

STATE OF IOWA

STATE PLAN FOR TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) EFFECTIVE October 1, 2013

Iowa's State Plan was developed in accordance with Section 402 of the Social Security Act, as amended by the Patient Protection and Affordable Care Act of 2010 (P.L. 111-148) and the Middle Class Tax Relief and Job Creation Act of 2012 (P.L. 112-96). This State Plan is submitted as a new Plan for purposes of maintaining the state's eligibility for federal funding under part A, Title IV, of the Social Security Act. Substantive changes to the prior State TANF Plan are identified in Attachment D. The information submitted below restates the pertinent requirements of Section 402 and then provides the information that outlines the provisions of Iowa's program.

This State Plan also provides information required by 45 Code of Federal Regulations (CFR) 263.2(b) effective October 1, 2012, as well as optional information that would otherwise be required in the State's annual report under 45 CFR 265.9(b) and (c), as allowed under 265.9(d), also effective October 1, 2012. Specifically, this State plan complies with 45 CFR 265.9(b)(1), (2), (3), (5) [excluding aggregate numbers of good cause domestic waivers granted which will be included in the annual report], (6), (7), and (8) [any programs intended to meet the third or fourth statutory purpose of TANF are identified as such]; and with 45 CFR 265.9(c)(1), (2), (3), (6), (7), (8), and (9). Information conforming to these regulations is incorporated throughout this State Plan, typically within the descriptions of individual programs. Attachment E contains a full description of the individual regulatory cites above.

Pursuant to 45 CFR 261.56, this State Plan also includes the criteria and definitions used by the State to determine whether a single custodial parent with a child under age six has demonstrated an inability to obtain needed child care and is subsequently exempt from penalty for failure to meet required work requirements.

ADMINISTRATION

Iowa Department of Human Services

The Iowa Department of Human Services (IDHS) has primary responsibility for administering the Temporary Assistance for Needy Families (TANF) block grant, which, in Iowa, includes Family Investment Program (FIP) cash assistance and other programs funded in whole or in part with TANF or State maintenance of effort funds. IDHS is a single State agency responsible for providing a broad array of services to the State. Included are institutional and community-based programs; mental health resources, including psychiatric hospitals and hospital schools for the mentally retarded; and programs delivered by local offices, which are responsible for most of the direct services provided, including those covered by Title IV-A. IDHS is responsible for the timely completion and submittal of all quarterly and annual reports.

TANF
State of Iowa

IDHS contracts with the Iowa Department of Inspections and Appeals (IDIA) to conduct hearings, eligibility investigations and recovery of overpayments. However, IDHS does not delegate authority to IDIA to exercise administrative discretion for supervision of the State Plan or to issue program policies, rules or regulations. IDIA contract personnel are not IDHS employees. To the extent that they perform IDHS work, they are agents and representatives of IDHS.

PROMISE JOBS services are provided by Iowa Workforce Development (IWD) under contract with IDHS and by the Bureau of Refugee Services (BRS) under the IDHS Deputy Director.

The Iowa Department of Human Services is headed by a Director, selected by the Governor and confirmed by the Senate. A Council on Human Services acts in an advisory capacity to IDHS in making departmental policy. Council members are appointed by the Governor and confirmed by the Senate. The Deputy Director, as well as division administrators, are appointed by the Director of IDHS and are not subject to a set term in office.

Department of Human Rights

As of July 1, 2007, the Iowa Department of Human Rights, Division of Community Action Agencies, became a TANF sub grantee responsible for administration of the Family Development and Self-Sufficiency Grant Program (FaDSS) funded with TANF and maintenance of effort dollars.

The Iowa Department of Human Rights consists of three Divisions and seven Offices

Divisions	Offices
Community Action Agencies	Asian and Pacific Islanders
Criminal and Juvenile Justice Planning	Deaf Services
Community Advocacy and Services	Latino Affairs
	Native Americans
	Persons with Disabilities
	Status of African Americans
	Status of Women

The Governor appoints and the Senate confirms the Director, who in turn appoints each Division Administrator. Each Division and Office has a Commission or Council appointed by the Governor, responsible for: studying opportunities for and changing needs of underrepresented populations; serving as liaison between the Department and the public; recommending adoption of administrative rules; and recommending legislative and executive action to the Governor and General Assembly.

SECTION 402 - STATE PLAN REQUIREMENTS

(a) (1) OUTLINE OF FAMILY ASSISTANCE PROGRAM

(A) General Provisions - A written document that outlines how the State intends to do the following:

- i. Conduct a program, designed to serve all political subdivisions in the State (not necessarily in a uniform manner), that provides assistance to needy families with (or expecting) children and provides parents with job preparation, work, and support services to enable them to leave the program and become self-sufficient.**

Definition of Needy Family

A “needy family” is a family meeting the income and resource limitations and other eligibility criteria of the Family Investment Program (FIP) or one of the programs defined later in this State Plan under "Other TANF and Separate State Programs."

Iowa’s Family Investment Program (FIP)

The Family Investment Program or FIP provides cash assistance to needy Iowa families, as they become self-supporting.

Major welfare reform in Iowa began in 1993 when legislation was passed by the Iowa General Assembly authorizing the Iowa Department of Human Services to seek a series of AFDC federal waivers which, if approved, would result in an extensive redesign of Iowa’s AFDC program. The federal Department of Health and Human Services (DHHS) approved the waivers, which were then implemented statewide on October 1, 1993. Many requirements of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 coincided with Iowa’s welfare reform waivers already in place and approved by DHHS in 1993. As a result, the waivers were terminated via correspondence to the U.S. Department of Health and Human Services dated 7/18/97.

Policies and procedures for the Family Investment Program are described in chapter 239B of the Code of Iowa, Titles IV and IX of the Iowa Administrative Code, and Title 4 of the Employees’ Manual. The public may view the Employee’s Manual upon request.

Major changes in FIP policy that have occurred since the last TANF State Plan are identified throughout this document.

Goals and objectives of Iowa’s Family Investment Program are:

- Provide an incentive to work and make work pay to lead families to self-sufficiency.

- Encourage family stability and the formation of families.
- Provide clients with the opportunity and expectation to take personal responsibility to become self-sufficient and also provide them with the necessary tools to move out of poverty.
- Provide for consequences for those who do not comply with program requirements.
- Empower clients to take advantage of options by making real choices.
- Remove policies that present barriers to families reaching economic independence.

The goals and objectives above may change over time with public input. We focus measurements of success on earned income increases and whether families are leaving and remaining off the Family Investment Program.

Eligibility Requirements are:

Iowa's Family Investment Program provides cash assistance to families with dependent children.

A "dependent" child is one who is:

1. Under age 18, or is under age 19 and a full-time student in secondary school or the equivalent level of vocational or technical training and reasonably expected to complete high school or a comparable program before reaching age 19. A child under age 18 is eligible for assistance without regard to school attendance. However, a child 16 through 18 who does not attend school full-time must cooperate with PROMISE JOBS and complete a Family Investment Agreement as described in (ii).

The child becomes an adult when the child marries, unless the marriage is annulled.

2. Until January 2001, deprived of parental support or care of at least one parent. When both parents are in the home, at least one parent must meet incapacity or unemployed parent criteria. This condition of eligibility was eliminated effective January 2001.

3. In financial need according to Iowa's Family Investment Program. The income of FIP applicants and recipients must be within the following limits:

Based on number of people in the eligible group.

Gross Monthly Income Limits:

- | | |
|---------------|----------------|
| 1) \$ 675.25 | 6) \$2,249.60 |
| 2) \$1,330.15 | 7) \$2,469.75 |
| 3) \$1,570.65 | 8) \$2,695.45 |
| 4) \$1,824.10 | 9) \$2,915.60 |
| 5) \$2,020.20 | 10) \$3,189.40 |

Add \$320.05 for each additional person.

