

**MARYLAND DEPARTMENT OF HUMAN RESOURCES
FAMILY INVESTMENT ADMINISTRATION
TANF STATE PLAN –
FEDERAL FISCAL YEARS 2012-2014**

Executive Summary

Maryland's original TANF State Plan was in effect from January 1997 through December 1999. In the last edition, effective October 1, 2008, as amended September 30, 2009, Maryland again revised the Plan to develop programs that reach all families and promote success in the workplace. Although a large number of previously welfare-dependent families in Maryland have gotten jobs and Temporary Cash Assistance (TCA) caseloads had decreased dramatically between 1995 and 2007, the economic conditions that have existed for the last four years have caused the TCA caseload to increase in Maryland. Some of our former customers were the "last hired and first fired" when companies had to reduce their work force. In other cases, there are parents and other caretakers who either are not working or are working in jobs with wages that will not raise their families out of poverty. We have also found that many previously self-supporting families are applying for benefits. These families have not previously applied for public assistance programs.

Maryland RISE (Reaching Independence and Stability through Employment) is the statewide framework for delivering education, job training, job placement, and other services to assist our customers to overcome barriers to obtaining self-sustaining employment. Key components of Maryland RISE include:

- Working with private and public sector partners to identify local growth occupations and their associated education and training requirements;
- Assessing customers respective skill sets, career interests and barriers to obtaining self-sustaining employment; and
- Developing or procuring appropriate work-related services, including academic remediation, targeted sector training, and job placement services.

Maryland RISE is built on a philosophy of "universal engagement." This means that every client is expected to participate in activities based on the results of individual assessments with the goal of employment or removing barriers to employment. Many of the remaining welfare families and many of the new families applying for TCA can be considered "hard to place" in jobs. Therefore, Maryland RISE is designed to meet the critical, essential needs of the under-employed, newly unemployed and hard-to-place.

The Family Investment Administration (FIA) formed partnerships with the Child Support Enforcement and Social Services divisions with the State Department of Human Resources, as well as with other State agencies and community organizations. FIA works with these partners to promote the Department of Human Resources' goal to protect children by assisting their families to become independent through work,

personal and family responsibility, and community involvement. The Department expanded its goal to include support for low income working families. This new edition of Maryland's TANF State Plan continues to strengthen those partnerships by empowering staff in offices across the State to work together to provide employment and training activities, supportive services, and benefits that enable customers to get jobs and improve their economic circumstances.

This Plan includes a full range of programs targeted at special problems and needy populations in every jurisdiction throughout the State. These programs are:

- Core Family Investment Program (FIP) Components – Individuals who meet technical and financial eligibility may be referred to one or more of the following FIP components when applying for assistance: Welfare Avoidance Grant (WAG), Temporary Cash Assistance (TCA), Emergency Assistance to Families with Children (EAFC), Disaster Assistance, and Alternative Programs (developed and implemented by a local department, tailored to fit the unique needs of that jurisdiction). These programs are funded out of federal TANF, Segregated TANF, TANF- Maintenance of Effort (MOE), Co-mingled Funds or State General Funds not counted toward the TANF-MOE requirement as appropriate and as reported in Maryland's fiscal reports.
- Separate State TCA Programs – Because of their special circumstances, the State of Maryland serves the following families in a Separate State TCA Program funded with 100% TANF Maintenance of Effort (MOE) funds. The eligibility requirements are the same as for TANF/TANF-MOE funded families.

Separate State TCA Programs include:

- Certain households, with one or more adult qualified immigrants who were admitted to the country after August 22, 1996, and who are not eligible for federal TANF, consisting of a pregnant woman and, if applicable, the other parent of the unborn, and who have no other children in the household;
- families in which the only child is a 19-year old child who is a full time student who will graduate in the year the child turns 19; and
- adult parent families with a hardship exemption who are not eligible under federal law because of the 20% exemption limit. A family is considered having a hardship as defined in the Maryland Temporary Cash Assistance (TCA) manual and the Code of Maryland Regulations at 07.03.03.20 and when:
 1. There is an Independence Plan formulated by the customer and the case manager which states:
 - a. The activities and other actions that customer is expected to complete; and

- b. Supportive services the local department is expected to provide to the family
- 2. Documentation in the case record shows that the customer has:
 - a. Been offered or provided supportive services by the local department as stated in the state plan
 - b. Demonstrated a good faith effort to participate in work activities that may include finding and keeping a job; and
 - c. Experienced significant barriers beyond the customer's control that may include finding and keeping a job
- Segregated TCA Programs – The State of Maryland serves families with at least one employed adult assistance unit member, who has countable earned income and receives Maryland's 40 percent income disregard, in a Segregated TCA Program funded with 100 percent State TANF funds. The eligibility requirements are the same as for TANF/TANF-MOE funded families. Time limits do not apply to these working families. Maryland also will provide Adoption Services Funds for services other than income assistance to needy adoptive families in which an unrelated adult is in the process of adopting a child who is not eligible for title IV-E adoption assistance.
- Segregated Federal TANF Funds (Purposes three and four of the TANF Law) – The State of Maryland serves families with children with effective and efficient programs reasonably calculated to accomplish the third and fourth purposes of the TANF law—to prevent and reduce out-of-wedlock pregnancies and to encourage the formation of and to maintain two-parent families. These programs are not means tested. The programs include but are not limited to:
 - Maryland's Tomorrow, Home Visiting, Adolescent Pregnancy Prevention, Family Support Center Network, HotSpot Communities Initiative, Project Retain, Responsible Choices Projects, Maryland Fatherhood/Motherhood Initiative, Offender Work Force Transition Initiative, Block Grant Programs, and Maryland Higher Education Commission scholarship programs.
- Commingled Funds (Purposes three and four of the TANF Law)– The State of Maryland serves families with children with effective and efficient programs reasonably calculated to accomplish the third and fourth purposes of the TANF law—to prevent and reduce out-of-wedlock pregnancies and to encourage the formation of and to maintain two-parent families. These programs are means tested with the exception of specific healthy marriage and family formation programs referenced in sections 403(a)(2)(A)(iii) and 403(a)(2)(C)(ii) of the Deficit Reduction Act of 2005. The commingled programs include but are not limited to:

- Means tested: Substance Abuse Treatment and Services Program, Child First Authority Extended School Day Programs, After School Programs, and Howard P. Rawlings Program of Educational Excellence Awards and Programs Funded and Administered by Entities Other than the Local Departments of Social Services.

There are instances when programs that are not means tested serve eligible families. The State will count these expenditures for services received by needy families as TANF-MOE expenditures only when an audit trail can be established that links the non-means tested service to needy families. One example is when a program supplies an enrollment list and it is matched to the TCA caseload. If the list shows that five percent of families served were needy, then five percent of the non-federal expenditures for that fiscal year may be claimed as TANF-MOE.

- Not Means tested: The Maryland Healthy Marriage /Healthy Families Initiative, Responsible Fathers Programs, Office of Work Opportunities Youth Operations - Youth Service Program, Community Partnerships, Safe and Stable Families, Baltimore City Public Schools After School Program, Juvenile Delinquency Prevention and Diversion Initiative, Enhancement Grants to Local School Systems.
- Commingled Funded Programs (Purposes one and two of the TANF law) – The State of Maryland serves families and children with programs reasonably calculated to accomplish the first and second purposes of the TANF law – to provide assistance to needy families and to end dependence of needy parents by promoting job preparation, work and marriage. The commingled funds are federal TANF and TANF-MOE or other sources that are not federal TANF or TANF-MOE. Maryland reports the exact amount of TANF and/or TANF-MOE funds charged to these programs using appropriate mechanisms. Eligibility for the following programs is limited to those families with incomes under 300% of the federal poverty level in effect at the time of service. The programs include:
- Refundable Earned Income Tax Credits, Substance Abuse Treatment for Non-Waiver Recipients, Children in Need of Assistance – Drug Addicted Babies, DHR/SSA Model Demonstration Program at Tuerk House, Post-Entitlement Case Management Services, Attendant Care Program, In-Home Aide Services, Job Skills Enhancement Pilot Program, Job Skills Enhancement for Non-TCA Families, Family Preservation, The Housing Counselor Program, Individual Development Accounts, Homelessness Prevention Program, The Homeless Women – Crisis Shelter Home Program, The Domestic Violence Program, The Displaced Homemaker Program, The Maryland Emergency Food Program, Summer Youth Employment, Refugee Employment Services, Post Adoption Services, Informal Kinship Care Services, Independent Living Program – Kinship Care Families, Kinship/Foster Care Maintenance Payment, Local Programs Administered by the Local Departments of Social Services, Adoption Assistance and Limited English Proficiency. The Electric Universal Service Program, while

included in this group, has a lower eligibility limit of 175 percent of the federal poverty level.

- Separate State Programs Funded by 100 percent TANF-MOE – The State of Maryland serves families and children with programs reasonably calculated to accomplish the first and second purposes of the TANF law—to provide assistance for needy families and to end dependence of needy parents by promoting job preparation, work and marriage. These are means tested and are funded out of 100 percent TANF-MOE funds. Maryland reports the exact amount of TANF funds charged to these programs using the appropriate federal mechanisms. Unless otherwise specified in the Plan, eligibility for these programs is limited to those families with incomes under 300 percent of the federal poverty level in effect at the time of service delivery. These programs include:
 - Rental Assistance Program (RAP) to Work, Judith P. Hoyer Early Child Care and Family Education Centers (Judy Centers) and Adoption Benefits Funds
- Programs funded by State General Funds Not Counted Toward the TANF Maintenance of Effort Requirement – We serve families with two parents in the assistance unit where both are able-bodied, and families with a parent and/or child who has a disability which will last more than 12 months and who is required to apply for SSI, and the SSI application is approved, pending, or in the appeal stage, in a solely state-funded program.

In our State, the vision for welfare reform is “A Maryland where everyone works, families are strong, children are properly cared for, and partnerships are found among families, businesses, faith and non-profit communities, and governments.”

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES STATE PLAN

The State of Maryland's Family Investment Program (FIP) provides temporary assistance to needy families with children while preparing program participants for independence. The FIP assistance consists of services and/or cash assistance to eligible individuals. The assistance program components under FIP include Welfare Avoidance Grants, Child Care and Medical Assistance, Temporary Cash Assistance (TCA), and a full range of programs targeted at special problems and populations.

The Federal Block Grant funds for many program components are allocated to local jurisdictions recognizing that the local jurisdictions recognizing that the local jurisdictions are often able to accurately target resources on the services needed by their customers. Each local department submits a plan defining the program for their jurisdiction. Maryland's Department of Human Resources (DHR) approves the plan. These local plans are public documents. The Department maintains a file of these approved plans for review by federal, state and local officials, as well as members of the public. The core program components are available in all jurisdictions. The requirements and procedures may be tailored to fit the unique population of the jurisdiction.

Financial and technical eligibility criteria are the same for all programs, including those funded by state maintenance of effort, unless otherwise noted in program descriptions. The financial (income and resource) eligibility criteria for the FIP core components are found in the Code of Maryland Regulations section 07.03.03. Unless otherwise stated in their program descriptions, FIP non-core programs that are described as serving needy families have income criteria but do not have resource criteria.

Maryland's TANF State Plan is effective October 1, 2011.

Core Family Investment Program Components. Eligible individuals may be referred to one or more program components during the application process. The FIP core components all have the same eligibility criteria mentioned above, unless noted in the component description. They are funded out of TANF, TANF-MOE or Commingled Funds as appropriate and as reported in Maryland's fiscal reports.

- Temporary Cash Assistance (TCA). Individuals may apply for TCA when available resources and referrals do not fully address their families' needs. Applicants must satisfy child support requirements before their applications for TCA are approved. Medical Assistance coverage is automatic for each member of an active TCA assistance unit. Medical Assistance coverage is automatic for each member of an active TCA assistance unit.

- Diversion Programs. Maryland operates a diversion program:
 - Welfare Avoidance Grant (WAG). A local department may offer a WAG according to criteria described in a local plan approved by DHR. A WAG is a one time only, short-term cash benefit to a family with children, which is paid based on an agreement signed by the applicant or recipient and the local department. Following the intent of §407 of the Social Security Act, WAG is a non-assistance TCA diversion program that provides for a specific family crisis or family episode of need, rather than a chronic or continuing situation. A WAG payment is not intended to cover a family's on-going needs. Applicants or recipients may not receive TCA during any period covered by a WAG. An application for TCA is denied during the period covered by the WAG. Any on-going TCA case would be closed. This program provides non-assistance.

