect future eligibility for the PRC Program.

PRC assistance will be authorized with the expectation that the PRC AG will then be able to function without additional agency help. If the applicant does not have sufficient income to

meet an ongoing expense, PRC cannot be issued. Since the amount of PRC available cannot prevent the onset or continuation of the emergent need, there is no eligibility for payment.

Services are provided to an assistance group to prevent them from reliance on and divert them from ongoing cash assistance and guide them to self-sufficiency by helping them through the presenting economic need in order to achieve family preservation and reunification. Services are also provided to a PRC AG to help members retain employment and, thereby, to achieve or continue self-sufficiency. In addition, services are provided to a PRC AG to overcome a presenting emergent economic need which, if not satisfied, threatens the safety, health or decent living arrangement of one or more PRC AG members. PRC assistance for heating fuel and heating utilities may be authorized during winter heating months as long as the applicant has applied for all available HEAP funds.

All income which is expected to be received during the thirty (30) day prospective budget period is considered when determining financial need. The thirty (30) day calendar period begins with the date that a signed PRC application is received. In certain situations where all members of the assistance group are in receipt of OWF, food assistance, child care assistance or Medicaid, the CCDJFS shall use the existing income verification in the CRISE system to document financial need. The associated PRC application must note the qualifying assistance group connection. In order to be counted, the income must be readily available to meet the presenting economic need.

Effective October 1, 2005, the following income is excluded in determining eligibility for PRC benefits and services. Excluded income includes all income that is federally excluded in determining eligibility for federal needs-based programs; income that is excluded for food stamp and OWF eligibility purposes; the amounts of drug discounts and transitional assistance received under the Medicare Prescription Drug, Improvement, and Modernization Act; Monetary allowances paid under Section 401 of the Veteran's Benefits and Health Care Improvement Act of 2000, and Child Support refunds made by ODJFS as a result of the Governor's Executive Order pursuant to Am S.B. 170.

With the above exceptions, the total gross income, both earned and unearned, of all the PRC AG members, must be counted. Exception: 1.) The gross earnings of a minor child in the Assistance Group who is a full-time student, as defined by the school, unless the minor is a parent. Minor child is defined in Section 5101:02 of the Revised Code. There are no deductions or exclusions allowed from any type of countable income. Exception: 1.) Child Support payments paid by an assistance group member for a child outside the assistance group. The amount paid, up to the amount ordered, is excluded. Written or verbal verification of income is required. For any verification which is obtained by phone, there must be clear documentation in the PRC AG record concerning the name and position of the supplier of the information, the date the verification was obtained, the amount of the verified income, and the name of the individual who obtained the verification. If income verification is unavailable, the client's statement will be documented and may be accepted. The gross amount of the PRC AG's

countable income totaled and compared to the amount which is at or below the required percentage of the corresponding poverty level. If the total PRC AG income is equal to or less than the required percentage of the corresponding poverty level, the PRC AG meets the income requirements.

A PRC AG that is discovered to have fraudulently received or improperly disposed of PRC benefits or services, i.e. sell tools or convert PRC to cash, will be required to reimburse the Columbiana County Department of Job & Family Services the full cost of the benefits or service and may be subject to possible prosecution. PRC will not be authorized to these assistance groups until the PRC amount fraudulently received or improperly disposed is paid in full. Providing false information on the application will render the household ineligible for any PRC for a twenty-four (24) month period.

Applicants who are ineligible include: 1) fugitive felons and probation and parole violators; 2) individuals with any outstanding OWF, PRC, Food Stamp, or Day Care fraud overpayment balance; 3) individuals ineligible for other programs due to deliberate non-compliance with terms of their assistance, with the exception that family reunification and preservation soft services may be provided to families involved with Children Services to meet the requirements of their case plan; 4) an unmarried, non-graduate parent under 18 not attending high school or equivalent; 5) an unmarried parent under 18 not living in an adult supervised setting; 6) a person found to have fraudulently misrepresented residence in order to obtain assistance in two or more states is ineligible for 10 years; 7) individuals residing outside Columbiana County; 8) individuals who do not follow through with referrals.

An adult PRC AG member must complete the form Prevention, Retention, and Contingency Program (PRC) Application to request PRC. A Voter Registration application is made available to persons applying for or participating in the PRC Program.