Net Monthly Income Limits:

- | | |
|----------|-----------|
| 1) \$183 | 6) \$610 |
| 2) \$361 | 7) \$670 |
| 3) \$426 | 8) \$731 |
| 4) \$495 | 9) \$791 |
| 5) \$548 | 10) \$865 |

Add \$87.00 for each additional person

Net income is determined after allowing specified deductions and disregards as provided for in Iowa Administrative Code (IAC) 441—41.27. Effective August 1, 2007, the earned income disregard was increased from 50% to 58% in order enhance the benefit of working.

Resource limits are \$2,000 for applicant families and \$5,000 for recipient families.

The value of one motor vehicle is disregarded from inclusion in the calculation of family resources.

4. Living with a specified relative within the degree of relationship defined by Iowa's program, including second cousins who were added effective July 1997. A specified relative must be related to the child either by blood or marriage even if the marriage is terminated by death or divorce, and must maintain and share the home with the child.

"Living with" implies the existence of a relationship in which the relative accepts responsibility for the care and control of the child even while the child or relative is temporarily absent as described below under "Other eligibility requirements."

Other eligibility requirements:

- The following people **must** be included in the eligible group, if living together and meeting non-financial eligibility criteria of the program:
 - The dependent child;
 - Any sibling of the dependent child (of whole or half-blood, or adoptive) who meets age/school attendance requirements and, until January 2001, deprivation requirements;
 - Any natural or adoptive parent of the dependent child.

Included in the eligible group are the needs of people who are temporarily absent for a period of no more than three consecutive months. Good cause extensions are given to people who are temporarily absent because they are:

- In a medical institution for less than a year; or
- Securing education or training.

The following people **may** be included in the eligible group:

- The needy relative who assumes the role of a parent when the child's parent is not in the home;
- The needy relative who acts as payee when the parent is in the home but unable to act as payee; and
- The incapacitated stepparent.

- Each member of the eligible group must be a citizen or qualified alien.
- Each member must be a resident of Iowa.
- Each member must have a social security number or proof of application for a number.
- The parent or caretaker must assign all rights to support to IDHS and must cooperate in obtaining support. Assigned child support retained by the state is not used to determine ongoing FIP eligibility (effective February 1998). Effective March 1998, a 25% grant reduction is imposed when the parent or caretaker fails to cooperate in obtaining support unless good cause for not cooperating is established. Iowa provided child support rebates to FIP recipients until July 1998 when the rebate program was totally phased out.
- Each member must apply for and accept benefits from certain other sources, if eligible. Beginning July 2002, every person in the eligible group and any parent living in the home of a child on FIP must apply for Supplemental Social Security Income (SSI) when:
 - The claimed disability is expected to last continuously for 12 months or is expected to result in death, or
 - The person is aged 65 or older, or
 - The person is blind.

As of July 2002, the entire eligible group is ineligible for FIP if the person refuses to apply for or accept social security or SSI benefits.

- All mandatory PROMISE JOBS participants must cooperate with PROMISE JOBS and complete a Family Investment Agreement (FIA) as described in (ii) as a condition of eligibility. All applicants filing an application for FIP program benefits on or after November 1, 2004, must have a FIA signed before FIP approval, as a condition of eligibility. If a parent fails to sign an FIA, the entire family is ineligible for FIP. If a referred person who is not a parent fails to sign an FIA, only that person is ineligible.
- Effective September 2004, any family that contains a member enrolled in an educational program leading to a degree beyond a bachelor's degree is not eligible for FIP.
- Each member must cooperate with the Iowa Department of Inspections and Appeals (IDIA) when referred by IDHS for front-end investigation.
- When the parent of the dependent child is under age 18, never married (or marriage was annulled), the minor parent must live with the adult parent or a legal guardian or establish good cause for not living with the adult parent or legal guardian.
- People whose needs are met by any other public assistance program administered by IDHS or another state, including IV-E or state-funded foster care, or who receive SSI, must be excluded from the eligible group.
- People participating in a strike are ineligible. If the striker is a parent, the entire family is ineligible.
- Iowa will not use TANF or maintenance of effort (MOE) funds to provide FIP to any family that has received FIP assistance for 60 months (whether or not consecutive) as described at 45 CFR 264.1(a) and (b), unless the family qualifies for an extension under the option described at 45 CFR 264.1(c).

In the case of a child living with a non-parental caretaker relative, the non-parental caretaker relative, who is not eligible for an extension, is removed from the FIP grant after receiving FIP for 60 months, but the caretaker may continue to receive FIP for the child. In the case of a child living with a parent or the parent's spouse, the entire family that does not qualify for an extension is ineligible for FIP after the parent or spouse has received FIP for 60 months.

Parents excluded from the FIP grant are not subject to the federal limits described at 45 CFR 264.1(a) and (b). However, Iowa's state time limit of 60

months and extension provisions do apply to families including such excluded parents. Iowa considers any parent living in the home of a FIP child to be a "recipient of assistance" for purposes of the 60-month limitation even when the parent's needs are not included in the FIP grant. Therefore, the entire family that does not qualify for an extension is ineligible for FIP after the parent has received FIP for 60 months regardless of whether the parent is or is not on the grant. However, any month that the parent receives Supplemental Security Income or is eligible for the exemption described at 45 CFR 264.1(b)(1)(ii) does not count against the 60-month limit.

An extension from the 60-month limit must meet the following criteria.

- a. There must be a barrier, that is, an experience or situation preventing the family from being self-supporting.
- b. The barrier may be a result of a past or current experience or situation that affects current functioning. Current experience may include fear of an event that may or is likely to occur in the future.
- c. A family may request an extension when the barrier impacts the family's ability to become self-sufficient, the family is willing to make incremental steps towards that goal, and the family is participating to their maximum potential.
- d. The family must be actively making incremental progress towards self-sufficiency in ways that will address the barrier(s) identified for the extension.

A family must provide supporting evidence of the hardship barrier and the impact of the barrier on the family's ability to leave FIP.

A family may request an extension after receiving 58 months of FIP. The extension cannot be granted until the family has reached its 60-month limit. The IDHS income maintenance worker will make a decision on whether the family has a reason for extension.

If the family is found eligible to receive FIP beyond 60 months, the family and PROMISE JOBS worker will work together to write a Family Investment Agreement for a 6-month extension period. There is not a limit on the number of 6-month extension periods that a family may request, so long as the family continues to meet criteria.

The FIP goal of personal responsibility was strengthened in January 2007, through an Administrative Rule change that clarified that when a participant is offered PROMISE JOBS activities to overcome a known barrier to self-

sufficiency and fails to comply, the participant will not meet hardship criteria to receive FIP beyond 60 months based on that specific barrier.

For purposes of calculating the federally required 20 percent limit on the number of families allowed an extension, the state chooses a calculation based on the average monthly number of families receiving assistance during the current fiscal year. Included in the 20 percent are families that have their FIP benefits continued beyond 60 months while an appeal is pending or other situations where the benefits are subject to overpayment recovery, such as when benefits are continued pending the issuance of timely notice.

- Effective February 1, 2014, as a condition of on-going eligibility recipients are prohibited from accessing benefits through electronic benefit transactions of an automated teller machine or point-of-sale device at locations specified in Section 408(a)(12) of the Social Security Act. See Section a.(1)(A)(vii) for details.

Calculating the Grant:

The FIP eligible group must meet income and resource limits established for Iowa's Family Investment Program. The assistance grant is based on the number of people in the eligible group. The income of people in the eligible group and other people who live in the home whose income must be considered (e.g., excluded parents, ineligible stepparents, self-supporting parents of a minor parent) after appropriate disregards, must meet Iowa's income tests. The income and resources of a person on Supplemental Security Income are disregarded.

Income disregards and deductions are the same as those under the prior AFDC program except:

- Effective October 1997, the Work Transition Period (a four-month disregard of earned income for certain long-term unemployed recipients) was eliminated.
- Effective November 10, 1997, Iowa began disregarding all financial assistance for education or training as income and resources.
- The FIP child care disregard was eliminated effective July 1, 1999. FIP recipients and other people whose earned income is considered for FIP are now automatically eligible for state child care assistance without regard to the latter program's eligibility requirements and waiting lists.
- The FIP adult care disregard was eliminated effective March 1, 2000.
- All income received by temporary workers from the Bureau of Census is disregarded.