- Alternative Programs. An alternative program is an optional program in addition to FIP which may be developed and implemented by a local department to achieve the goals of FIP. The program shall have the approval of the Secretary of DHR, is funded within the local department's allocated funds and any local supplement, and operates within Federal requirements. Local Department welfare diversion programs are included in this category.

- Emergency Assistance to Families with Children. Maryland elected to grandfather in its EAFC plan. The State uses Segregated Federal TANF funds to operate this program. Funds are allocated to local departments to meet emergencies for families with children according to local plans. The financial eligibility criteria for this component differ from the other components in that the family is needy if they have an emergency situation as defined in the local plan and do not have income or readily liquid assets to meet that emergency. The family's income must be below 500 percent of the federal poverty level. The local plans provide help to needy families that meets one or more of the four purposes of the TANF Act. Maryland elects to exercise its grandfathering authority to implement with an effective date of September 30, 1995 for any purposes relating to section 404(a) (2) of the Act. While the grandfathering elected here covers items that might normally not be included under TANF, these programs also cover TANF purpose 1 and 4 providing assistance to needy families and to encourage the formation and maintenance of two-parent families..

- Emergency Assistance to Families with Children. As noted above, Maryland elects to exercise its grandfathering authority, using Segregated Federal TANF funds, to implement with an effective date of September 30, 1995 for any purposes relating to section 404(a) (2) of the Act. This specifically includes the emergencies of:
 - Preventing the homelessness of a child under age 21 by preventing eviction, put out, or
 - foreclosure because of lack of funds and

- the turn off of essential utilities.

Disaster Assistance:

A disaster may be any natural or man-made event that disrupts the lives of families by destroying or disrupting all or part of their homes, possessions, sources of income, etc.

Maryland may opt in the face of a particular disaster to relax its residency requirement for families, affected by such disaster, who have arrived from another State, even on a temporary basis. The ability to take this option is reserved to the Secretary of the Department of Human Resources. Title IV-A of the Act does not preclude a State from providing assistance or other benefits to eligible families or eligible individuals. Where feasible given the nature of the disaster, Maryland will contact the family's prior State of residence to learn the facts of their situation-- e.g., for purposes of deciding onset of assistance or for purposes of the 5-year time limit for receipt of federally funded assistance.

In such a disaster, Maryland will first provide "non-recurrent, short term" benefits outlined in 45 CFR 260.31(a)(3)(b)(1) which excludes from the definition of "assistance" benefits designed to deal with a specific crisis situation or episode of need, not intended to meet recurrent or ongoing needs, and will not extend beyond four months. In order to handle persons who have experienced such a disaster in the quickest and most cost-efficient manner, Maryland will provide these benefits through its existing TCA structure, including monthly payment levels. Because such benefits are not "assistance," they are not subject to a variety of TANF requirements such as work participation, time limits, child support assignment, and detailed data reporting.

Because the needs of families experiencing a disaster are comprehensive, they may go beyond these payments; these families may also be eligible for Welfare Avoidance Grants, Emergency Assistance to Families with Children, or on-going Temporary Cash Assistance as described elsewhere in this plan.

Program Requirements. The requirements for the TCA Program are:

- Assessment. The application for the FIP program includes an assessment that considers the individual's reasons for applying for, or continued reliance on, assistance, their educational level, job skills and readiness, identifying potential impairments and disabilities and interests to enable evaluation for appropriate program activities, and any available personal and family resources to facilitate independence. Based on the assessment of needs, the local department offers supportive services to the individual which may include, but are not limited to, child support services, job services, the Food Supplement Program (FSP), Medical Assistance, social services, referral to Family Planning and Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) Services, child care, transportation, and other appropriate services.

The applicant signs a Family Responsibility Plan with the local department specifying the requirement to comply with requests for cooperation, participation in work activities, and supportive services which the local department provides. The applicant's actions may include, but are not limited to, participating in child support activities, job search activities, employment activities, community service, and substance abuse treatment programs, if appropriate.

- The State of Maryland elects the option to comply with the requirements of the Individual Responsibility Plan within 180 days after the effective date of the Act for recipients of TCA, and within 90 days for applicants of TCA.
- Application Decision. A decision on an application for any FIP component is made as promptly as possible but no later than 30 calendar days from the date the signed application is received in the local department.
- Residence. The applicant and all recipients shall be residents of the State. A resident of the State is one who is living in the State voluntarily and not for a temporary purpose and has no immediate intention of moving from the State, and is not receiving assistance from another state.
- Treatment of Families Moving into Maryland from Another State. Maryland treats families moving into Maryland from another state no differently than any other family residing in Maryland.
- Citizenship Status. A FIP recipient must be a U.S. citizen or a qualified alien as defined in §8 USC 1611 et seq, as amended. A State program for other qualified legal immigrants not eligible under federal law has been developed and is paid with 100 percent state maintenance of effort (MOE) funds.
- Employment and Education Requirements. Each adult in the assistance unit, and each child age 16 years or older in the assistance unit who is not enrolled full-time in school, must participate as requested in a work activity which is approved by the local department and is likely to result in unsubsidized employment. The participation requirement is based on the concept of immediate universal engagement and is compliant with the 24 month work rule found in §402(a)(1) A (ii) of the TANF law.

Exemptions from the work activity requirements are:

- Adults who are required to care for a child under age one who is a member of the assistance unit (This exemption applies for a cumulative total of 12 months for a parent's lifetime and does not apply to each child.)
- Children under age 16.
- A teen parent (either head of household or included as a child on an adult's TCA case) who has not finished secondary school may not be exempt to care for a child younger than one year old.

Failure of any non-exempt adult to cooperate in a work requirement without good cause, including failure to accept offered employment, shall result in ineligibility of the entire assistance unit until the household cooperates.

- Work Requirements. The State of Maryland provides work-related services and referrals for services to all applicants or recipients of TCA. These referral services are initiated at the local departments. The local departments have the responsibility and limited flexibility, within State and Federal guidelines, to develop the systems, processes, and programs necessary to implement the work requirements of the Act specific to their local jurisdiction

Every year, the local departments submit to the State their general program and administrative plans to implement the work requirements of the Act. The plans generally describe the activities through which local areas will meet the Federal participation rate requirements. These local plans are public documents. The Department maintains a file of these approved plans for review by federal, state and local officials, as well as members of the public. These local plans include the work activities set forth in the TANF law. The local departments must include a plan for implementing Skills2Compete. The Skills2Compete initiative promotes the development of contracts and Memorandums of Understanding (MOU) between local departments of social services and local colleges and vocational schools to assist customers in developing skills that will allow them to obtain employment at wages that will support their family. These programs include training skills, in the health related field such as, nursing and nursing assistance including geriatric care, x-ray technician, and medical assistant and medical secretary. The current demand for skilled people in these positions is high. These positions will increase in demand as the population of “baby boomers” continues to age. The State will continue to support training for careers in elder care, as well as providing job search and job placement assistance for careers in the elder care field.

The Local Plans also include the state-defined work activity of substance abuse treatment for the purposes of section 402(a)(1)(A)(ii) of the TANF law as well as any additional locally defined work activities that are also incorporated as state defined activities for the purposes of that section of the law.

- Quitting a Job. When an adult voluntarily quits a job within 30 days of their TCA application date, the entire assistance unit is ineligible for TCA for 30 days after the quit. When a 16-17 year old child applicant who is not enrolled in school voluntarily quits a job within 30 days of the TCA application date, the child is ineligible and the child’s incremental portion of the TCA grant is not paid. To be eligible the adult or child must work at a new job or wait 30 days after the quit date to apply for TCA.

When an adult recipient voluntarily quits a job without good cause, the entire assistance unit is ineligible after conciliation and sanction procedures are applied. When a 16-17 year old child recipient who is not enrolled in school voluntarily quits a

job without good cause that child is ineligible and the child's incremental portion of the TCA grant is not paid. Work sanctions are imposed on both adults and children and must be cured before benefits are paid.

Good cause reasons are stated in the Code of Maryland Regulation at 07.03.03.07.

- Participation Rates. The State of Maryland elects to take the option to exempt individuals from work requirements and participation rates that are single custodial parents of a child under the age of 12 months. This exemption applies for a cumulative total of 12 months for a parent's lifetime and does not apply to each child.
- Child Support Requirements. As a condition of eligibility for FIP, the caretaker relative must file an application for child support enforcement services at the time of application for FIP and assign to the State the right to support for any child included in the FIP assistance unit for the period of time the child receives FIP assistance. The TANF policy and Maryland regulations were revised to address the Deficit Reduction Act of 2005 changes to child support requirements. The caretaker relative must, unless exempt for good cause, cooperate in the establishment and enforcement of child support for each child in identifying and locating the absent parent of a child for whom assistance is requested, establishing the paternity of a child born out of wedlock for whom assistance is requested, and obtaining support payments or any other payments or property due to the caretaker relative or the child for whom assistance is requested. A determination of non-cooperation without good cause or adequate reason results in ineligibility of the entire assistance unit until the household cooperates.
- The Assistance Unit. The assistance unit includes parents or another caretaker relative acting as a parent, a minor child, or a pregnant woman. The degree of relationship for the caretaker other than a parent is not a factor. A minor child is under the age of 18 or expected to complete a program of secondary education or the equivalent level of vocational or technical training before the child turns 19. To encourage the formation and maintenance of two-parent families, one parent and two-parent assistance units are treated the same and follow the same regulations even though they have different funding sources.

The needs of the assistance unit when determining the amount of the TCA benefit may not include a child age 16 (not head of household) or older who is not a full-time student and who failed to comply with work requirements without good cause. The assistance unit may not include families with an adult head of household or spouse who has received 60 months of benefits under this Act, unless the individual lived in Indian Country as described in §408 of the TANF law or is included in the 20 percent of caseload exception allowable under the TANF law. Nor may it include a teen parent who is not participating in educational activities directed at the attainment of a high school diploma or its equivalent. The needs of an individual failing to comply with substance abuse treatment requirements are removed from the grant. Also, an

individual may not be included in the assistance unit for 10 years, if the individual misrepresented a residence in order to receive duplicate, benefits. In addition, an individual who is a fugitive felon or parole and probation violator as described in §408 of the TANF law may not be included in the assistance unit.

The assistance unit does not include the caretaker relative in families with a child cared for by a non-parent relative who has demonstrated need and has no dependent children of his or her own in the assistance unit. The caretaker relative will receive a room and board payment for the children that are above scale. Families that include needy caretaker relatives who have dependent children of their own and other related children and who receive TCA are not part of this group. The assistance unit cannot include immigrant, parent/caretaker relatives who are not eligible for federal TANF assistance, with the exception of adult only qualified immigrant households for which TCA eligibility is based on an unborn child. Adult only legal immigrant households will be one of the Separate State Program TCA sub-populations. For the federal TANF funded families, a room and board payment is made for the children only. The adults are not included in the assistance unit. Any 100 percent federal TANF funded assistance unit with a dependent 19 year old student in a household that shows a demonstrated need will qualify for the room and board schedule of payments.

- 60-Month Time Limit. Families that reach their 60-month time limit and are granted a hardship exemption remain eligible for TCA. Families that reach their 60-month time limit and are not meeting one or more of the FIP requirements are not eligible for TCA.

Criteria for granting a hardship exemption are stated in the Code of Maryland Regulation at 07.03.03.20. Penalties for not meeting FIP requirements are stated in Code of Maryland Regulation at 07.03.03.19.

- Families Served in a Separate State TCA Program. Because of their special circumstances, the State of Maryland will serve the following families in a Separate State TCA Program funded with 100 percent TANF Maintenance of Effort funds. The eligibility requirements are the same as for TANF/TANF-MOE funded families.
 - Families where there are qualified immigrant adults (admitted to the country on or after August 22, 1996) who are not eligible under federal law but meet all other TCA eligibility requirements and include a pregnant adult but no other children. A Separate State Program will serve these families until the child is born.
 - Families consisting of a parent (or parents) or a non-parent caretaker relative (or non-parent caretaker relatives) with the only child (or children) in the household who is a full time student in a secondary school or an equivalent program and expected to graduate in the year the child turns 19. Eligibility ends the month after the month of the child's graduation.