For services provided under a contractual arrangement with the agency, the application process and eligibility criteria will be included in the contract language.

EXPLORING COMMUNITY RESOURCES

Availability of resources located within the local community shall be explored prior to the authorization of PRC. For the purposes of PRC, the “community” could be defined to include areas beyond the county’s boundaries. A PRC AG is required to apply for and utilize any program, benefit, or support system which may reduce or eliminate the **presenting economic need**. For contingency service, emergent economic need is defined as an unexpected or unavoidable financial crisis which resulted in an inability to meet a presenting need. County personnel determining eligibility for PRC should be aware of community resources which may be contracted for or otherwise utilized to help meet the need. The PRC application provides a section for written documentation of the agency’s attempt to locate and utilize community resources.

The PRC assistance group must explore and use any readily available resources prior to utilizing county PRC funds.

AMOUNT AND TYPES OF ASSISTANCE

PRC payments are limited to the amount actually required to meet the **presenting economic need** up to the cap amount as listed in the County Services & Benefits per 12 consecutive month period of eligibility. **Any number of individual payments can be made during this period as long as they are distinctive, non-ongoing occurrences and do not exceed the cap amount listed in the County Services & Benefits Matrix and the family maximum cap of \$1,500 total in a 12 month period.**

Once eligibility for PRC is established, the **CDJFS Director or designee** will authorize and generate payment for the assistance, goods, and/or services. All authorized payments must be based on the lowest and most responsible of three quotes for the cost of meeting the presenting need. Authorization may occur at any time during a period beginning on the date the PRC is approved. As long as payment is authorized within the appropriate period, the actual payment may be made to vendors according to the procedures in place at the CDJFS. All PRC payments are made by the CDJFS to the vendor or PRC AG. The county must ensure that its policies meet all auditing requirements.

FAMILY PRESERVATION AND REUNIFICATION SERVICES

The Columbiana County Department of Job and Family Services may provide the following family preservation and reunification services to a child and his parent, guardian or custodian as the agency determines necessary and subject to the availability of unencumbered funds. Any number of individual payments can be made as long as they do not exceed \$2,000.00 for the assistance group over the 12-consecutive month period. Following are examples of covered services:

Diagnostic Services	Family Counseling	Respite Care
Parent Education	Family Stability Follow-up	In-Home Services
Case Management	Homemaker	Retention
Emergency Caretaker	Post Finalization Services	Transportation
Special Services for Drug & Alcohol Abusers	Unmarried Parent Services	Domestic Violence

Family Preservation and Reunification Services do not affect the \$2,000.00 cap if provided by an agency employee or an agency contracted service. Documentation will be provided by Children Services as to the need of services which may involve a case plan.

Eileen Dray-Bardon, Director

Date

Effective 10/1/2017

Prevention, Retention and Contingency Program

MONTHLY FEDERAL POVERTY GUIDELINE (FPG) MEASURE

Effective January 26, 2017

Assistance Group Size	50% Monthly FPG	100% Monthly FPG	130% Monthly FPG	150% Monthly FPG	175% Monthly FPG	200% Monthly FPG	300% Monthly FPG	Annual FPG
1	503	1005	1307	1508	1759	2010	3015	12060
2	677	1354	1760	2030	2369	2707	4060	16240
3	851	1702	2213	2553	2978	3404	5105	20420
4	1025	2050	2665	3075	3588	4100	6150	24600
5	1200	2399	3118	3598	4198	4797	7195	28780
6	1374	2747	3571	4120	4807	5494	8240	32960
7	1548	3095	4024	4643	5417	6190	9285	37140
8	1722	3444	4477	5165	6026	6887	10330	41320
9	1896	3792	4930	5688	6636	7584	11375	45500
10	2070	4140	5383	6210	7245	8280	12420	49680
11	2245	4489	5836	6733	7855	8977	13465	53860
12	2419	4837	6289	7255	8465	9674	14510	58040
13	2593	5185	6742	7778	9074	10370	15555	62220
14	2767	5534	7195	8300	9684	11067	16600	66400
15*	2941	5882	7648	8823	10293	11764	17645	70580

Numbers are rounded up from \$.50

* 130% Monthly Federal Poverty Guideline effective 10/1/17

* For each additional person, add (4,180) to the Annual FPG

Cash Asst. Policy 1/17

FPG2017chart1.xls