- Effective August 1, 2007, the earned income disregard was increased from 50% to 58%.

Program Benefits, Funding, and Method of Payment:

The assistance grant is issued monthly, but may include a separate payment for special needs. Since November 2009, all payments have been issued through an electronic access card except when the recipient requests direct deposit; or the Department determines it is not practicable to issue the payment by electronic access card.

FIP assistance may be effective as early as seven days from the date of application for any family (including two-parent households since January 1998) who otherwise meets all eligibility requirements.

Iowa's cash assistance programs are available statewide. The FIP program is funded with commingled TANF and state maintenance of effort funds. Iowa's Family Investment Program for Battered Aliens and Two-Parent Families Receiving FIP Program are funded solely with segregated state maintenance of effort funds. Assistance for families consisting of legal permanent residents with forty qualifying quarters of social security earnings in which a member has not resided in the US for at least five years is paid for by segregated state maintenance of effort funds.

Coordination with Medicaid, Supplemental Nutrition Assistance Program, and Other Programs

IDHS is cognizant of the critical need that FIP policies and procedures not interfere with a family's ability to receive benefits and services from other programs such as Medicaid and Supplemental Nutrition Assistance Program (called Food Assistance in Iowa). Staff working with the FIP program in Iowa actively coordinates with Medicaid and Food Assistance outreach and other activities to ensure that families receive benefits to which they are entitled.

Additionally, IDHS makes a concerted effort to develop or revise FIP policies and procedures that encourage consistency between the various programs. For example, effective September 1999, FIP program policy was changed to match policy in the Iowa Food Assistance Program, and to the extent possible in the Medicaid program, in the following areas: treatment of late review forms, failure to timely report changes, recurring lump sums, earnings in-kind, and non-homestead property. Effective October 1, 2002, Food Assistance policy was changed to no longer consider educational income a resource for Food Assistance purposes. Effective July 2004, the Iowa Food Assistance Program changed policy to exclude, without regard to its value, one motor vehicle per household.

Effective November 2003, the Department implemented privacy policies for the Health Insurance Portability and Accountability Act (HIPPA) of 1996. The following two HIPPA policies were extended to all Department programs.

- Workforce members who are crime victims may disclose confidential information to law enforcement for identification and location purposes.
- Department staff may refuse to treat a person as a personal representative if staff has reasonable belief that doing so could endanger the DHS customer, such as a person who has subjected, or may subject a DHS customer to domestic violence.

Effective January 2007, the Department implemented several changes in FIP policy to align with Food Assistance or Family Medical Assistance program policies. These changes improve administrative efficiency, eliminate confusion and provide better customer service for participants.

- The method of determining the FIP monthly grant amount was changed from retrospective budgeting (setting the next month's grant according to a prior month's income) to prospective budgeting (setting the amount based on anticipated income). Changing from retrospective to prospective budgeting aligns the FIP budgeting method with the method used by the Food Assistance and the Family Medical Assistance Program (FMAP)–related Medicaid programs.
- The list of changes participants are required to report for FIP was revised to make it easier for participants to understand what information must be reported and will allow the Department to focus on obtaining the information that is necessary to correctly determine eligibility and benefits.
- Recoupment will not apply when a change in income is timely reported and timely acted upon by the local office, but the Department's timely notice requirements delay the action until the second calendar month following the month of change and eligibility for FIP continues. This change will prevent imposition of small overpayments incurred through no fault of the participant or the worker and aligns policies between the Food Assistance, FMAP–related Medicaid, and FIP programs. The Department will continue to recoup any excess benefits issued when a participant fails to timely report a change in circumstances or when a change makes a case or a person ineligible for FIP but the Department's timely notice requirements delay the action.
- The period of ineligibility caused by receipt of a nonrecurring lump sum was changed to align with FMAP–related Medicaid policy. Aligning the policies will encourage timely reporting of receipt of a nonrecurring lump sum. The period of ineligibility will begin with the month when the nonrecurring lump sum is received. If the lump sum is timely reported, but timely notice provisions prevent applying it to one or both of the first two months of the period of ineligibility, no recoupment will be made for those months. If the lump sum is not timely reported, recoupment will be made.

- The substitution of a telephone interview for a face-to-face interview at the time of reapplication or review will be allowed, as appropriate. Allowing income maintenance workers the flexibility to do some FIP interviews by telephone will promote efficiency for workers while removing a barrier for families who have difficulty attending a face-to-face interview. A family may have difficulty attending a face-to-face interview because of work or school schedules, lack of transportation, lack of child care, health problems, or other issues.
- Effective August 2007, Medicaid increased the earned income disregard from 50% to 58% to align with FIP.
- Effective February 1, 2009, eliminated FIP quarterly reporting and moved to semi-annual reporting. This change aligns FIP reporting requirements to Food Assistance and provides less customer confusion and less paper work.

Other TANF and State Programs Used for Maintenance of Effort

The following is a list of all other current Iowa programs that use either TANF or state maintenance of effort funding. Separate or Segregated State Programs used for maintenance of effort are identified below. Except for those programs below that are specifically identified as only using state funds, each program listed uses either all TANF funds or commingled TANF and state maintenance of effort funds.

All programs, benefits, and services for which state funds may be claimed for maintenance of effort (MOE) purposes under Section 409(a)(7) of the Social Security Act, were either previously authorized and allowable as of August 21, 1996, or were implemented after that date. Consequently, in accordance with 45 CFR 265.9(c)(7) and (8), information about State expenditures on MOE programs for federal fiscal year 1995 are not required and are not included.

Of the programs listed below, only TANF funding for Family Investment Program cash grant assistance is considered “assistance” within the federal TANF definition and, consequently, counts toward a family’s 60-month lifetime limit. However, by state law, the same definition of “assistance” is used for the segregated state programs, Two-Parent Families Receiving FIP and FIP for Battered Aliens, and is counted toward a family’s state 60-month lifetime limit.

Citizenship, eligible alien status, and social security number requirements apply to:

- FIP
- Two-Parent Families Receiving FIP
- FIP for Battered Aliens
- All other programs to the extent required by federal law.

In those instances where the description of a program indicates that a family must be participating in FIP or otherwise eligible for FIP as a condition for receiving benefits or

services, the FIP income limitations and other eligibility criteria previously described [including household composition] apply unless otherwise specified. FIP income limitations and other eligibility criteria also apply to any program where the program description indicates the family must be participating in PROMISE JOBS services as described below. Descriptions of programs dependent on FIP eligibility criteria do not repeat these criteria.

- *Two-Parent Families Receiving FIP:* This Segregated State Program uses state funds to provide FIP benefits to two-parent families when both parents receive FIP. All FIP and PROMISE JOBS program provisions, including Iowa's 60-month limit on the receipt of assistance, apply to persons in this program. Prior to October 2006, this was a separate state program.

The state funds expended for this program are used to meet TANF maintenance of effort requirements as they meet the criteria of 409(a)(7)(B)(i)(I) and (II)(bb) of Title IV-A of the Social Security Act.

- *Family Investment Program for Battered Aliens:* This Segregated State Program is used to meet maintenance of effort requirements. FIP for Battered Aliens provides cash assistance grants to immigrants who have been battered or subjected to extreme cruelty and are eligible as qualified aliens under the provisions of 8 U.S.C. 1641(c), but have not resided in the US for at least five years. Immigrants receiving FIP for Battered Aliens benefits would otherwise have been eligible for FIP cash grants except for the application of Title IV of the Personal Responsibility Work Opportunity Reconciliation Act of 1996. Prior to October 2006, this was a separate state program.

By state law, participants of FIP for Battered Aliens are subject to the all of the same program requirements as regular FIP participants, including participation in PROMISE JOBS and the 60-month time limit.

Battered immigrants that have received an approved or pending petition for prima facie case for immigration status (form I-360), but are in a waiting period to be allowed to apply for a social security number may be considered eligible. The qualified immigrant who does not have a social security number must have applied and be waiting for approval to work and a social security number.