- Adult parents in families that are determined by the local department to be exempt for reason of hardship and who meet all other TCA technical and financial eligibility requirements, are not eligible under federal law because of the 20% hardship exemption limit.
- Families Served in a Segregated State TCA Program. Because of their special circumstances, the State of Maryland will serve the following families in a TCA Program funded with State funds segregated within the TANF program.

The eligibility requirements are the same as for TANF/TANF-MOE funded families

- Families with at least one assistance unit member who is employed,
- Has countable earned income and
- Receives Maryland's 40 percent income disregard.

These families are not subject to the 60-month time limits but are subject to all other TCA requirements.

Once there are no employed assistance unit members with countable income and the 40 percent disregard applied, the family will be moved back into the regular TCA program. This program provides assistance.

- Families Served in a Segregated Federal TCA Program. Because of their special circumstances, the State of Maryland will serve the following families in a Segregated TCA Program funded with Federal TANF funds. Maryland will use TANF funds to provide adoption services (that do not constitute "assistance") to a needy family in which an unrelated adult is in the process of adopting a child.

To qualify on the basis of income,

- the annual adjusted gross income, as defined by the Internal Revenue Service (IRS), of the prospective adoptive family may not exceed 80 percent of the latest published figure for the median income for a family of that size for the State, as set forth in Schedule A under COMAR 07.02.04.11.
- The adoptive child is included in determining the family size.
- The annual adjusted gross income of the family shall be the latest figure that was reported to the IRS.

In this circumstance, Maryland cannot provide income support (i.e., assistance) to the family prior to adoption because the family would not include a child living with a parent or adult relative. Maryland uses segregated Federal TANF funds to pay for the services because the family would not be an "eligible family" for MOE purposes.

Funds used for this program are for services and are non-assistance, outside the purview of the IV-E program and meet the first purpose of TANF.

- Families Served by the State with State General Funds Not Counted Toward the TANF Maintenance of Effort Requirement.
 - Maryland opts to serve families with two able-bodied parents in the assistance unit in a program with its own funds and not count these funds toward its TANF Maintenance of Effort requirement. Such families are subject to the work requirements of the TCA program.
 - Maryland also opts to serve with its own funds, not counting them towards TANF-MOE, families with a parent and/or child who has a disability which will last more than 12 months and who is required to apply for SSI, and the SSI application is approved, pending, or in the appeal stage, and the recipient agrees to reimburse the state for its funds paid in the event of an accrued SSI claim. Once the disabled person receives SSI, the family is moved back into the regular federally funded (TANF or TANF-MOE) TCA, if otherwise eligible. This program includes services to assist the recipient adult/child apply for and pursue eligibility for SSI benefits.
- Minor Children Who Are Absent From the Home for a Significant Period. States have an option to not pay TCA for a child who has been, or expected by a parent or other caretaker relative to be, absent from the home for a period of 45 consecutive days, or at the option of the State, such period of not less than 30 and not more than 180 consecutive days.
 - The State of Maryland elects the option to continue assistance for a child absent from the home fewer than 180 consecutive days. The State of Maryland also elects the option to establish a good cause exception to allow children to exceed this 180 day limit: when the absence is for educational or treatment purposes, approved by the Secretary, the parent does not relinquish responsibility for the child, and the removal of the child from the assistance unit creates a hardship for the child's family.
- Unmarried Minor who is a Parent or Pregnant. When TCA is granted for a minor who is an unmarried parent or pregnant, the minor shall reside in the household of the minor's parent, legal guardian, other adult relative, or in a supportive living arrangement in order to receive assistance. The parent, legal guardian, or the adult supervisor in a supportive living arrangement is the authorized representative for the unmarried parent or pregnant minor.
- Relative of a Minor Child who is Absent for a Significant Period of Time. Assistance may not be provided for a period of 3 months, to a parent (or other caretaker relative) of a minor child, who fails to notify the local department of the absence from the home of the minor child, by the end of the 5-day period that

begins with the date it becomes clear to the parent that the minor child will be absent longer than 180 days.

- Child Care Allowance. A disregard of out of pocket child care payments from earned, income may not exceed \$200 per month for the care of each child in the, assistance unit when the caretaker is employed 100 hours or more, or \$100 per child in the assistance unit when the caretaker works less than 100 hours per month.
- Income Calculations. The TCA income calculations are stated in the Code of Maryland Regulations at 07.03.13. Eligibility for benefits is measured against a payment standard at 07.03.03.17, which is reviewed each year. These income calculations apply to both members of an assistance unit and non-members whose income is countable to the assistance unit. Each member of the assistance unit is considered to be a recipient of FIP even though no cash assistance is paid. The income countable to TCA from a stepparent is determined by excluding income which falls below 50 percent of the official poverty level established under the Federal Community Services Block Grant, adjusted for family size, and counting as available to the TCA benefit, income which equals or exceeds 50 percent of the poverty level established under the Federal Community Services Block Grant, adjusted for family size.
- Benefit Amount.
 - The local department determines the TCA benefit payment amount by deducting the net countable income, rounded down to the nearest dollar, from the allowable amount for the assistance unit size. The period of time covered by the TCA benefit is a calendar month. The assistance unit budget is determined for the length of the eligibility period or until there is a change in circumstances. At the end of the eligibility period the family's eligibility for assistance is redetermined and the budget is re-calculated. The eligibility period is usually 4, 6 or 12 months, set by the local department based on the family's circumstances.
 - Room and Board Payments: Maryland opts to use its flexibility in determining assistance unit composition and benefit levels to pay a Room and Board Rate to certain families where either the adult or dependent 19 year old student is not in the assistance unit, yet the family as a whole has demonstrated need. This option recognizes that Maryland pays a benefit that combined with the Food Supplement Program equals only 61 percent of the State's Minimum Living Level and that the adults in these families do not have the resources themselves to meet the needs of the children in their care. These families are:
 - Families with a child cared for by a non-parent relative who has demonstrated need and has no dependent children of his or her own in the assistance unit where the non-parent caretaker relative is not eligible for assistance under this plan.

- Families where there are qualified immigrant adults and children (admitted to the country on or after August 22, 1996) who are not eligible under federal law and meet all other TCA eligibility requirements where the adults would be eligible except for their immigration status.
- A 19 year old child who is a full time student in a secondary school or an equivalent program and expected to graduate in the year the child turns 19 and whose family has demonstrated that their income is insufficient to meet the needs of the 19 year old dependent student. The child's eligibility for a room and board payment ends the month after the month of graduation.
- Electronic Benefits Transfer System (EBTS). Maryland's DHR operates an electronic benefits transfer system under agreement with the U.S. Department of Health and Human Services and pursuant to U.S. Department of Agriculture regulations. A TCA grant is paid by check or by the EBTS.
- Assets. Effective May 1, 2010, the State of Maryland chose to exclude all assets for the financial determination of TCA benefits.
- Medical Assistance Extensions. Families determined eligible for TCA benefits are eligible for Medical Assistance coverage. Working families who received TCA in at least 3 of the 6 months prior to their TCA case closing and become ineligible for a TCA benefit because of increased earned income are eligible to receive medical assistance for an additional 12 months. They are also eligible for child care based on the caretaker relative's income, as long as the family has a child under age thirteen. Families who become ineligible for TCA solely because of increased collection of child support are eligible for 4 additional months of medical assistance. Legal permanent residents (LPR) who have not been in the US for five years are not eligible for the extension of medical assistance when their TCA ends. They may be eligible for coverage for the cost of emergency care on a case by case basis or if the immigrant is pregnant, they may be eligible for coverage for labor and delivery costs. This is a Medical Assistance (MA) category of assistance that is non-MOE and has no federal TANF money included.
- Individuals with Certain Drug-Related Convictions. In order to receive assistance, individuals convicted of drug-related felonies since August 22, 1996, must agree to random drug testing and treatment if necessary. Individuals who fail to comply with drug testing or treatment are denied TCA and FS benefits. Individuals convicted of a drug felony involving possession or distribution after receiving assistance are ineligible for TCA and FS for one year from the date of conviction and are subject to substance abuse testing for a period of two years from the date of:
 - Release from incarceration, or
 - Completion of probation, or
 - Completion of parole or mandatory supervision.

- Sanctions for Noncompliance with Program Requirements. When an adult does not comply with program requirements, the entire assistance unit is ineligible. The FIP case manager investigates the reasons for noncompliance and helps the individual comply by sending a letter to schedule a conciliation conference, and following up through telephone or personal contact to the extent appropriate and feasible. The first sanction is not imposed less than 30 days from the start of the conciliation process. For noncompliance with any program requirement other than a work activity, TCA is resumed upon compliance with the program requirement.

When a 16-17 year old child who is not enrolled in school does not comply with a work activity, the child's needs are removed and the child remains a member of the assistance unit. The TCA grant for the family is therefore reduced by the child's incremental portion.

For noncompliance with a work activity, TCA is resumed immediately upon compliance in the first instance of noncompliance, after 10 days of compliance with the work activity in the second instance or after 30 days of compliance with the work activity in any future instance.

- The State of Maryland elects the option to not deny Medical Assistance eligibility to adults who fail to comply with work requirements until compliance is met.
- Sanctions for Fraud. An assistance unit is ineligible upon a finding of fraud by a court of law for a period of six months after the first finding of fraud or until full repayment of any overpayment of TCA benefits, twelve months after the second finding of fraud or until full repayment of any overpayment of TCA benefits, and permanently after the third finding of fraud.
- Fraud Under Means-Tested Welfare and Public Assistance Programs. If an individual's benefits under Federal, State, or local law relating to a means-tested welfare or a public assistance program are reduced because of an act of fraud by the individual under the law or program, the individual may not, for the duration of the reduction, receive an increased benefit under any other means-tested program.
- Other Sanctions. The State of Maryland elects to sanction a family which fails to ensure that minor dependent school age children attend school and minor dependent preschool children receive preventive health care. The sanction is \$25 per child not meeting the attendance or health care requirement.
- Transitional Assistance. After termination of TCA, transitional assistance may be available to assistance units in which an adult is not in compliance with a work requirement to the extent that nonprofit organizations are available to administer the benefit. Upon a determination that transitional assistance is provided, the TCA that would have been paid to the assistance unit is paid to a nonprofit organization on behalf of the recipient for a period not to exceed 3 months. This benefit is assistance.

- Timely Notice of Termination or Reduction. The local department mails or hand delivers advance, written notice at least ten calendar days before the date of reduction, termination or suspension action.
- Restricting the Use and Disclosure of Information through Information Agreements. The Secretary of DHR and the Executive Director of FIA, or their designees, develop partnership agreements for the exchange of information with any and all entities necessary to assist in the verification of cash assistance eligibility. The agreements are in writing and include procedures for requesting, obtaining, and examining the information, and specify the Secretary's designee for requesting and receiving information by title or position.
- **Non-Discrimination.** The local department may not discriminate against any applicant or recipient on the grounds of race, color, national origin, gender, age, marital status, mental or physical disability, or religious or political affiliation. The local department will provide persons with disabilities individualized treatment and effective and meaningful opportunity to educational or employment activities as they are provided to others. The local department will make special accommodations and provide auxiliary aids for persons with disabilities such as but not limited to: interpreters, note takers, and materials in alternate formats to the extent that it does not cause a fundamental alteration with the program or result in undue financial or administrative burden.
- Appeals and Complaints of Discrimination. A FIP recipient may request an agency conference for an explanation of the reasons for proposed actions, and present information to show that the proposed action is incorrect. The local department gives each applicant or recipient written notification of the right to and procedures for requesting and obtaining a hearing as set forth in Code of Maryland Regulations 07.03.03.28 or 07.01.04. An applicant or recipient may file a written complaint which sets forth the events and circumstances of alleged discrimination with the Secretary of DHR, the Departmental Equal Opportunity Officer, or the Office of Civil Rights, U.S. Department of Health and Human Services, Region III, Philadelphia, PA. The Department investigates and notifies the complainant of its findings within 60 days
- Local Department Waivers. Any Local Department of Social Services may submit a request for a waiver of FIP regulations to the Secretary of DHR. The waiver(s) may be granted for up to two years if the Secretary determines that the waiver:
 - promotes more efficient, effective and appropriate management and delivery of FIP services and benefits;
 - improves opportunities for FIP customers to gain self-sufficiency;
 - provides more flexibility to the LDSS in administering FIP; and
 - remains cost neutral for the duration of the waiver.