Receipt of FIP for Battered Aliens program benefits does not grant eligibility for SNAP or medical benefits beyond the extent already allowed by federal or state law.

- *PROMISE JOBS Services:* This program provides work and training services for people in families eligible for FIP cash assistance and FIP for two-parent families. Refer to (ii) for a description of family members eligible for services. PROMISE JOBS provides employment, post-employment, and training activities through the Family Investment Agreement.

- *PROMISE JOBS Services for Excluded Parents and Battered Aliens.* Effective October 2006, this Separate State Program provides work and training services for persons participating in the FIP for Battered Aliens cash assistance program and for excluded FIP parents. Refer to (ii) for a description of family members eligible for services. PROMISE JOBS provides employment, post-employment, and training activities through the Family Investment Agreement.
- *PROMISE JOBS Expense Allowances:* This Separate State Program provides the following supports to persons in the PROMISE JOBS program when the activity is approved under the Family Investment Agreement:
 1. Transportation;
 2. Per diem allowances for certain people in practicums who must live away from home while in school;
 3. Tuition, fees, books, and supplies for people in short-term training;
 4. On-the-Job Training allowances to employers;
 5. Birth certificates when needed to register for work; and
 6. Safety equipment.

The state funds expended for this program are used to meet TANF maintenance of effort requirements as they meet the criteria of 409(a)(7)(B)(i)(I) and (II)(bb) of Title IV-A of the Social Security Act.

- *Family Development and Self-sufficiency (FaDSS) program:* This program provides intensive in-home family development services to families receiving FIP and identified as having multiple or severe barriers to self-sufficiency and family stability. FaDSS participants leaving FIP can continue to receive transitional services for a limited period to progress toward permanent self-sufficiency. Former cash recipients receiving FaDSS services are deemed eligible based on meeting the State's income and resources criteria applicable to their receipt of FIP cash assistance. The Iowa Department of Human Rights, Division of Community Action Agencies administers this program. The program is available statewide and services are provided by contracted agencies.

Child Care Assistance

- *Child Care Assistance:* Iowa's child care assistance program may consist of TANF or expenditures that are counted as maintenance of effort for both TANF and Child Care Development Fund (CCDF), and thus subject to the cap at 409(a)(7)(B)(iv) of Title IV-A of the Social Security Act, as well as additional state expenditures that are not claimed as match or MOE for any federal program. The composition of the funding is dependent upon state financial needs.
- *State Child Care Assistance:* This Separate State Program provides state funding for child care needs of families eligible for the Family Investment Program. Iowa applies state-funded expenditures toward the program in the following priority order:

1. Child care needs of two-parent FIP families.
2. Child care needs of a PROMISE JOBS participant in work and training activities as outlined in their Family Investment Agreement, or a parent in education or training for a portion of the day.
3. Child care needs of working parents;

The child must be under age 13 (under age 19 if child has special needs).

- *TANF Child Care Assistance:* This program provides TANF funding for the child care needs of working non-two-parent FIP families.

The child must be under age 13 (under age 19 if child has special needs).

- FIP Diversion Program: discontinued effective July 1, 2009.
- *Family Self-Sufficiency Grants:* These grants are available statewide for payment to families or on behalf of families. The purpose of the benefits or services is to help PROMISE JOBS participants address problems they have in becoming self-sufficient. The grants are designed to pay for products or services that are necessary for the PROMISE JOBS participant to obtain or retain employment and that are not available through other sources. It must be reasonably anticipated that a payment will assist the family to retain or obtain employment in the two full calendar months following the date of authorization of payment.

The grants must not duplicate assistance available under regular PROMISE JOBS policies or available through local community resources, but are to address barriers to self-sufficiency by meeting expenses that cannot be approved under the regular PROMISE JOBS policies. Local plans differ in the benefits or services offered to the recipient. Examples include:

- Car repair or maintenance
- Relocation costs
- Occupational/Professional Licensure/Testing fees
- Utility assistance not covered by other community resources
- Housing assistance not provided by other community resources
- Transportation assistance for newly employed participants
- Job interview clothing or special clothing related to a job (e.g., boots)
- Time management items (alarm clocks, calendars)
- Tools & equipment for employment

Limit on assistance. The total payment limit per family is \$1,000 per year. A year for a family shall be the 12 fiscal months following the date of authorization of the initial payment for the family. A fiscal month begins and ends in different calendar months.

Frequency of assistance. Family self-sufficiency grants are intended to provide immediate and short-term assistance and must meet the criteria in this rule. While a family may be a candidate more than once and may receive payments in consecutive months in some circumstances, payments shall not be established as regular or ongoing.

Supplanting. Family Self-Sufficiency Grants shall not be used for services already available through the Department, PROMISE JOBS, or other local resources at no cost.

- *Refundable Iowa Earned Income Tax Credit (EITC).* This Separate State Program provides Iowa EITC refunds to needy families effective with tax year 2007. Eligibility for the state EITC is based on eligibility for the federal EITC. Consequently, eligibility criteria, including income limits, are that used for the federal EITC for families in any given year.

Iowa's EITC is 7% of the federal EITC amount and is paid for with 100% state dollars. Previous to tax year 2007, Iowa allowed EITC as a tax credit, but none of the credit was refundable. State funds used to provide state EITC refunds to families became a new MOE investment effective FFY 2008. Iowa's EITC will increase to 14% of the federal EITC effective for tax year 2014 and to 15% for tax year 2015. This program meets TANF purposes one and two: 1) provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives and 2) ending the dependence on needy parents on government benefits by promoting job preparation, work and marriage.

The state funds expended for this program are used to meet TANF maintenance of effort requirements as they meet the criteria of 409(a)(7)(B)(i)(I) and (II)(bb) of Title IV-A of the Social Security Act.

Only the amount of refundable state EITC actually paid to the tax payer or offset and paid to another family; i.e., to meet a child support obligation, is considered to be maintenance of effort. Amounts offset for other purposes are not considered to be maintenance of effort expenditures.

- *Transfers to the Social Services Block Grant (Title XX) and the Child Care Development Fund (CCDF):* TANF funds are transferred to the Social Services Block Grant and CCDF within the parameters of federal law at Title IV-A, Section 404(d) of the Social Security Act. Funds transferred to CCDF are used for a variety of initiatives such as the development of quality child care, meeting the child care needs of low-income Iowans, and so on.
- *IV-A Emergency Assistance Program:* The state uses TANF funds for a number of child welfare services for which the state was authorized to use funds under prior IV-A Emergency Assistance law as of September 30, 1995.

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These services currently include: family assistance fund; social casework; family preservation; family foster care; protective day care; adolescent monitoring and tracking; and shelter care (over 48 hours).

Families must meet general child welfare eligibility criteria regardless of the specific services(s) being sought: residency, an eligible child (under age 18, although some services are available up to age 21), and a need for services. Children meeting general eligibility are then screened for eligibility for TANF funding of services (initially and at 6-month intervals while services are provided).

Eligibility criteria for TANF funding is the same as under prior law for IV-A funding: there must be an emergency situation that did not result from a refusal of employment; an application must be made on behalf of a child under age 18 needing one or more IV-A eligible services; the family must meet service eligibility criteria based on the type(s) of service sought; the family must be receiving FIP, Food Assistance, Medicaid, or SSI in the month of application, or does not have cash to provide needed emergency care or services; and the family must not have applied for IV-A Emergency Assistance in the last 12 months.

State funds may be expended for this program and used to meet TANF maintenance of effort requirements when criteria in 409(a)(7)(B)(i) of Title IV-A of the Social Security Act are met.

Note that the state no longer reports TANF expenditures under this category. All of the programs that could meet the criteria above have been determined to meet one or more of the four statutory purposes under 401(a) of Title IV-A of the Social Security Act. Consequently, expenditures are now reported under *Child Welfare Services*.

- *Community Adolescent Pregnancy Prevention Program:* TANF funds are used for teen pregnancy prevention programs designed to prevent adolescent pregnancy and to promote self-sufficiency and physical and emotional well-being for pregnant and parenting adolescents. Eligible adolescents must be less than eighteen years of age and attending school to pursue a high school diploma or equivalent. There are no income or resource criteria. Services to an adolescent under 18 may continue beyond the adolescent's eighteenth birthday under certain circumstances.

This program is intended to meet the 3rd statutory objective of TANF to prevent and reduce the incidence of out-of-wedlock pregnancies.

- *Family Planning:* Effective July 2007, TANF no longer funded family planning services. These services are now provided through a Center for Medicare and Medicaid Services waiver.
- *Child Welfare Services* The state uses TANF funds for a number of Child Welfare Services similar to those provided under prior IV-A Emergency Assistance law. The

individual and collective purposes of the *Child Welfare Services* are to reduce and avert child abuse.

These services may include: social casework; Family centered/family preservation; protective day care; family team meeting facilitation and drug testing.

Families must meet general child welfare eligibility criteria regardless of the specific services(s) being sought: residency, an eligible child (under age 18, although some services are available up to age 21), and a need for services. There are no any other eligibility criteria specific to this program.

These services are intended to meet the 3rd statutory objective of TANF to prevent and reduce the incidence of out-of-wedlock pregnancies.

Pregnancy Prevention

1. Services to At-Risk Children

The following programs provide services to at-risk children. These services are intended to meet the 3rd statutory objective of TANF to prevent and reduce the incidence of out-of-wedlock pregnancies. National and state studies indicate that victims of child abuse, sexual abuse and neglect have a higher incidence of out-of-wedlock pregnancies than the general population. Services described in the following programs are critical to ensure the safety of the child and prevent reoccurrence of abuse.

- *Child Abuse Prevention Program*: TANF funds are used for community-based child abuse prevention services that provide social support, respite care, and education. Local child abuse prevention councils compete for funds to develop and operate programs in one or more of six major areas: crisis nursery, home visitor, parent education, respite care, sexual abuse prevention and young parents. Funds are also used for public awareness activities. Crisis nursery and respite care provided using TANF funds are limited to non-recurrent, short-term services. Child abuse prevention programs are open to all members of the community without regard to family structure, education, income or resources; however, non-TANF funds are used for individuals and families not eligible to receive benefits funded by TANF; e.g., ineligible aliens.

Certain aspects of this program may also meet the 4th statutory objective of TANF to encourage the formation and maintenance of two-parent families.

- *Child Protective Assessments*: TANF funds are used to assess reported incidents of child abuse, endangerment and neglect when the family is determined to be ineligible for funding under Title IV-E of the Social Security Act. Applications for additional services available from the Iowa Department of Human Services

and referrals to other community support services are made as appropriate based on the assessment. Assessments are provided without regard to family income or resources.

- *Community Care Services:* This TANF program was developed as a part of Iowa's child welfare redesign. Community Care is a voluntary service that provides child and family focused services and supports to families referred from the Department. These services are geared to keeping the children in the family safe from abuse and neglect, keeping the family intact, preventing the need for further and future intervention by the Department, and build ongoing linkages to community-based resources that improve the safety, health, stability, and well-being of those served. This program initially began in March 2005. The implementation of Differential Response January 1, 2014, will change the population served under this program. Community Care is targeted to children and families after the completion of a child abuse assessment or family assessment who meets the following criteria:
 - Community Care has been identified as being needed and the family has agreed to participate in services related to a Not Confirmed child abuse assessment case but the child is believed to be at moderate to high risk of future abuse or neglect.
 - Community Care has been identified as being needed and the family has agreed to participate in services related to a Confirmed child abuse assessment case and the child is believed to be at moderate risk of future abuse or neglect.
 - Community Care has been identified as being needed and the family has agreed to participate in services related to a family assessment case and the child is believed to be at moderate to high risk.

Services may include the following:

- Quick assessment of family functioning and potential child and family risk factors
 - Promoting family self-sufficiency
 - Family team decision-making meetings
 - Connecting families to other community resources and supports to meet ongoing needs
- *State of Iowa Procurement Charge Cards:* provides for the issuance of State Procurement Cards to be used to meet one-time or short-term non-medical family needs critical to ensure the safety of the child and prevent the reoccurrence of abuse.

2. Decategorization and Juvenile Delinquency Programs

TANF provides services to troubled or at risk children through a wide variety of supportive services to both the child and their families. The purpose of these services is to prevent child abuse and out-of wedlock pregnancies. Services may include:

- Family team decision-making meetings
- Services to keep kids in school
- Summer youth programs
- Before and after school programs
- Anger management and other similar services
- Relationship training/services
- Services to parenting or pregnant teens
- Self-esteem and confidence raising services/retreats/classes
- Services for abused children
- Family reunification services
- Relationship training and services
- Crisis child care
- Substance abuse services, including testing
- Child abuse preventive services
- Interpretation to support delivery of services

Decategorization is a community planning effort in which the Department of Human Services partners with other local community stakeholders to develop and fund service alternatives to more restrictive levels of care for children and families receiving services in the child welfare system.

Certain aspects of this program may also meet the 4th statutory purpose of TANF to encourage the formation and maintenance of two-parent families.

Programs to Encourage Two-Parent Families

The following program provides services intended to meet the 4th statutory purpose of TANF to encourage the formation and maintenance of two-parent families.

- *Promoting the Benefits of a Healthy Marriage.* This program is available only to households applying for and/or receiving benefits under the Iowa Food Assistance Program. The program provides information on the benefits of a healthy marriage through a paper brochure. Households must have gross income at or below 160% of the federal poverty level with no asset or resource limitations. Households must otherwise meet Food Assistance eligibility factors. Households who are eligible for this program become categorically eligible to receive Iowa Food Assistance Program benefits. There are no other services available other than the informational brochure.

(ii) Require a parent or caretaker receiving assistance under the program to engage in work (as determined by the State) once the State determines the parent or caretaker is ready to engage in work, or once the parent or caretaker has received

assistance under the program for 24 months (whether or not consecutive), whichever is earlier.

For purposes of Section 402(a)(1)(A)(ii), "engaged in work," as defined by Iowa, means participation in Family Investment Agreement activities. Specific work activities that are counted towards the federal work participation rates are described in Iowa's Work Verification Plan effective August 2012.

The goal of Iowa's PROMISE JOBS work and training program is to assure that needy families with children obtain the training, education and employment that will help them become economically self-sufficient and avoid long-term dependence on public assistance. A key element is the establishment of the Family Investment Agreement. The Family Investment Agreement is an individualized agreement between IDHS and the recipient. The agreement addresses a particular family's needs, the services to be provided by IDHS, the actions the family will take and the time frame to be met by the family to attain self-sufficiency. Families who do not achieve self-sufficiency at that point after making a good faith effort to do so will have their Family Investment Agreement renegotiated and amended.

Unless determined to be exempt the following people must participate in PROMISE JOBS and develop a Family Investment Agreement:

1. All adults on the FIP grant, including those in the Two Parents Receiving FIP program;
2. All minor parents on the FIP grant;
3. All children ages 16 to 19 on the FIP grant but not in school full-time; and
4. Any parent excluded from the FIP grant but living with a child on FIP, provided the parent is a citizen or qualified alien as defined at 8 United States Code (USC) Section 1641.
5. All persons described in items 1-4 and receiving cash benefits under the FIP for Battered Aliens Program.

As of July 2002, exemptions are granted only to people listed above who are receiving Supplemental Security Income due to disability or blindness.

In order to more effectively assist families to become economically self-sufficient in the shortest amount of time, all persons, unless determined to be exempt, that apply for FIP benefits on or after November 1, 2004, must cooperate with PROMISE JOBS and establish and sign a Family Investment Agreement before eligibility for FIP program benefits may be determined.

Maintenance of effort funds under a separate state program are used to fund the costs related to an excluded parent's participation in PROMISE JOBS when the excluded parent is a citizen or qualified alien and to fund the costs of PROMISE JOBS participation for FIP for Battered Aliens programs. Aliens who are not qualified aliens as defined at 8 USC 1641 are not eligible for PROMISE JOBS.