A waiver that violates federal law or regulations may not be granted to any local department unless prior approval has been received from HHS. The Secretary has the authority to terminate a waiver by written notice to the LDSS 30 days prior to the effective date of the termination.

- Demonstration Projects. Demonstration projects are developed through grants to non-profit organizations in partnership with local departments and approved by DHR. The Department may also contract with nonprofit organizations including charitable, private, and faith-based organizations and institutions of post secondary education to develop demonstration projects. Faith-based organizations may participate in the FIP demonstration projects on the same basis as any other non-governmental entity. The funds allocated to demonstration projects may not be used to further sectarian religious instruction or worship. An individual may not be required to accept assistance from a faith-based organization if acceptance would violate the individual's bona fide religious beliefs and practices. All demonstration projects are subject to prescribed outcomes consistent with the Department's mission, goals and objectives. All demonstration projects must meet specified performance measures as developed by the Department as prescribed by the State's Managing for Results guidelines.

The Secretary of DHR will award grants for these demonstration projects through a competitive bid process which includes the issuance of a request for a proposal in accordance with the requirements of the Human Service Article §5-319 Annotated Code of Maryland, and establishment of an evaluation panel to review competing proposals and to recommend to the Secretary of DHR those proposals which have the greatest programmatic and financial merit. Multi-year awards based on program performance may also be considered. The request for demonstration project proposals requires offerors to specify the ways in which the proposed demonstration projects create incentives for increased employment and job retention.

- Cooperative Living Project. A Cooperative Living Project will provide its participants on-site child care, communal dining facilities, job readiness programs, and other support services necessary to move participants toward economic self-sufficiency. A Cooperative Living Project may provide its participants living quarters, recreation programs, and individualized case-management. Participants in a Cooperative Living Project are chosen from volunteers eligible for TCA benefits, and enter into an agreement with the nonprofit organization to attend at least one communal meal per day, share in responsibilities for meal preparation and the cleaning and maintenance of the demonstration project facility, while unemployed, assist in providing child care for children of participants in the Cooperative Living Project, and work toward economic self-sufficiency.
- Formula for Disbursement of Funds. While TCA cash assistance is distributed centrally through an Electronic Benefits Transfer system, the Department allocates funds to local departments for child care, work activities, welfare avoidance,

emergency funds, administration, and other services that the Secretary of DHR deems appropriate for the program.

- ❑ Displaced Workers Grievance Procedure. The State of Maryland has established and maintains grievance procedures to resolve complaints concerning the displacement of workers by an adult in a work activity associated with FIP.
- ❑ Non-Custodial, Non-Supporting Minor Parents. Maryland has no provision for the non-custodial, non-supporting minor parent to fulfill community work obligations and attend appropriate parenting or money management classes after school.
- ❑ Individual Development Accounts. The State of Maryland elects to fund individual development accounts in accordance with local plans. The local department may use TANF money to fund individual development accounts.
- ❑ Other options. The State of Maryland does not have Tribal Family Assistance as a category of assistance.

OTHER STATE PROGRAMS:

PROGRAMS FUNDED BY SEGREGATED FEDERAL TANF FUNDS (MEETING PURPOSES THREE AND FOUR OF THE TANF LAW):

Maryland has developed a broad array of services to families and children that are reasonably calculated to accomplish the third and fourth purposes of the TANF law. These programs are not means tested. (Maryland has designed these programs to be as effective and efficient as possible. This has the effect that certain specific services and/or beneficiaries of some of the services of some of these programs may not be eligible for federal TANF or MOE. Maryland will determine the exact amount using the appropriate federal mechanisms outlined in its Cost Allocation Plan.) These programs provide non-assistance.

- ❑ Adolescent Pregnancy Prevention – The Governor’s Office for Children provides funding for initiatives and/or training throughout the state that focus on teen pregnancy prevention and/or intervention. The program’s main goal is to prevent adolescent pregnancies, which will subsequently prevent and reduce the incidence of out-of-wedlock births. The program includes initiatives that provide parenting skills and promote responsible fatherhood. The program serves pre-adolescents, teenagers, parents, educators and counselors, according to specific program criteria. This program provides non-assistance.
- ❑ Maryland’s Tomorrow – Maryland’s Tomorrow is a statewide dropout prevention program operating in 70 high schools across the State (all jurisdictions are covered) and 23 middle schools in nine jurisdictions. The purposes of the program are to prevent and reduce out-of-wedlock pregnancies and improve the self-esteem, attendance, school performance, promotion rate, and behavior of at-risk students in

grades six through twelve to motivate them to succeed in high school, make wise career choices, and continue their education and training. Case managers visit elementary schools and identify students who meet at least one of the following criteria (there is no monetary criteria):

- Low achievement on standardized tests
- Prior grade retention
- Poor attendance; or
- A GPA of less than 2.0

Programs are arranged during the summer between fifth and sixth grade. This approach is also used for eighth graders who are going into high school. Local school systems can choose different approaches. Services can include after school tutoring and computer assisted instruction, daily help with homework, student-operated businesses, jobs in the school community, weekly service learning, wellness activities, rewards and incentives. Activities may involve families, businesses and communities. This program provides non-assistance.

- Home Visiting – This program provides home visitation and on-site services to families such as parenting education, family planning, and employment services. The program’s main goal is to reduce subsequent out-of-wedlock pregnancies among participants through family planning counseling. The program serves clients over age sixteen who are expecting their first child. Both parents must be involved in this program, which is also designed to prevent intergenerational welfare dependency. This program provides non-assistance.
- Family Support Center Network – Family Support Centers (FSCs) were developed to establish preventive supports for families during the early formative years and to encourage the formation and maintenance of two-parent families. The FSCs are community-based programs that provide services to assist mothers and/or fathers with children age birth to 3, particularly those in high-risk communities, raise healthy children and build productive futures. Comprehensive services are provided either on-site or through referral, coordinate existing programs to benefit mothers and/or fathers and their children, and develop new resources to satisfy unmet needs. Services include parenting skills, outreach, peer support and recreational activities, infant and child stimulation, employability and literacy opportunities, health education and referral for services. This program also includes services developed using this same, successful model. For example, the Family League of Baltimore has also developed a similar set of services based on this Family Support Center Model called “Success by Six,” which also includes home visitors, many of whom are former TCA recipients.

There are no income criteria required in order to participate in the FSC program, although a significant number of participants receive TCA. Others may need cash assistance, but choose not to receive TCA. There are also participants that are financially capable of attending to their basic daily living needs but need FSC

services to enhance their parenting skills. The objective is to develop a cadre of services appropriate for each family. This program provides non-assistance.

- HotSpot Communities Initiative – The HotSpot Communities Initiative is a statewide crime reduction strategy that promotes locally based, comprehensive planning in high-crime at-risk neighborhoods for youth and adults. HotSpot Communities is based on strategies implemented by neighborhoods and nonprofit community advocate groups that are successful in collaborating and involving key community leaders in solving problems in the community. The purpose of developing HotSpot Communities is to develop locally based strategies to respond to the problems that interact at the neighborhood level and bring the justice system to the community as opposed to the community to the justice system. Many of the strategies include an after school program. These strategies are designed to enhance the motivation, performance and self-esteem of youth and are thus reasonably calculated to achieve the third goal of the TANF law, the reduction of out of wedlock pregnancies.

The overall goal for the Community HotSpot initiative is a 25 to 35 percent reduction in serious crime and quality-of-life improvements in HotSpot communities that implement a comprehensive strategy. Each HotSpot community surveys residents to measure whether there are improvements in the quality of life and changes in their sense of hopefulness and ability to make a difference. This program seeks to involve youth, as much as possible, in all phases of planning and implementation. This program provides non-assistance.

- Project Retain – This project supports welfare reform efforts in Maryland by assisting former and current TANF customers. Project Retain supports welfare reform and workforce development efforts in Maryland in two ways. First, the project enhances staff capacity in local departments by providing skills training on post-employment retention and advancement strategies to avoid high welfare recidivism rates for employed former and current customers. High-performance customer service also requires staff to learn about the career path for higher paying jobs and employers. Secondly, Project Retain assists employed customers with solving problems, removing barriers or resolving issues that place them at risk of termination or self-termination from employment. Project Retain services help TCA customers retain employment, work toward job advancement, and achieve and sustain self-sufficiency. These efforts reduce welfare rolls and interrupt the cycle of dependency. Additionally, Project Retain provides training to local departments of social services to build staff capacity. The training is conducted by internal staff, resulting in cost savings to local departments that would otherwise have to use outside contracts for retention and advancement services. This program provides non-assistance and is reasonably calculated to accomplish TANF purpose four.
- Responsible Choices Projects – Responsible Choices Projects work with middle school age adolescents and high school age teens to promote abstinence. Of note is the Best Friends Program, which enlists peer support. Special efforts are also made to work with first-time teen parents, age 16 and older, in an effort to reduce

the incidence of subsequent non-marital births using the Healthy Families America home visitation model. These programs provide non-assistance.

- Maryland Fatherhood/Motherhood Initiative – This initiative builds on Maryland’s highly successful individually focused, location specific welfare to work program to serve the non-custodial parents of TCA children eligible either at present or in the past 12 months, or who owe a TCA related arrearage to the State. By supplementing existing welfare to work strategies and contracts for this population, this initiative will be able to make the best use of limited resources to achieve, among other things, employment of the non-custodial parent, payment of child support, decreased recidivism if previously incarcerated, and engagement in the Department’s other Healthy Marriage/Healthy Families initiatives. This program provides non-assistance.
- The Offender Workforce Transition Initiative – The Offender Workforce Transition Initiative prepares and supports inmates’ efforts to re-integrate into the community, become productive wage earners, and lead personally satisfying and fulfilling lives. Collaboration with various federal, state, local, business, and community partners ensures that soon to be released inmates have the necessary career training, work habits, teamwork, conflict resolution skills, and interview techniques that will enable them to land and keep good jobs with a self-sustaining salary. Workforce development professionals and career development facilitators work with individuals on financial literacy and communication strategies. They support efforts to re-unify family members and encourage custodial and non-custodial parents to be “responsible” parents. Staff works with recommended offenders until job placement occurs and continues with post-employment follow-up. The goal is to encourage the ex-inmates adjustment to living and working in a non-restrictive environment and to be competitively employed in an economically viable career pathway. The initiative reduces inmate recidivism and supports the formulation and maintenance of two-parent families. This program provides non-assistance.
- Block Grant Programs. Maryland provides an extensive array of services to families and children under its Social Services Block Grant, Community Action Block Grant, Title IV-B State Plan, the Child and Maternal Health Block Grant, and the Substance Abuse and Mental Health Block Grant plans that are reasonably calculated to accomplish the third and fourth purposes of TANF. To the extent that the State expends state or local funds on these services that exceed available block grant funds, the State reserves the option to use TANF funds or TANF-MOE as appropriate and reported in the State’s fiscal reports subject to federal limitations. The funds claimed for these will be for non-assistance.
- Maryland Higher Education Commission scholarship programs – These scholarships are eligible for TANF funding because post-secondary educational attainment by State residents decreases the incidence of out-of-wedlock births by raising the “opportunity cost” of having children outside of marriage. Studies also

show that professional careers (often the product of higher education) delay fertility. These programs provide non-assistance.

PROGRAMS FUNDED BY COMMINGLED FUNDS (MEETING PURPOSES THREE AND FOUR OF THE TANF LAW):

Maryland has developed a broad array of services for families and children that are reasonably calculated to accomplish the third and fourth purposes of the TANF law. The Deficit Reduction Act of 2005 changes allow these programs to be funded with Federal TANF dollars or count toward the State's MOE requirement. Maryland has designed these programs to be as effective and efficient as possible. This has the effect that certain specific services and/or beneficiaries of some of the services of some of these programs may not be eligible for federal TANF or MOE. Maryland will determine the exact amount using the appropriate federal mechanisms outlined in its Cost Allocation Plan. These programs provide non-assistance.

Means tested:

- Child First Authority Extended School Day Programs (CFA) – CFA provides extended school day activities from 3-6 p.m. to 1,100 children of low income families in ten Baltimore City public elementary/middle schools – 98 percent of the schools' student population is eligible for free or reduced lunch. The eligibility standard is 300 percent of the federal poverty level. Teachers and/or school principals in participating schools can refer a child to CFA if the child is determined to be at risk of poor school performance and/or attendance. All parents of participating children must actively participate in nine hours of CFA sponsored training or activities each school year.