The Family Investment Agreement requires each mandatory person to participate in one or more of the following activities after orientation and assessment are completed:

- Full-time or part-time employment.

Full-time employment means 30 hours or more per week or 129 hours or more per month. Part-time employment means anything less than this.

- Job-seeking skills training and group or individual job search.

This activity includes but is not limited to: self-esteem building, goal attainment planning, resume development, grooming, letters of application and follow-up letters, job application completion, job retention skills, motivational exercises, identifying and eliminating employment barriers, positive impressions and self-marketing, finding job leads, obtaining interviews, use of telephones, interviewing skills development, and practice interviewing.

- Classroom training

This activity includes but is not limited to: high school completion or equivalent, adult basic education, English as a second language, post-secondary education not leading to a degree beyond a bachelor's degree, and any other academic or vocational training course of study that enables the participant to complete high school, improve one's ability to read and speak English, or prepares the individual for a specific professional or vocational area of employment.

- Family development programs.

Services under this activity are designed to promote, empower, and nurture the family to self-sufficiency and healthy reintegration into the community.

- Work experience placement.

Work experience combines placement at work sites that provide participants with work experience and on-the-job-training while providing services that are of direct benefit to the community, with job search activities.

- On-the-job training.

Under this component a participant is hired by a private or public employer, and while engaged in productive work, receives training that provides knowledge or skills essential to the full and adequate performance of that job.

- Unpaid community service.

This activity provides participants with opportunities to establish or re-establish contact with the workforce in a non-threatening environment while providing services that are of direct benefit to the community. Work sites are public or private nonprofit organizations and specific skills-training tasks are not required.

- Parenting skills training.

Parents age 19 and younger are required to include parenting skills in their family investment agreement. Parents age 20 and older can participate in this activity provided they also participate in at least one other activity. Training may include but not be limited to the following: child growth and development, child health and nutrition, child safety, positive discipline, relationships, and life skills.

- Mentoring program services.

PROMISE JOBS workers guide and support FIP participants so they may become self-reliant through individual growth, job retention, and economic stability. Where available at no cost locally, mentors help these participants increase skills related to: teamwork, conflict resolution, improved communication, interpersonal relationships, money management, and other activities enabling the family to successfully function independently.

- Post-employment services.

These services provide assistance to employed participants by removing barriers to retaining employment and developing skills necessary for job retention and career advancement. Activities could include but are not limited to any activity described previously in this section.

- Family planning counseling services.

These services are optional, and are offered to each participant. Information is provided to participants about the financial implications of newly born children on family finances and on the ability to complete the family investment agreement. Information on the basics of family planning is provided, as is a list of local family planning resources. Family planning cannot be the only component of the family's family investment agreement.

In addition, participants have access to all services offered by the PROMISE JOBS provider agencies. Participants in work or training programs outside of PROMISE JOBS such as vocational rehabilitation and housing programs, can include those in their Family Investment Agreements. Barriers to participation in the Family Investment Agreement cannot be used to excuse or exempt a mandatory person from participation but must be resolved so that participation can result.

IDHS contracts with Iowa Workforce Development to provide the PROMISE JOBS services listed above. The Department's Bureau of Refugee Services provides the services, to the extent possible with resources available, to people who entered the United States with refugee status until they have obtained US citizenship. The provider agencies determine PROMISE JOBS participants' needs for supportive services and authorize payment for the services.

(iii) Ensure that parents and caretakers receiving assistance under the program engage in work activities in accordance with Section 407.

Based on the PROMISE JOBS assessment, individuals will include appropriate work activities (as defined by the Deficit Reduction Act of 2005 and described in Iowa's Work Verification Plan) in their Family Investment Agreements. In some cases, Iowa may include activities in addition to those in Section 407, which will enable the adult to succeed. Policies and procedures are in place to protect workers from displacement (see Attachment G).

FIP applicants who are required to participate in PROMISE JOBS who do not sign a Family Investment Agreement are denied eligibility for program benefits.

FIP participants, who are required to participate in PROMISE JOBS who fail to sign a Family Investment Agreement, or who sign a Family Investment Agreement but fail to carry out the terms of the agreement, enter a limited benefit plan. If the agreement-responsible person is a parent, the limited benefit plan applies to the entire family. However, if someone other than the parent is the agreement-responsible person, only that individual will be ineligible.

IDHS redesigned the limited benefit plan effective June 1999 to implement state law changes. A first limited benefit plan results in ineligibility indefinitely until the agreement-responsible person signs a Family Investment Agreement. A second or subsequent limited benefit plan will result in a minimum of six months of ineligibility. The ineligibility will continue after the six-month period is over until the agreement-responsible person signs a Family Investment Agreement and completes significant action with the PROMISE JOBS program.

A limited benefit plan will not be imposed if the individual is a single custodial parent caring for a child who has not attained thirteen years of age and the individual has demonstrated an inability (as determined by the State) to obtain needed child care. Iowa extends the criteria found at 45 CFR 261.56 to include children 6-13 years of age, as quality child care is necessary for all children. The inability may be due to one or more of the following reasons:

- (A) Unavailability of appropriate child care within a reasonable distance from the individual's home or work site.
- (B) Unavailability or unsuitability of informal child care by a relative or under other arrangements.

(C) Unavailability of appropriate and affordable formal child care arrangements.

A limited benefit plan may be imposed if the individual refuses to participate in PROMISE JOBS when an acceptable form of child care is available.

Pursuant to 45 Code of Federal Regulations (CFR) 261.56, IDHS, the State TANF agency, has adopted the following definitions and criteria to be used in determining if a single custodial parent with a child under age six demonstrates an inability to obtain needed child care and is exempt from a limited benefit plan for failure to meet work requirements.

Appropriate Child Care means that the child care provider is a licensed center, a registered child care home, an exempt facility, or someone who can pass child abuse and criminal record checks and can meet the minimum health and safety requirements for nonregistered child care home providers.

Reasonable Distance means that the required travel time from home to the work related activity does not exceed one hour each way including the travel time necessary to take a child to a child care provider.

Affordable Child Care Arrangements means that child care for approved PROMISE JOBS components is provided at no cost, except for the Monitored Employment component which may include a co-pay. Co-payments are based upon a sliding fee schedule through the Child Care and Development Fund in accordance with 441--IAC 170.4(2).

Unsuitability of Informal Care means a child care center that has not completed the licensing process or a nonregistered child care provider who cannot pass child abuse or criminal record checks or who cannot meet the minimum health and safety requirements for nonregistered child care home providers.

The unavailability of appropriate child care within a reasonable distance from the participant's home and work related activity exempts a PROMISE JOBS participant from work requirements. Participants must demonstrate an inability to obtain needed child care. If the participant needs assistance in choosing a provider, the PROMISE JOBS or IDHS local office will refer the participant to the child care resource and referral agency serving the county or provide the participant with the list of approvable providers kept by the county DHS office. The availability of appropriate child care will be verified periodically. This exemption does not extend the 60-month lifetime benefit limit.

IDHS informs parents of the child care exception to work requirements and of the definitions and criteria above used to determine whether a parent demonstrates an inability to obtain needed child care. Parents are also advised that granting this exception does not extend the time limit for receiving federal TANF benefits.

(iv) Take such reasonable steps as the State deems necessary to restrict the use and disclosure of information about individuals and families receiving assistance under the program attributable to funds provided by the Federal Government.

All IDHS records are open to the public except those containing confidential information. Confidential information cannot be disclosed except to administer programs of the Department or as otherwise authorized by federal or state law.

The following information is confidential:

- Names, addresses and the type of assistance provided.
- Client's social and economic circumstances.
- Agency evaluations.
- Medical or psychiatric data.

Information may be released to:

- Public officials to administer program requirements.
- Law enforcement officials under certain limited conditions.

(v) Establish goals and take action to prevent and reduce the incidence of out-of-wedlock pregnancies, with special emphasis on teenage pregnancies, and establish numerical goals for reducing the illegitimacy ratio of the State.