The extended school day enriches children's lives and enables parents to work or attend school. CFA programs focus on safety, self-esteem, motivation, performance, character development and educational enrichment. CFA programs provide additional educational experiences by conducting sessions in art, music, dance, history, reading, writing and math. Many of the participating schools do not have "arts" activities as a part of their curriculum. The Annenberg Institute chose CFA as one of nine successful initiatives nationally for School Reform. CFA partners include the Maryland Historical Society, Maryland Institute of Art, numerous faith organizations and parent volunteers. The purpose of the program is to enhance the motivation, performance and self-esteem of youth and is thus reasonably calculated to achieve the third goal of the TANF law, the reduction of out of wedlock pregnancies. This program is not in any way a component of Maryland's system of free public schools. This program provides non-assistance.

- Substance Abuse Treatment and Services Program – The Welfare Innovation Act of 2000 and HB 1024 of the 2005 Session of the Maryland General Assembly required the hiring and placement of addictions specialists in local departments of social

services (LDSS) to conduct screening, testing, assessments, referrals, and reporting for Temporary Cash Assistance adults and minor parents, and certain Food Supplement Program applicants and recipients (custodial and non-custodial parents who are convicted drug felons). The program requirements and possible sanctions for TCA adults and minor parents are mentioned above as part of the Family Investment Program Core Components. This program provides non-assistance to TANF eligible individuals and certain Food Supplement Program applicants and recipients whose income is less than 130 percent of the Federal Poverty Level (FPL).

- After School Programs – The basic after school program is available statewide for school age children in families at or below 300 percent of poverty. This also includes local programs that provide the same or similar services.

Vendors chosen to operate within the statewide program must incorporate features that will have a positive measurable impact on one or more of the conditions of well-being for children and youth identified by a report of Maryland results and indicators of child well being. One of the results and indicators is “Babies Born Healthy,” which includes a measure for “the rate of births to adolescents less than 18 years of age.” Another is “Stable and Economically Self-Sufficient Families,” which includes a measure of “the percent of single parent households.”

Additionally, local providers offer a variety of after school opportunities to Maryland’s youth using their own or combinations of state and local funds. Programs include those housed in local schools that have an academic focus in addition to traditional recreation programs and those based in the community, in a church, recreation center or similar facility, which stress academics, recreation and artistic skill development equally as well as programs providing skill development activities around a particular artistic activity. Some pair older youth in a tutoring relationship with younger youth, an experience geared to preparation for the work world. Outcomes sought by these activities include: increased school attendance, increased school achievement, reduction in delinquent behavior, reduction in substance abuse, and reduction in teen pregnancy. Therefore, this program is reasonably calculated to achieve purposes three and four of the TANF statute. This program provides non-assistance.

- Howard P. Rawlings Program of Educational Excellence Awards – The State funds two need-based scholarships under this program: the Guaranteed Access Program and the Educational Assistance Grant. The Guaranteed Access Program is open to current high school seniors who will complete a college preparatory program or a student who graduated prior to the current academic year who provides written documentation explaining why they were unable to attend college within one (1) year of graduating from high school. The income scale for the Guaranteed Access Grant program is:

2011-2012 Guaranteed Access Grant Family Income Requirements:

Family Size	Total Family Income
1	\$ 14,079
2	\$ 18,941
3	\$ 23,803
4	\$ 28,665
5	\$ 33,527
6	\$ 38,389
7	\$ 43,251
8	\$ 48,113
Each additional person add	\$ 4,862

Annual updates are listed here:

http://www.mhec.maryland.gov/financialAid/ProgramDescriptions/prog_ga.asp.

The Educational Assistance Grant (EA) is open to Maryland residents who are full time undergraduate students. The awards are based on a financial need formula that relies on the Free Application for Federal Student Aid (FAFSA).

An EA Grant is determined by student need. Need for an EA Grant is determined using the following formula:

$$\begin{aligned} & \text{College Cost of Attendance} \\ & - \text{Expected Family Contribution} + \text{or} - \text{Regional Cost Of Living Adjustment} \\ & - \text{Certain State scholarship awards (if awarded)} \\ & - \text{Federal Pell Grant (if eligible)} \\ & = \text{Financial Need} \end{aligned}$$

Both types of Rawlings scholarships provide non-assistance.

- Programs Funded and Administered by Entities Other than the Local Departments of Social Services which may under TANF Policy Announcement TANF-ACF-PA-2004-01 include a wide variety of programs that have funds in them coming from a wide variety of sources such as county and local governments, contributions from churches and other non-profit organizations, and philanthropic entities. In accordance with the Policy Announcement, the State will claim as MOE only those expenditures made under agreements between the State and these third party entities that permit the State to count those expenditures toward its MOE requirement. These programs provide eligible families under 300% of poverty with the following kinds of services which are all non-assistance for TANF purposes:
 - Emergency Food Programs
 - Local supplemental funding for welfare to work programs, including funding for additional space, staff, services etc.
 - Family Counseling

- Emergency relief services to help families attain safe and affordable housing which include the provision of emergency shelter, relocation assistance, homeownership counseling, home repairs, utility restoration, or shut-off prevention
- Information and referral
- Medical supplies and services, of an emergency nature and not covered by medical assistance or for those not eligible for medical assistance Only State funds are used for costs associated with this program.
- Substance Abuse Services
- Family Support Services which are primarily community-based preventive activities designed to promote parents' ability to successfully nurture their children; enable families to use other resources and opportunities available in the community; and create supportive networks to enhance the child-rearing abilities of parents
- Family Preservation Services that help families alleviate crises that might lead to the out-of-home placement of children; maintain the safety of children; support families preparing to reunite; and assist families in obtaining services and other supports necessary to address their needs. They include but are not limited to: parent skill training and crisis intervention services
- Transportation to work, training, job interviews or to access other needed services
- Clothing that replaces that lost in an emergency, is needed for work preparation or which the family cannot afford because of their present circumstances, which includes such disposable items as diapers
- Domestic Violence programs that offer services to victims of domestic violence and their families. Services include but are not limited to safe accommodations, hotline counseling, advocacy accompaniment, and abuser intervention
- Boys Club/Girls Club support
- After school programs
- Screening for local department services
- Grants to Food Banks
- Food Bank Services

Not means tested:

- Responsible Fathers Programs – These programs provide services to custodial and non-custodial fathers such as parenting education, family planning, GED instruction, job training, employment-search assistance and self-esteem building. Sites throughout the State serve young fathers, age 16+, who have one or more children. The program's main goal is to reduce subsequent out-of-wedlock pregnancies among participants through family-planning counseling. Program objectives seek to increase parent-child interaction, emotional support, financial responsibility and the development of two parent families. These programs also encourage co-parenting for non-custodial fathers. Although participation in the program is voluntary, participants are required to comply with Child Support Enforcement, if not currently doing so.

Programs serve fathers who are initially unemployed. Though not a requirement of program enrollment, participant referrals are actively solicited from local departments of social services' TCA and child support enforcement rolls. This program provides non-assistance.

- The Maryland Healthy Marriage / Healthy Families Initiative – This initiative recognizes that children are more likely to thrive in the context of a two-parent family. The Maryland Healthy Marriage / Healthy Families Initiative has been established as the umbrella for several family focused programs. The purpose of the initiative is to build the capacity of participants so that they are prepared for the responsibilities of parenting and marriage and ultimately to enhance the lives of their children.

The family focused programs target mothers, fathers and youth, providing a continuum of services to strengthen and empower families. The programs include fatherhood and non-marital birth reduction initiatives and a marriage preparation curriculum.

The Maryland Healthy Marriage / Healthy Families Initiative focuses primarily on expectant and never married parents and fragile families in need of support services. The initiative connects participants with resources, information and services to strengthen and empower families. Some of the services offered include parenting skills enhancement, educational activities, employment development, job search and support, counseling, and anger management. The services are provided through a network of social service systems, educational systems, and community and faith based organizations. This program provides non-assistance.

The Responsible Fathers, Healthy Marriage and Healthy Families programs include activities that are enumerated in sections 403(a)(2)(A)(iii) and 403(a)(2)(C)(ii) of the Social Security Act. States may claim these pro-family expenditures for non-assistance benefits provided to or on behalf of an individual or family as MOE, regardless of financial need or family composition, unless a limitation, restriction or prohibition under 45 CFR 263 Subpart A applies.

There are instances when the following programs that are not means tested serve eligible families. The State will count these expenditures for services received by needy families as TANF-MOE expenditures only when an audit trail can be established that links the non-means tested service to needy families. One example is when a program supplies an enrollment list and it is matched to the TCA caseload. If the list shows that five percent of families served were needy, then five percent of the non-federal expenditures for that fiscal year may be claimed as TANF-MOE. The following commingled funded programs will use this or a similar methodology if TANF-MOE expenditures are claimed.

- Office of Work Opportunities Youth Operations' Youth Service Program – The Youth Services Program is designed to deter youth from becoming TCA customers. The

program provides opportunities for youth to look at careers and the world of work linked closely to the local labor market and youth development; such as leadership through volunteer community service and connections between academic and occupational learning.

Through this program, youth learn early in their development how to access workforce services and continue to use those services throughout their working lives. The goal is to promote motivation, performance and self-esteem of youth, prevent teen pregnancies and develop career awareness including the necessary academic, technical and vocational skills to successfully transition into adulthood. This program provides non-assistance.

- Community Partnerships – These programs are locally defined and based on indicated needs to help families by providing family support through projects such as home visiting, after school programs and family preservation. The program objectives seek to reduce out-of-wedlock pregnancies, increase parent-child interaction, emotional support, and financial responsibility, and promote the development of two parent families. This program provides non-assistance.

- Safe and Stable Families – These are a variety of programs available to families to provide supportive services to promote safety and well-being of children and their families, promote stability and permanency, preserve family unity, and build empowerment, self-sufficiency and psychosocial well-being. This includes families with identified stresses around family life, including disruption, child abuse and neglect issues, domestic violence, homelessness, substance abuse, mental health, physical health, and educational concerns. These programs help families by providing protective services or potential protective services to families, family support through projects such as parenting classes and after school programs, and family preservation, through grants for Interagency Family Preservation Services and through other means as appropriate, such as by counseling families in crisis, referring them to other existing services, and providing a wide range of service to the family to maximize the chances the children grow up in safe, stable and loving homes .

The programs include, but are not limited to, Families Now, Intensive Family Services, Continuing Protective Services, Services to Families with Children, Kinship Care, Parent Aide Services and those provided through Inter-Agency Agreements such as the Family Recovery Program. These programs prevent or reduce out-of-wedlock pregnancies and encourage the formation and maintenance of two parent families, since the ultimate goal of all of them is to provide a safe home for children in a stable, two-parent environment. These programs provide non-assistance.

- Baltimore City Public Schools After School Program. In an agreement between State and City officials, the Maryland After School Opportunity Fund Program was expanded for Baltimore City. As required by legislation, vendors chosen to operate the program must incorporate features that "will have a positive measurable impact

on one or more of the conditions of well-being for Maryland children and youth identified by the Maryland Partnership for Children, Youth and Families.” The Maryland Partnership has developed results and indicators of child well being with assistance from the U.S. Department of Health and Human Services, Office of the Assistant Secretary for Planning and Evaluation. One of the results and indicators is “Babies Born Healthy,” which includes a measure for “the rate of births to adolescents less than 18 years of age.”

The programs support the Baltimore City Public Schools' efforts to provide quality after school experiences for at risk students enrolled in the City's public schools. Programs are designed to help children succeed in school, increase positive and healthy behaviors and decrease negative behaviors such as juvenile crime, substance abuse and teen pregnancy. This program provides supervision and activities for children of many low-income families and is reasonably calculated to achieve the third goal of the TANF statute. This program provides non-assistance.

- Juvenile Delinquency Prevention and Diversion Initiative – This initiative provides community based, multi-service prevention programs serving youth and families. Sites are incorporated non-profits with a Board of Directors, local governments, or state government. The youth served are those at risk of becoming delinquent because of their behaviors and circumstances, and youth who committed minor delinquencies.

Referrals are accepted from schools, parents, the Department of Juvenile Justice, police, the juvenile them self, other agencies, and friends. The purpose of the program is to enhance the motivation, performance and self-esteem of youth and is thus reasonably calculated to achieve the third goal of the TANF law, the reduction of out of wedlock pregnancies. This program provides non-assistance.

- Enhancement Grants for Local School Systems – These grants help local school systems provide full day, all year, early childcare and educational programs. Funds can be used to provide before and after care services for public schools, preschools, pre-kindergarten or kindergarten programs; increase the number of child care programs that are open full day and year round; expand services to half day programs; and provide family support programs promoting parental involvement.

This program provides education and supervision for children of eligible families under 300 percent of poverty and promotes parental involvement in their children's learning. The program is reasonably calculated to achieve the first and second goals of the TANF statute. The program provides non-assistance.

Maryland will apply the following methodology for any MOE funds claimed from this program. An enrollment list from the program will be matched to the TCA caseload. If the list shows that x percent of families served were needy, then x percent of the non-federal expenditures for that fiscal year may be claimed as TANF-MOE.

- ❑ Department of Juvenile Services (DJS) programs that are TANF or TANF-MOE eligible are those that serve families and children in the community related to Purpose Four of TANF. Among them are community services programs such as Drug Courts for youth and Functional Family Therapy and Multi-systemic Therapy. The latter two are evidenced-based, family focused interventions that are designed to improve family interaction and prevent re-arrest. Certain services offered by DJS residential facilities also serve families and families are encouraged to participate in the treatment programs. The Aftercare program is where behavioral health professionals develop aftercare plans that link youth and their families with appropriate services once they return to the community. Families are encouraged to participate in aftercare planning while the youth is in the facility. These programs provide non-assistance.
- ❑ Maryland State Department of Education (MSDE) programs funded under the Bridge to Excellence Act – The Bridge to Excellence Act is an “umbrella” funding mechanism that provides aid to local school districts for a variety of educational enhancements. A number of the funding streams within the Act can be TANF or TANF-MOE eligible, either for enhanced funding for schools in low income areas or for services to specific low-income populations. These programs provide non-assistance.

PROGRAMS FUNDED BY COMMINGLED FUNDS (MEETING PURPOSES ONE AND TWO OF THE TANF LAW):

Maryland has developed a broad array of services to families and children that are reasonably calculated to accomplish the first and second purposes of the TANF law. These are funded out of federal TANF and TANF Maintenance of Effort funds or other sources that are not federal TANF or TANF Maintenance of Effort. Maryland has designed these programs to be as effective and efficient as possible. This has the effect that certain specific services and certain specific beneficiaries of some of the services of some of these programs may not be eligible for TANF or TANF Maintenance of Effort or that Maryland will not find it necessary to claim all of the TANF or TANF Maintenance of Effort funds that could be claimed for the program because of its own substantial investment in it. Using the flexibility in the statute and regulations, Maryland will report the exact amount of federal TANF and/or TANF Maintenance of Effort funds charged to these programs using the appropriate federal mechanisms. Unless otherwise noted, for the purposes of this plan and federal reporting, eligibility for the following programs is generally limited to those families with incomes under 300% of the federal poverty level in effect at the time of service delivery.

- ❑ Substance Abuse Treatment for Non-Waiver Recipients – Maryland has a IV-E waiver to use federal funds to provide substance abuse treatment services to the parents of children who are at risk of placement or have been placed in foster care and are eligible for IV-E funds. This program is designed to serve those not eligible for the waiver program. This substance abuse and treatment model focuses on intervening with families and breaking the substance abuse and child maltreatment cycle. The purpose of the program is to provide help to needy families, who have

income within 300 percent of poverty, so that children may be cared for in their homes, and end the dependence of needy parents on government benefits by promoting job preparation, work and marriage. The program provides non-medical intensive case management and supportive services to caretaker relatives whose children are in foster care or at risk for being placed in foster care. One of three treatment options are available--a residential treatment up to 180 days with or without children, a 28-day intermediate care facility, and an intensive outpatient program (90 days to 9 months).

The program's design is shaped from a social services perspective and requires collaboration with health, drug treatment, education, and other essential service delivery entities. The intent is to provide the services of a gender-specific treatment program. The design provides drug treatment and support services to substance abusing parents and caretakers; provides drug affected children the treatment and support services to overcome the trauma of physical abuse, sexual abuse and neglect that can occur as a result of living with a substance abusing caretaker relative; and prevents unnecessary out-of-home placements or reduces the length of stay of children already placed in foster care. A unique program feature is a committed collaboration between state and local departments of social services, state and local health departments and the treatment provider. This program provides non-assistance.

- Children in Need of Assistance – Drug-Addicted Babies (1997 Md. Laws, Chapter 367) – The purpose of the SB 512 Program is to identify newborns exposed to heroin, cocaine, and crack cocaine, to refer the mothers to drug treatment, and to provide supportive services to the families. Hospitals assess mothers for risk of child abuse and neglect. If high risk, the mother is referred to the local department of social services and to drug treatment. If the mother refuses drug treatment or does not successfully complete drug treatment, and if neither the mother nor the father is able to provide adequate care for the child, the local department of social services may file a Child In Need of Assistance and begin the process of termination of parental rights. The program serves up to 300 women who deliver newborns exposed or addicted to heroin, cocaine, or crack cocaine in seven jurisdictions Statewide. Services are available to both TCA and non-TCA recipients who are within 300 percent of poverty. This program does not serve women whose parental rights have been severed. This program provides non-assistance.
- DHR/SSA Model Demonstration Program at Tuerk House – The Maryland Department of Human Resources (DHR) has entered into contracts with the Baltimore City Health Department (BCHD) for the purpose of providing substance abuse treatment for Baltimore City parents receiving TCA for themselves and their children with an identified substance abuse problem. Those parents are provided access to seven substance abuse treatment beds at the Tuerk House substance abuse treatment program. Additionally, customers receive continuing treatment, as prescribed, parenting classes and support in the community.

The primary objective is to demonstrate that a comprehensive family focused, community based, integrated substance treatment and support service delivery model reduces and prevents child maltreatment and other problems that jeopardize the health, safety and independent survival of some families. The program also provides help to needy families so that children may be cared for in their homes and ends the dependence of needy parents on government benefits by promoting job preparation, work and marriage. Eligibility is limited to families with income below 300 percent of the federal poverty level. This program provides non-assistance.

- Post-Entitlement Case Management Services – Services are provided to former TCA customers within twelve months of leaving TCA. Case management services are provided to the former TCA family for a period of time up to twelve months from the family's last TCA grant. These services are tailored to help the family stay off assistance by providing individualized support and referrals to the family. The purpose is to end dependence of needy parents by promoting job preparation, work and marriage. Eligibility is limited to families with income within 300 percent of poverty and \$5,000 or less in assets. This program provides non-assistance.
- Attendant Care Program – The Attendant Care Program allows individuals, in needy families with children, with chronic or permanent physical disabilities to maintain their independence, and live with their families in their own home. This includes adults who are currently employed or seeking employment or enrolled in post-secondary or higher education. The program also serves adults who can be discharged from, or avoid placement in, a nursing home or similar institution to live at home with their family on the basis of receiving these benefits. However, Maryland will only claim expenditures made on behalf of eligible families.

The program provides financial reimbursement to adults who must rely on the services of attendants for help with bathing, dressing, eating and transportation, in order for them to seek or maintain employment, participate in an educational or training program, or to prevent an institutional living arrangement. Eligibility is limited to families with income below 300 percent of the federal poverty level. Payment is calculated using a sliding scale based on annual gross income and family size. This program provides non-assistance.

- In-Home Aide Services Program (IHAS) – IHAS assists individuals in needy families with activities of personal care with nursing supervision, chore services, meal planning and preparation, transportation/escort services, respite care, training in self-care, and/or care taking skills (help with children or homemaking tasks). The program also offers family members training in care-giving skills, and guidance and support in coping with stress associated with care giving.

Another component of the program provides Parent Aides who intervene to prevent child abuse and neglect by providing hands on service, including help with children or homemaking tasks when parents are unable to perform these activities. As a result, the home remains a safe environment for the child and there are more

opportunities for the parent to interact with the child. This program serves families under 300% of poverty. This program provides non-assistance.

- Job Skills Enhancement Pilot Program. The Jobs Skills Enhancement Pilot Program is in limited areas and targets newly employed, unskilled and semiskilled, current TCA recipients. Former TCA recipients are also targeted, as part of the post-entitlement continuing services package provided to families beyond cash assistance. Participants are provided with training to enhance existing skills, gain additional or alternative skills, or learn interpersonal communication and other related skills to retain their jobs and increase the potential for advancement beyond their entry-level positions. The pilot program is administered by the Local Departments of Social Services or through the State service delivery area system. This program provides non-assistance. Current TCA recipients are eligible for this program. Former recipients are eligible if they meet the criteria below:
 - Former recipients' assets must not exceed \$5,000;
 - Income cannot exceed 300 percent of the federal poverty level for a comparable family size; and
 - One vehicle for each employed family member is excluded.

- Job Skills Enhancement for Non-TCA Families Program – The Job Skills Enhancement for Non-TCA Families Program provides comprehensive job skills enhancement services to low-income working families whose employed members' lack of job skills consigns the family to inadequate income in the present and little opportunity for improved earnings in the future. Such families are at risk of welfare dependence. By enhancing the job skills of these wage earners, this program improves participants' incomes and their capacity for long term financial self-sufficiency.

The Job Skills Enhancement for Non-TCA Families Program offers comprehensive workforce support services including, but not limited to, child care, transportation, skills training and others. The program provides non-assistance services and not payments. Close interagency cooperation and extensive involvement of the business community, from whom skill enhancement services are procured, characterize the program. Participants, all of whom are voluntary, receive a menu of services tailored to meet their individual needs. Recruitment and orientation is followed by an individual assessment to assist program participants in defining skills, aptitudes and interests.

Assessment results are used to identify and develop the participant's Individual Training Plan (ITP). The ITP identifies the participant's goals, action steps, outcome measures and specified time frames--not to exceed one year. This jointly developed plan outlines appropriate training and education to meet the stated career objectives. Job skill enhancement activities may include experiential learning and/or formal training. In addition, the program's multi-agency configuration and its close links with the business community affords participants the opportunity to enroll in on-the-job training, job shadowing, career exploration, business tours, mentoring

activities and the like. Information pertaining to job openings, industry projections, labor market analyses and job skill demand are utilized to assist participants in developing their ITP.

The program is a diversion program intended to assist Maryland families avoid welfare dependency by improving their job skills and thus their capacity for achieving long-term financial self-sufficiency. For program purposes, “family” also includes a pregnant woman or a parent with one or more minor children or a caretaker relative with one or more minor children.

Targeted customers are Maryland families whose adult wage earners have been employed for a minimum of six months for not less than thirty hours weekly in entry-level and other positions with limited potential for advancement and whose income meets the program’s eligibility criteria. Participant families are limited to those with an annual earned income up to 300 percent of the Federal Poverty Guidelines adjusted for family size and \$5,000 or less in assets. The program will also exclude one vehicle for each working person in the family. This program provides non-assistance.

- Family Preservation - Family Preservation represents a variety of programs available to families to provide supportive services to promote safety and well-being of children and their families. This includes families with identified stresses around family life, including disruption, child abuse and neglect issues, domestic violence, homelessness, substance abuse, mental health, physical health, and educational concerns, who are within 200 percent of the poverty level.

The principal purpose of all of these programs, as distinct from those focused on purposes three and four mentioned above, is to enable children to continue to live and thrive in their home with their parents or relatives. Each program is child safety based, goal oriented, family focused, flexible, provided in the home or community, culturally relevant and sensitive, and designed to build on family strengths and unity. Manageable caseload sizes and a team approach of social worker and case associate are an integral part of all services. Each service has designated timeframes, with the possibility for limited extensions when service goals have not been realized. Employment and self-sufficiency are program goals and part of the mutually agreed upon family service agreement. This program provides non-assistance.

- The Housing Counselor Program (HCP) – HCP operates in several local jurisdictions and assists low-income families who are homeless, or in imminent danger of becoming homeless and have an income below 300 percent of poverty, to locate, secure, and maintain permanent housing. Counselors help these families establish adequate credit references and apply for subsidized housing. The counselors can also help access local public and private resources for the first and last month's rent, security deposits, utility payments, or donations of furniture. They develop and maintain relationships with landlords, often paving the way for people

with credit or reference problems to obtain permanent housing. Other assistance may include helping families locate more affordable housing after a rent increase, or helping to find another apartment located near a bus route that is more suitable for a new place of employment. In many of these instances, people are able to remain in housing or to find new housing before being evicted, and as a result, public and private agencies do not have to make outlays for sheltering these households. This program is reasonably calculated to meet the first goal of the TANF statute. This program provides non-assistance.