TANF funded Community Adolescent Pregnancy Prevention (CAPP) grant programs are operating in more than 50% of the state. Enhanced TANF funding has increased the availability of these services. Grants are available to communities who have a proven track record in achieving results or who will utilize a proven method of service and must include abstinence education. Baseline data are used to establish additional numerical goals. Also, PROMISE JOBS and the Family Development and Self-Sufficiency program provide information about family planning counseling services.

(vi) Conduct a program, designed to reach State and local law enforcement officials, the education system, and relevant counseling services, that provides education and training on the problem of statutory rape so that teenage pregnancy prevention programs may be expanded in scope to include men.

The Department provides publicity and educational program resources for personnel of the Department, people required to report child abuse, and any other appropriate people, to encourage the fullest possible degree of reporting of suspected cases of child abuse. Iowa law requires that all mandatory reporters of child abuse receive periodic training in the identification and reporting of child abuse. Child abuse includes the sexual abuse of a child under the age of 18. Mandatory reporters of child abuse include, but are not limited to, the entities above.

Iowa Code Chapter 709 defines sexual abuse. The Department and law enforcement agencies jointly investigate and assess cases of alleged sexual abuse of a child when the allegations involve a “person responsible for the care of a child” as defined by state statute.

In addition, Iowa’s adolescent pregnancy prevention and parenting programs at the state and community levels include adolescent males. We will work to identify opportunities for appropriate program expansion. Also, PROMISE JOBS and the Family Development and Self-Sufficiency programs provide information about family planning counseling services.

(vii) The document shall indicate how the State intends to implement policies and procedures as necessary to prevent access to assistance provided under the State program through any electronic fund transaction in an automated teller machine or point-of-sale device located in a place described in section 408(a)(12).

The State has implemented the following policies and procedures to comply with this requirement. These policies and procedures are based on the State’s reasonable interpretation of P.L. 112-96 and are supported by state statute and administrative rules.

Effective February 1, 2014, FIP participants are prohibited from using their electronic access card (EAC) to access benefits at any of the following locations as defined by federal statute or regulation:

- (1) A liquor store,
- (2) A casino, gambling casino or gaming establishment, or
- (3) A retail establishment that provides adult-oriented entertainment in which performers disrobe or perform in an unclothed state for entertainment.

When the Department receives a detailed complaint or suspects that a participant has used their EAC at a prohibited location, the case shall be referred to the Department of Inspections and Appeals (DIA) for further investigation. If the referral is founded the action will be considered fraudulent. Penalties for the participant household shall include:

- Requirement to repay any amounts accessed at a prohibited location;
- Three-months of FIP ineligibility for the first finding of misuse;
- Six-months of FIP ineligibility for each subsequent finding of misuse.

When parents from a two-parent family separate during an ineligibility period:

- If the participant that misused the EAC is identified, the ineligibility period will follow only that participant.
- If the participant that misused the EAC at a prohibited location is not identified, the ineligibility period will follow the participant identified as the head of the household when the violation occurred.

Beginning January 1, 2014, information regarding the Middle Class Tax Relief and Job Creation Act of 2012 requirement that limits where FIP participants can use their EAC

and the penalties for using the card at a prohibited location will be added to essential FIP forms. These forms include:

- FIP Notice of Decisions (NOD) for benefit approval, change and reinstatement
- FIP Application
- *Review/Recertification Eligibility Document (RRED)*, form 470-2881, 470-2881(S)
- Comm. 108-Family Investment Program Brochure
- Comm. 377 FIP Electronic Access Card
- Comm. 233 Right and Responsibilities

State statute gives the Department the authority to take additional measures if required by federal law – such measures could require changes in administrative rules, Employee Manuals, systems, forms and other informational materials issued to FIP applicants and recipients, and the contract the Department have with the vendor managing EAC accounts.

(viii) Assurance that recipients of assistance have access to using or withdrawing assistance with minimal fees or charges, including an opportunity to access assistance with no fee or charges, and are provided information on applicable fees and surcharges that apply to electronic fund transactions.

The Iowa electronic access card (EAC) is provided at no cost to FIP participants. There are no monthly fees charged for managing the account. Information on how to avoid fees is provided with each EAC card.

Access is provided as follows:

- Each calendar month:
 - Three free cash withdrawals from participating bank ATMs + \$1.35 fee after the free withdrawals are used and for cash withdrawals at non-participating bank ATMs.
 - Three free balance inquiries from participating bank ATMs + \$.50 per inquiry after the free queries are used.
 - Six free calls to the Interactive Voice Response (IVR) + \$.40 per call after the free calls are used.
- No limit to free cash withdrawals from VISA bank tellers.
- No fee for purchases.
- No fee for cash back with purchase.
- No fee for online transactions or accessing account information.
- No fee for calls to transfer to a customer service representative to report a lost, stolen, or damaged card; request a card replacement; report transaction difficulties; or request account error resolution.
- One free card replacement each calendar year + \$5.00 for each subsequent replacement.

- ATM denials cost \$.50.

(B) Special Provisions

(i) The document shall indicate whether the State intends to treat families moving into Iowa from another state differently than other families under the program, and if so, how the State intends to treat such families under the program.

Iowa has never treated families moving into Iowa from another state differently than other families under its TANF programs, even prior to the United States Supreme Court decision: Rita L. Saenz, Director, California Department of Social Services, et al., Petitioners v. Brenda Roe and Anna Doe, etc., 119 S.Ct. 1518 (1999), which prohibits such treatment.

(ii) The document shall indicate whether the State intends to provide assistance under the program to individuals who are not citizens of the United States, and if so, shall include an overview of such assistance.

Iowa provides assistance to recipients of the TANF Family Investment Program and the Family Investment Program for Battered Aliens.

Eligible non-citizens of the United States will have eligibility and benefits for assistance determined in the same manner as citizens. Qualified aliens, who entered the U.S. before August 22, 1996, are eligible for assistance. Qualified aliens who enter the US on or after August 22, 1996, are not eligible for assistance for five years following the date of entry, except for:

- Those qualified aliens exempted from the five-year limitation by Title IV, Section 403, of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 who may receive regular Family Investment Program benefits and
- Those aliens who qualify for the FIP for Battered Aliens separate state program.

For those ineligible for FIP cash assistance or FIP for Battered Aliens cash assistance, the state will not provide comparable benefits unless directed to do so by the Iowa Legislature.

(iii) The document shall set forth objective criteria for the delivery of benefits and the determination of eligibility and for fair and equitable treatment, including an explanation of how the State will provide opportunities for recipients who have been adversely affected to be heard in a State administrative or appeal process.

At this time, IDHS has retained policies and procedures for appeals that were in effect at the time that TANF was implemented in Iowa on January 1, 1997, as described in Title I, Chapter 7 of the Iowa Administrative Code and Title I, Chapter E of the Employees' Manual.

Clients have the right to appeal any decision and any adverse action taken by IDHS on their case and request a hearing. “Adverse actions” include the following:

- Denial of assistance.
- Delay in acting on the client’s application within required time frames.
- Suspension, reduction or termination of assistance.
- Existence and the amount of an overpayment.
- Recovery of an overpayment.

Aggrieved people may request a review of the Department’s appeal decision or appeal the decision to the district court in the client’s county of residence.

The Department has a written policy on nondiscrimination consistent with federal and state law that is included on applications, notices, and other forms. This policy includes information on where and how to file discrimination complaints.

(iv) Not later than 1 year after the date of enactment of this section, unless the chief executive officer of the State opts out of this provision by notifying the Secretary, a State shall, consistent with the exception provided in Section 407(e)(2), require a parent or caretaker receiving assistance under the program who, after receiving such assistance for two months is not exempt from work requirements and is not engaged in work, as determined under Section 407(c), to participate in community service employment, with minimum hours per week and tasks to be determined by the State.

Iowa has opted out of this provision. See Attachment A.1 for details.