- Individual Development Accounts. The State of Maryland and/or local jurisdictions may elect to fund Individual Development Accounts for families under 300% of poverty in accordance with local plans and budgets. Federal funds are not used for IDAs. State General Funds or local funds may be used to fund these Individual Development Accounts. These programs provide non-assistance.
- The Homelessness Prevention Program – This program provides funds to local jurisdictions to hire staff and work with families under 300% of poverty facing imminent eviction and to provide grants to prevent evictions. The recipient of a grant must show that the grant will resolve the issue. This program provides non-assistance.
- The Homeless Women-Crisis Shelter Home Program – This program provides funds for short-term (less than four months) shelter, room and board, counseling and referral services to homeless women and children under 300% of poverty. This program provides non-assistance.
- The Domestic Violence Program – This program offers services to victims of domestic violence and their families who have income less than 300% of poverty. Services include but are not limited to safe accommodations for a period not to exceed four months, hotline counseling, advocacy, accompaniment, and abuser intervention. This program provides non-assistance.
- The Displaced Homemaker Program – This program provides a continuum of comprehensive services to help individuals enter or re-enter the workforce in order to become self-sufficient and who have income of less than 300 percent of poverty. Recipients must be 35 years or older; experienced a loss of income through separation, divorce, disability or death; received assistance through care of a child on TCA and are no longer eligible or have received TCA for 24 or more months. This program provides non-assistance.
- The Maryland Emergency Food Program – This program provides cash grants to assist emergency food providers (including soup kitchens and food pantries) in purchasing food for needy families with income under 300 percent of poverty. This program provides non-assistance.

- Summer Youth Employment Program. – A summer youth employment program is designed to provide work subsidies for work placements focused on basic skills enhancement and the opportunity to learn marketable work skills. Program counselors help youth develop positive work habits and attitudes and can reinforce the relationship between the skills acquired on the job and what is learned in an educational setting. Transportation for youth to travel to and from the work site may also be provided. Summer youth employment programs reduce the risk of welfare dependency by improving the youths' capacity to obtain employment that leads to long-term financial self-sufficiency.

This program serves youth ages 14 through 21 that are members of a family whose total family income is up to 300 percent of the federal poverty level. This program provides non-assistance.

- Refugee Employment Services – Refugee Employment Services provides employment and other services to families who are refugees/asylees beyond those which can be paid for under other refugee/asylee assistance programs. This program serves those with income under 300 percent of the federal poverty level and provides non-assistance.
- Informal Kinship Care Services – These services are provided to children who live with their relatives through an informal arrangement made within the family. The child is not in the care, custody, or guardianship of the local Department of Social Services. Both the child and the relative caregivers receive informal kinship care support services including information and referral through local departments of social services and the Kinship Care Resource Center funded by the Department of Human Resources and entities such as the Brookdale Foundation. The children's income must be within 300 percent of poverty. This program provides non-assistance.
- Post Adoption Services – Post Adoption Services provide supportive services to adoptive parents and children with income under 300% of poverty. Services provided include but are not limited to individual and group support, child or family mentoring, marriage support, information and referral, crisis intervention, community and recreational services, and educational support such as tutoring and educational plan development. Benefits under this program meet the definition of non-assistance under the TANF program. This program is reasonably calculated to meet the first goal of the TANF statute.
- Independent Living Program - Kinship Care Families – The Independent Living Program is a part of a continuum of foster care services administered by the Social Services Administration and delivered by the 24 local departments of social services. The purposes of the program are to end the 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. The program provides a wide range of services designed to enable families to live independently.

The goal of the program is to prepare older foster care youth for self-sufficiency by their 18th birthday or upon completion of high school. The youth may remain in foster care up to age 21 if the youth is in school, in training or is disabled. Eligibility for this program's services is based on receipt of foster care maintenance payments paid to the kinship care family on behalf of the child and on assessment outcomes.

The financial and eligibility criteria for the foster care maintenance payment are in the Code of Maryland Regulations at 07.02.11.26 and the schedules against which payment is measured are at 07.02.11.34. The program provides non-assistance.

- Kinship/Foster Care Maintenance Payment – This program serves children who are full time students, under age 19, who are not eligible for Foster Care IV-E funds and who can no longer reside in their home of origin because of abuse or neglect. These children were determined to be a Child in Need of Assistance (CINA) through the court system, committed to a local department of social services and placed in the home of a relative. The targeted population is relative caregivers of needy children committed to a local department of social services and the CINA children living with that relative who is a licensed foster parent. The purpose of the program is to provide assistance to needy families so children may live with their relatives.

Relative caregivers in this program are local department-approved foster parents of the kin child. The children for whom payment is made must have income below 300 percent of the poverty level. The complete financial and eligibility criteria for the foster care maintenance payment are in the Code of Maryland Regulations at 07.02.11.26 and the schedules against which payment is measured are at 07.02.11.34. Foster care maintenance payments are made to the caregiver on behalf of the child. This program provides assistance.

- Local Programs Administered by the Local Departments of Social Services include a wide variety of programs that have funds in them coming from a wide variety of sources such as county and local governments, contributions from churches and other non-profit organizations, and philanthropic entities. Because of the nature and history of the service delivery system in Maryland, many of these groups view their local department of social services as the best vehicle to deliver help to low-income families beyond that available through the principal programs administered by the Department. These programs are sometimes stand-alone and at other times supplement some of the programs mentioned elsewhere in this Plan. They provide eligible families with income under 300% of poverty with the following kinds of services which are all non-assistance for TANF purposes:
 - Emergency Food Programs
 - Local supplemental funding for welfare to work programs, including funding for additional space, staff, services, etc.

- Family Counseling
 - Emergency relief services to help families attain safe and affordable housing which include the provision of emergency shelter, relocation assistance, homeownership counseling, home repairs, utility restoration, or shut-off prevention
 - Information and referral
 - Medical supplies and services, of an emergency nature and not covered by medical assistance or for those not eligible for medical assistance Only State funds are used for costs associated with this program.
 - Substance Abuse Services
 - Family Support Services which are primarily community-based preventive activities designed to promote parents' ability to successfully nurture their children; enable families to use other resources and opportunities available in the community; and create supportive networks to enhance the child-rearing abilities of parents
 - Family Preservation Services that help families alleviate crises that might lead to the out-of-home placement of children; maintain the safety of children; support families preparing to reunite; and assist families in obtaining services and other supports necessary to address their needs. They include but are not limited to: parent skill training and crisis intervention services
 - Transportation to work, training, job interviews or to access other needed services
 - Clothing that replaces that lost in an emergency, is needed for work preparation or which the family cannot afford because of their present circumstances, which includes such disposable items as diapers
 - Domestic Violence programs that offer services to victims of domestic violence and their families. Services include but are not limited to safe accommodations for a period of less than four months, hotline counseling, advocacy accompaniment and abuser intervention
 - Boys Club/Girls Club support
 - After school programs
 - Screening for local department services
 - Grants to Food Bank Services
- Assistance to Individuals with Disabilities- Maryland provides assistance to individuals and families with disabilities applying for or receiving TANF. Maryland (1) ensures equal access to people with disabilities; (2) reasonably modify policies, practices, and procedures for people with disabilities where necessary; and (3) ensures that methods of administration do not discriminate on the basis of disability. Applicants and recipients are provided special accommodations and auxiliary aids such as interpreters for the hearing impaired, large type reading materials for visually impaired and telephone interviews for those customers whose impairment prevents them from coming into the Department of Social Services.
- Limited English Proficiency – This program's services provide language and other services needed by families with Limited English Proficiency in applying for or

receiving TANF or TANF-MOE funded benefits. Examples of services include but are not limited to interpreter services and English as a Second Language classes. This program serves those with incomes under 300 percent of the federal poverty level and provides non-assistance.

- Adoption Assistance – Maryland provides adoption benefits that include a monthly payment and other non-financial services to needy parents of an adopted child who is not eligible for title IV-E adoption assistance. In this instance, the final adoption establishes a parental relationship even if no blood relationship exists.

To qualify on the basis of income, the annual adjusted gross income, as defined by the Internal Revenue Service, of the adoptive family may not exceed 80 percent of the latest published figure for the median income for a family of that size for the State, as set forth in Schedule A under COMAR 07.02.04.11. The adoptive child is included in determining the family size. The annual adjusted gross income of the family shall be the latest figure that was reported to the Internal Revenue Service. This program provides assistance.

- Electric Universal Service Program – The Electric Universal Service Program is an affordable electric service program authorized under the Electric Customer Competition and Choice Act of 1999 to help low-income, needy families afford electric service in the new deregulated environment and to have safe and reliable electric service. The program provides a one-time-only payment that targets the elderly, working poor, disabled and families with children. Eligibility is limited to families with income up to 175 percent of the federal poverty guidelines. The program provides non-assistance.
- Refundable Earned Income Tax Credit Refunds – The EIC Refund Program provides a state paid earned income credit that is refundable to eligible low-income taxpayers with one or more dependents. “Eligible low income taxpayer” means an individual, or an individual and individual’s spouse if taxes are filed jointly, whose federal adjusted gross income does not exceed the applicable poverty income level. The “applicable poverty income level” is defined as the amount specified in the poverty income standard that corresponds to the number of exemptions to which the taxpayer is entitled to claim. Poverty income standard means the most recent poverty income guidelines published by HHS, as of July 1 in the taxable year. The EIC can be claimed against State and local income tax. In addition, EIC Support Services include, but are not limited to, Volunteer Tax Preparation, Public Awareness Campaigns, and a 24-Hour Hot Line. The purpose is to increase the income levels in low-income families and end dependence of low-income, needy parents on government benefits by promoting job preparation, work and marriage. This program provides non-assistance.

SEPARATE STATE PROGRAMS FUNDED BY 100 PERCENT TANF MAINTENANCE OF EFFORT:

Maryland has developed a broad array of services to families and children that are reasonably calculated to accomplish the first and second purposes of the TANF law. These are means tested and are funded out of 100 percent TANF Maintenance of Effort funds in a Separate State Program or other sources that are not federal TANF or TANF Maintenance of Effort. Maryland has designed these programs to be as effective and efficient as possible. This has the effect that certain specific services and certain specific beneficiaries of some of the services of some of these programs may not be eligible for federal TANF or that Maryland will not find it necessary to claim all of the TANF funds that could be claimed for the program because of its own substantial investment in it. Using the flexibility in the statute and regulations, Maryland will report the exact amount of state funds for MOE charged to these programs using the appropriate federal mechanisms. Unless otherwise noted, for the purposes of this plan and federal reporting, eligibility for the following programs is limited to those families with incomes under 300 percent of the federal poverty level in effect at the time of service delivery.

- Rental Assistance Program (RAP) to Work – The RAP to Work program provides rental assistance to current recipient TCA families, former TCA families who received TCA in the past year, and families who received a Welfare Avoidance Grant (WAG) and who are employed or unemployed and in a work activity (as defined by the local department of social services). The families receive RAP up to 12 months. Six-month extensions may be granted if customers provide reasonable explanations of why they are not becoming self-sufficient. Eligibility is limited to families who receive income that is 30 percent or less than the statewide or area median income.

Rental assistance provides reasonable, stable housing to keep families working, enhance family income and keep the family off TCA. In addition, rental assistance provides stable, low-cost housing to TCA families preparing for work or working at a low-wage job that will eventually move off TCA. This program provides assistance.

- A small demonstration project using Individual Development Accounts (IDAs) to help child care providers become homeowners or make needed repairs on currently owned homes in Baltimore City and Allegany and Garrett Counties – This program is only available to providers who are caretaker relatives of an eligible TANF child, having two years of licensed experience, earning household incomes below 80 percent of the area median (with priority given to providers earning at or below 60 percent of the area median income), and caring for at least 4 children, at least one of which qualifies for a child care subsidy, are eligible to participate.

The program, which is jointly sponsored by DHR, the Department of Housing and Community Development and the Enterprise Foundation, will match up to \$1,200 over a two year period for 20 child care providers (3 in Allegany, 2 in Garrett and 15 in Baltimore City). This program provides non-assistance. The IDAs are funded with

100 percent Maintenance of Effort dollars. This demonstration project was effective January 1, 2001. Its continued operation is contingent on available funding.

- Judith P. Hoyer Early Child Care and Family Education Centers (Judy Centers) – Judy Centers are unique early childhood learning centers that promote school readiness through an integrated approach. The centers, written into Maryland Law in May 2000, envision professional collaboration in integrating a wide spectrum of early childhood education programs and family support services for children from pre-birth to age six. The centers have a “one stop” approach eliminating fragmented services. Children and their families can visit a single location to access community-based organizations providing services such as health services, family support and family literacy, Head Start and the public library. The community-based services are in addition to the services provided by the Center, such as: early intervention services, health care (immunizations, vision and hearing tests, pediatric care), professional family support, and student breakfast and lunch.

This program encourages eligible families with incomes under 300 percent of poverty to obtain the services they need to ensure their children are healthy and successful in school by making the services easily accessible. The program is reasonably calculated to achieve the first and second purposes of the TANF statute. The program provides non-assistance.

- Adoption Benefits Funds provide funds for adoption benefits to needy parents of an adopted child who is not eligible for title IV-E adoption assistance. Families are eligible if their annual adjusted gross income, as defined by the Internal Revenue Service, does not exceed 80 percent of the latest published figure for the median income for a family of that size for the State, as set forth in Schedule A under COMAR 07.02.04.11. The adoptive child is included in determining the family size. The annual adjusted gross income of the family shall be the latest figure that was reported to the Internal Revenue Service. Funds are available to pay for benefit payments. The final adoption establishes a parental relationship even if no blood relationship exists. This program is reasonably calculated to meet the first goal of the TANF statute. Benefits under this program meet the definition of assistance under the TANF program.

DATA COLLECTION

Method of Collection – The State of Maryland elects the option to collect on a monthly basis and report on a quarterly basis, a sample of the caseload as prescribed by the Secretary, to produce statistically valid estimates of the performance of the program. Sampling will be used only when the universe is large enough to comply with established sampling methodology.

STATE PLAN FOR REDUCTION OF NON-MARITAL AND TEENAGE BIRTHS

As part of Maryland's welfare reform planning effort, the Secretary established a working group to develop a plan to lower the incidence of out-of-wedlock births and lower the incidence of teenage pregnancy in the State. This plan builds on the efforts that the Governor's Council initiated to lower the incidence of teenage pregnancy in the State. The measures initiated through this plan remain in place to encourage the continuing decrease in out-of-wedlock births.

A primary target of the State's effort to prevent unintended pregnancies is a narrow focus on two specific age groups. Ninety percent (90.7 percent) of all births to adolescents under age 18 are out-of-wedlock, and for adolescents 18 to 19 years of age, the figure is 81.7 percent. To reduce non-marital births, Maryland primarily targets the 18 to 19 year old age bracket and the 20-29 year old age group.

As an early intervention strategy, the State, through the Responsible Choices Demonstration Project, also works with middle school age adolescents and high school age teens to promote abstinence. Special efforts are also made to work with first-time teen parents, age 16 and older, in an effort to reduce the incidence of subsequent non-marital births using the Healthy Families America home visitation model.

The State of Maryland developed a comprehensive approach to the adolescent pregnancy problem including:

1. Improvements in education, such as providing sexuality education, access to contraceptives and other health promotion services to reach out-of-school adolescents;
2. Community based programs, such as local multimedia promotion of responsible decision-making on sexual matters;
3. Enhanced social services, such as physical and sexual abuse prevention at primary, secondary and tertiary levels;
4. Employment development, such as school-to-work opportunities in partnership with private business and public agencies;
5. Health initiatives, such as improved access to birth control counseling and services for sexually active adolescents and parenting classes for every pregnant teenager and her partner.

Programs and services for people in this age group will be improved or added as needed.

Since out-of-wedlock births are more prevalent in certain geographic areas, the effort will be targeted to specific locations. The targeted locations include Baltimore City,

Baltimore County, Dorchester, Prince George's, Somerset and Wicomico Counties. Services to other jurisdictions will also be considered if subsequent data indicate significant increases in non-marital births.

The continued development of this plan, its implementation and its evaluation will be managed from an interdisciplinary approach through the combined efforts of the Maryland Partnership for Children, Youth and Families; the Governor's Council on Adolescent Pregnancy; the Governor's Office, and the Healthy Families Maryland Initiative; Local Management Boards; and private and non-profit organizations.

Support at the local level is critical. To provide support and guidance on the local level, representatives from the various state agencies, councils, committees and organizations provide consultations and technical assistance to local jurisdictions to customize strategies and assure coordinated efforts as needed and appropriate.

STATE PLAN FOR REDUCING STATUTORY RAPE

The State of Maryland recognizes that the incidence of statutory rape is increasing and that this crime is resulting in greater levels of teenage pregnancy. As a consequence of these pregnancies, many young women who subsequently give birth become dependent on public assistance in order to survive. In accordance with the federal bill, the State is developing a comprehensive strategy to lower the incidence of statutory rape.

Both the Maryland Department of Health and Mental Hygiene and the Maryland State Department of Education developed and implemented programs targeted to reducing teen pregnancy.

Statewide comprehensive plan include the following:

1. An awareness campaign targeted to reach the male population that is likely to commit these crimes,
2. A program of education/training for law enforcement officials,
3. A plan that increases awareness through public schools,
4. Enhancement of existing programs that provide counseling to both adolescent females and males.

In addition to the prevention of statutory rape campaigns within the State, the Governor's office has a two fold campaign targeting teen pregnancy through the Governor's campaign to reduce infant mortality. The reduction of teen pregnancy means fewer infants are born who might die before they reach one year old. The goal is to reduce infant mortality by 10 percent by the end on calendar year 2012.

OPTIONS SELECTED

- ❑ The option to assist all legal immigrants who lived in the United States before August 22, 1996. This population will be treated the same as U.S. citizens.
- ❑ The option to request the Maryland General Assembly to opt out of the provision to deny assistance to individuals convicted (under Federal or State law) of any offense which is classified as a felony by the law of the jurisdiction involved and which has as an element the possession, use, or distribution of a controlled substance. In 2000, the Maryland General Assembly chose to opt out of the PRWORA Section 115 requirement to disqualify custodial parents convicted of a drug-related felony involving possession, use, or distribution of a controlled substance on or after August 22, 1996 from receiving TCA and Food Supplement Program (FSP) benefits. Mandatory and recurrent drug testing is a condition for receiving TCA and FSP benefits for these custodial parents. The Department developed regulations in consultation with the Department of Health and Mental Hygiene regarding testing methods and intervals.
- ❑ The option to not require an individual who is a single custodial parent caring for a child who has not attained 12 months of age to engage in work.
- ❑ The option to disregard the single custodial parent exempt from work due to caring for a child under the age of 12 months in determining the participation rates for work requirements for not more than 12 months.
- ❑ The option to terminate assistance to a family where an individual receiving assistance refuses to engage in work requirements, subject to good cause.
- ❑ The option to deny assistance to a family where an individual is not cooperating with the establishment of paternity or obtaining child support.
- ❑ The option to exempt from the 60 month limitation a family by reason of hardship, not to exceed a total of 20 percent of the average monthly number of families to which assistance is provided.
- ❑ The option to continue assistance for a child absent from the home fewer than 180 consecutive days.
- ❑ The option to develop a family responsibility plan.
 - The plan sets forth an employment goal and a plan for moving the individual immediately into private employment, sets forth the obligations of the individual which may include a requirement to attend school, keep school aged children in school, immunize children, attend parenting and money management classes, set other requirements which will result in unsubsidized employment, and

describe the services the State will provide to assist the individual to attain self-sufficiency.

- ❑ The option to comply with the above option within 180 days after the effective date of this part for a recipient of assistance, and within 90 days after the effective date of this part after the individual is determined to be eligible for assistance.
- ❑ The option to apply a full-family sanction to a family that includes an individual who fails, without good cause, to meet the individual responsibility plan.
- ❑ The option to use a sampling method using the procedures the Secretary deems to be necessary to produce statistically valid estimates of the performance of State programs funded under this part.
- ❑ The option to administer and provide services through contracts with charitable, religious, or private organizations, and provide beneficiaries of the services with vouchers, certificates, or forms of disbursement which are redeemable with such organizations, or used as a means of providing assistance.
- ❑ The option to sanction a family that fails to ensure that minor dependent school-age children attend school and minor dependent pre-school children get preventive health care.
- ❑ The option to screen and identify victims of domestic violence. Refer such individuals to counseling and supportive services. Waive, pursuant to a determination of good cause, other program requirements outlined in Section 402 (a), (7), (A), (I), (ii), and (iii) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.
- ❑ The option to exempt a family from the 60 month limitation when a family includes an individual who has been battered or subject to extreme cruelty.
- ❑ The option to establish good cause reasons for a minor to be absent from the home for longer than 180 consecutive days.
- ❑ The option to screen recipients of assistance for use of controlled substances or sanction recipients who test positive for controlled substances.

OPTIONS NOT SELECTED AT THIS TIME

- ❑ The option to require a parent or caretaker receiving assistance under the program who, after receiving such assistance for 2 months is not exempt from work requirements and is not engaged in work, to participate in community service employment.
- ❑ The option to sanction a family that includes an adult who is older than 20 and younger than 51 if such adult does not have, or is not working toward attaining, a secondary school diploma or its recognized equivalent unless certain exceptions are met.
- ❑ The option to reduce the amount of assistance otherwise payable to a family pro rata with respect to any period during a month in which an individual receiving assistance refuses to comply with work requirements.
- ❑ The option to deduct from the assistance that would otherwise be provided to a family of an individual who is not cooperating in the establishment of paternity or obtaining child support 25 percent of the amount of such assistance.
- ❑ The option to not use any part of the grant to provide assistance for a minor child who has been, or is expected to be absent from the home for a period of 45 consecutive days.

Non Discrimination Assurances:

The State of Maryland assures that the following provisions of law will apply to programs and activities funded under TANF:

The Age Discrimination Act of 1975 (42 U.S.C. §§ 6101 et seq.)

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794).

The Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12101 et seq.)

Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.)

- The State of Maryland assures that persons with disabilities will be provided with individualized treatment and effective and meaningful opportunity to the extent that it does not cause a fundamental alteration with the program or result in undue financial or administrative burden.

CERTIFICATIONS

The State will operate a program to provide Temporary Assistance to Needy Families (TANF) so that 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 Temporary Cash Assistance (TCA).

Executive Officer of the State: Governor Martin O'Malley.

In administering and operating a program which provides TANF for families with minor children under title IV-A of the Social Security Act, the State certifies the following:

Certification that the State will operate a Child Support Enforcement Program.

The Department of Human Resources (DHR) will operate a child support enforcement program under the approved title IV-D State Plan.

Certification that the State will operate a Foster Care and Adoption Assistance Program.

The Department of Human Resources will operate, during the fiscal year, a foster care and adoption assistance program under the State Plan approved under part E, and 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 of the Social Security Act.

Certification of the Administration of the Program.

DHR will administer and supervise the program known as TCA for the fiscal year. Local governments and private sector organizations will be consulted regarding the plan and design of welfare services in Maryland so that services are provided in a manner appropriate to local populations; and these same governments and private sector organizations will have had at least 45 days to submit comments on the plan and the design of such services.

Certification that the State will provide Indians with equitable access to assistance.

Maryland does not have any registered Indian tribes living within its borders. However, DHR certifies that should that change, the State will provide each member of a tribe who is not eligible

for assistance under a tribal family assistance plan approved under section 412, with equitable access to assistance under the State's TANF program.

Certification of Standards and procedures to ensure against program fraud and abuse.

The State of Maryland 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 supervising of the State program, kickbacks, and the use of political patronage.

Optional certification of standards and procedures to ensure that the State will screen for and identify domestic violence.

DHR will establish and enforce standards and procedures to:

- Screen and identify individuals receiving assistance under this part with a history of domestic violence while maintaining the confidentiality of such individuals;
- Refer such individuals to counseling and supportive services;
- 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 and child support cooperation requirements in cases where such compliance would make it more difficult for individuals receiving TANF assistance 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.

Certified by the Chief Executive Officer of the State:

Date:

Martin O'Malley

CERTIFICATION

I hereby certify that I am authorized to submit this Temporary Assistance for Needy Families (TANF) State Plan on behalf of the Maryland Department of Human Resources.

Date: 2/27/12


Theodore Dallas, Secretary