(v) The document shall indicate whether the State intends to assist individuals to train for, seek, and maintain employment –
(I) providing direct care in a long-term care facility (as such terms are defined under section 2011); or
(II) in other occupations related to elder care determined appropriate by the State for which the States identifies an unmet need for service personnel, and if so, shall include an overview of such assistance.

Iowa does not have any special provisions in place with respect to assisting individuals to train for, seek, and maintain employment in the types of occupations described above. Individuals assessed as having an aptitude or interest in these types of occupations and able to pass the required background checks, are encouraged to seek training to prepare them for work in these fields. Individuals participating in the requisite training for these occupations are eligible to receive the same type of assistance available to individuals in other types of training described in the earlier PROMISE JOBS Expense Allowances section of this Plan.

(a)(2) CERTIFICATION THAT THE STATE WILL OPERATE A CHILD SUPPORT ENFORCEMENT PROGRAM. - A certification by the chief executive officer of the State

that, during the fiscal year, the State will operate a child support enforcement program under the State plan approved under part D.

As certified by the Governor in the attached State Plan Certifications, Iowa will operate a child support enforcement program approved under part D of the State plan.

(a)(3) CERTIFICATION THAT THE STATE WILL OPERATE A FOSTER CARE AND ADOPTION ASSISTANCE PROGRAM. - A certification by the chief executive officer of the State that, during the fiscal year, the State will operate a foster care and adoption assistance program under the State plan approved under Part E, and that the State will take such actions as are necessary to ensure that children receiving assistance under such part are eligible for medical assistance under the State plan under title XIX.

As certified by the Governor in the attached State Plan Certifications, Iowa will operate a foster care and adoption assistance program under a State Plan approved under Part E plan and take actions as are necessary to ensure that children receiving foster care or adoption assistance are eligible for medical assistance under the Title XIX State plan.

(a)(4) CERTIFICATION OF THE ADMINISTRATION OF THE PROGRAM. - A certification by the chief executive officer of the State specifying which State agency or agencies will administer and supervise the program referred to in paragraph (1) for the fiscal year, which shall include assurance that local governments and private sector organizations

- A. have been consulted regarding the plan and design of welfare services in the State so that services are provided in a manner appropriate to local populations; and**
- B. have had at least 45 days to submit comments on the plan and the design of such services.**

As certified by the Governor in the attached State Plan Certifications, the Iowa Department of Human Services (IDHS) is the State agency with the primary responsibility for administering the program referred to in paragraph (1). Effective July 2007 the Iowa Department of Human Rights became responsible for administering the Family Development and Self-Sufficiency Program.

Iowa began the TANF program effective January 1, 1997. In October 1996 Iowa sought advice from a Welfare Reform Advisory Group made up of representatives of county governments, local community organizations, business, labor, religious groups, state legislators, the general public, and several state agencies to achieve the objective in subparagraph (A). The Welfare Reform Advisory Group originally organized several broad-based work groups to focus on specific aspects of implementing federal TANF provisions. (See Attachment A that shows the work group structure.) Although the Advisory Group and the individual work groups no longer meet, the TANF program as it exists today is, in large part, a product of recommendations from those original work groups.

As certified by the Governor in Attachment B, local governments and private sector organizations have also been consulted and given 45 days to submit comments on the October 1, 2013, plan and design of Iowa's welfare services. The State Plan will be posted to the IDHS website at www.dhs.iowa.gov under Cash Assistance.

(a) (5) CERTIFICATION THAT THE STATE WILL PROVIDE INDIANS WITH EQUITABLE ACCESS TO ASSISTANCE. - A certification of the chief executive officer of the State that, during the fiscal year, the state will provide each member of an Indian tribe, who is domiciled in the State and is not eligible for assistance under a tribal family assistance plan approved under section 412, with equitable access to assistance under the State program funded under this part attributable to funds provided by the Federal Government.

As certified by the Governor in the attached State Plan Certifications, each member of an Indian tribe who is not eligible for assistance under a tribal family assistance program under Section 412 of the Social Security Act, as amended, shall have equitable access to the State program funded under this part by funds provided by the Federal Government.

(a)(6) CERTIFICATION OF STANDARDS AND PROCEDURES TO ENSURE AGAINST PROGRAM FRAUD AND ABUSE - A certification by the chief executive officer of the State that the State has established and is enforcing standards and procedures to ensure against program fraud and abuse, including standards and procedures concerning nepotism, conflicts of interest among individuals responsible for the administration and supervision of the State program, kickbacks, and the use of political patronage.

As certified by the Governor in the attached State Plan Certifications, Iowa has established and is enforcing standards and procedures to ensure against program fraud and abuse, including standards and procedures concerning nepotism, conflicts of interest among individuals responsible for the administration and supervision of the State assistance program, kickbacks and the use of political patronage.

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

(A) IN GENERAL - At the option of the State, a certification by the chief executive officer of the State that the State has established and is enforcing standards and procedures to:

- (i). screen and identify individuals receiving assistance under this part with a history of domestic violence while maintaining the confidentiality of such individuals;**
- (ii). refer such individuals to counseling and supportive services; and**

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

(B) DOMESTIC VIOLENCE DEFINED - For purposes of this paragraph, the term ‘domestic violence’ has the same meaning as the term ‘battered or subjected to extreme cruelty,’ as defined in section 408(a)(7)(C)(iii).

It has always been possible for FIP participants who are victims of domestic violence to receive counseling and supportive services. Staff involved with FIP, PROMISE JOBS, and child support recovery received training in how to screen and identify victims of domestic violence.

Additionally, policies and procedures are in place for notifying all FIP applicants and recipients about the availability of this option, including the possibility of good cause waivers for some FIP requirements (that is, waivers of time limits, participation in certain work-related activities, and cooperation with child support) when compliance with such requirements would make it more difficult for the applicant or recipient to escape domestic violence or unfairly penalize those who are or have been victimized by such violence, or place the individual at risk of further domestic violence.

People given waivers of participation in work requirements will need to agree to a safety plan to address or prevent family or domestic violence; the safety plan will be reviewed and updated periodically. Waivers of work requirements are the only domestic violence good cause waivers that meet the requirements for federal recognition defined at 45 CFR 260.51. Iowa also makes FIP available to immigrants who have been battered or subjected to extreme cruelty and who are eligible as qualified aliens under the provisions of 8 U.S.C. 1641(c). See certification in Attachment B.

Note: Iowa does not have a family cap provision. In addition, Iowa has never treated families moving into Iowa from another state differently than other families under its TANF programs, even prior to the United States Supreme Court decision: Rita L. Saenz, Director, California Department of Social Services, et al., Petitioners v. Brenda Roe and Anna Doe, etc., 119 S.Ct. 1518 (1999), which prohibits such treatment. Waivers are therefore not applicable to these provisions.

(c) PUBLIC AVAILABILITY OF STATE PLAN SUMMARY. - The State shall make available to the public a summary of any Plan or Plan amendment under this section.

Iowa will make available to the public a summary of any plan submitted by the State under this section. (Also see response under paragraph (a)(4).)

ADDITIONAL OPTIONAL REGULATORY PROVISIONS

Code of Federal Regulations 45 CFR 265.9(b)(7) requires that the state in its annual report, or optionally in its State plan, provide:

A description of the procedures the State has established and is maintaining to resolve displacement complaints, pursuant to section 407(f)(3) of the Act. This description must include the name of the State agency with the lead responsibility administering this provision and explanations of how the State has notified the public about these procedures and how an individual can register a complaint.

The Iowa Department of Human Services has lead responsibility for administering this provision. The public is notified about procedures concerning displacement complaints through the publication of the Department's administrative rules in the Iowa Administrative Code (IAC). Procedures for filing and handling displacement complaints are found at IAC 441—93.144 and are attached (Attachment G).

Code of Federal Regulations 45 CFR 265.9(c)(9) requires that the state in its annual report, or optionally in its State plan, provide:

A certification that those families for which the State is claiming MOE expenditures met the State's criteria for "eligible families":

As certified by the Governor in the attached State Plan Certifications, the families for which Iowa is claiming maintenance of effort (MOE) expenditures meet the State's criteria for "eligible families" as defined in this State plan.