

**TEMPORARY ASSISTANCE
FOR
NEEDY FAMILIES
TANF
STATE PLAN**

STATE OF MARYLAND

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This is Maryland's Temporary Assistance for Needy Families (TANF) State Plan. This Plan is designed to allow the State of Maryland to have maximum flexibility in the use of TANF and TANF Maintenance of Effort (MOE) funds.

The inclusion of a specific program in this Plan does not necessarily mean that:

- Maryland will take full advantage of the flexibility that will be gained by having a specific program or set of programs mentioned in the Plan.

- The program included will have its present funding level increased.

Maryland Department of Human Resources
Family Investment Administration
TANF STATE PLAN
Executive Summary

With the passage of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Maryland shifted from an income maintenance perspective and began investing in families through programs designed to help them move from welfare to work. Maryland's original TANF State Plan was in effect from January 1997 through December 1999. In the last edition, effective January 2000, Maryland revised the Plan to improve its flexibility, develop programs that reach all families, promote success at work and, in some jurisdictions, turn welfare offices into comprehensive service centers. In this edition we have made only small changes to the Plan. Those changes are reflected in the following sections:

- Custodial Parents with Drug-Related Convictions – Reflects the current Maryland law that allows custodial parents who agree to random drug tests and treatment, if necessary, to receive benefits.
- Child Specific Benefit (CSB) Waiver – Allows each local department to operate under a waiver that suspends the CSB provision for a two-year time period.
- Timely Notice of Termination or Reduction – Increases timely notice from five business days to ten calendar days before reduction, termination or suspension of benefits.
- Segregated State TCA Program – Increases the earned income disregard from thirty-five to forty percent.

Although a large number of previously welfare-dependent families in Maryland have gotten jobs and Temporary Cash Assistance (TCA) caseloads have decreased dramatically since 1995, there are still parents and other caretakers who are not working or working jobs with wages that will not raise their families out of poverty. As these smaller caseloads continue, many of the remaining welfare families are “hard-to-place” in jobs. Maryland must have established programs ready to meet the critical, essential needs of the under-employed and “hard-to-place.”

The Family Investment Administration (FIA) formed partnerships with the Child Support Enforcement, Child Care, and Community Services Administrations, and other 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. Maryland's TANF State Plan 2003 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), and Alternative Programs (developed and implemented by a local department, tailored to fit the unique needs of that jurisdiction).
- Separate State TCA Programs – The State of Maryland serves the following families in a Separate State TCA Program funded with 100% TANF Maintenance of Effort (MOE) funds:
 - Families with an adult and/or child with a disability that will last 12 or more months; families who are victims of domestic violence; legal immigrant families admitted to the country after August 22, 1996, and not eligible for federal TANF; families with children that include a needy non-parent relative; able-bodied two parent families; families with a 19-year old child who is a full time student and 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.
- Segregated State TCA Program – 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% income disregard, in a Segregated State TCA Program funded with 100% TANF MOE funds. Time limits do not apply to these working families.
- Programs Funded with 100% Federal TANF Funds – 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 and to maintain two-parent families. Because they are not means tested, these programs are funded from 100% federal TANF or other sources that are not TANF and TANF MOE. Maryland reports the exact amount of TANF funds charged to these programs using the appropriate federal mechanisms. The programs include:
 - Youth Service Program, Maryland's Tomorrow, Healthy Families, Safe and Stable Families, Governor's Council on Adolescent Pregnancy, Family Support Center Network, Young Fathers Responsible Fathers, Youthbuild Sandtown Program, Child First Authority Extended School Day Programs, Maryland After School Opportunity Fund Program, Baltimore City Public Schools After School

Program, Youth Service Bureau, HotSpot Communities Initiative, and Consolidated Education Grant.

- Commingled Funded Programs – 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 TANF and TANF MOE or other sources that are not TANF or TANF MOE. Maryland reports the exact amount of TANF and/or TANF MOE funds charged to these programs using appropriate mechanisms. The programs include:
 - Substance Abuse Treatment for Non-Waiver Recipients, Children in Need of Assistance-Drug Addicted Babies, DHR/SSA Model Demonstration Program at Tuerk House, In-Home Aide Services, Job Skills Enhancement Pilot Program, Job Skills Enhancement for Non-TCA Families, Family Preservation, and Summer Youth Employment.

- Separate State Programs Funded by 100% 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% TANF MOE funds. Maryland reports the exact amount of TANF funds charged to these programs using the appropriate federal mechanisms. These programs include:
 - Income Tax – Earned Income Credit Refunds, Utility Rates (Electric) - Universal Services, Targeted Improvement Grants, Targeted Poverty Grants, Post-Entitlement Case Management Services, Attendant Care Program, Informal Kinship Care Services, Independent Living Program – Kinship Care Families, and Kinship/Foster Care Maintenance

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 TO 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 know best the kinds of resources available to, and services needed by, their customers. Each local department shall submit a plan defining the program for their jurisdiction. The plan shall be approved by Maryland's Department of Human Resources (DHR). 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) and 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, 2002.

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.

- 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 non-recurrent, 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. An application for TCA is denied during the period covered by the WAG. This program provides non-assistance.
- Temporary Cash Assistance (TCA). An individual may apply for TCA when available resources and referrals do not fully address the family's needs. A local department requires an individual to satisfy child support requirements before approving TCA. Medical Assistance coverage is automatic for each member of an active TCA assistance unit.

- 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.
- Emergency Assistance to Families with Children. 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 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.

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, 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, Food Stamps, 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 §431 of PRWORA as amended. A State program for other 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.

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 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 flexibility, within State and Federal guidelines, to develop the systems, processes, and programs necessary to implement the work requirements of the Act.

Annually, 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. They 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 60 days of their TCA application date, the entire assistance unit is ineligible. When 16-17 year old child applicant who is not enrolled in school voluntarily quits a job within 60 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 and child must work at a new job or wait 60 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. 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 any rights to support for any child included in the FIP assistance unit. 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 other 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 assistance unit may not include a child who is not a full-time student and failed to comply with work requirements without good cause. It may not include an adult head of household or spouse who has received 60 months of benefits under this Act, unless the individual lived on an Indian Reservation 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 not 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, the assistance unit may not include an individual, for 10 years, who misrepresented a residence in order to receive duplicate benefits, or an individual who is a fugitive felon or parole and probation violator as described in §408 of the TANF law.

- 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:
 - Families with an adult 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 reimburses the state for TCA funds paid in the event of an accrued SSI claim. Once SSI is received, the family is moved back into federally funded TCA, if otherwise eligible.
 - Families where an adult or child is a victim of family violence and is actively receiving services as part of a service plan to overcome barriers to independence caused by family violence. Once the barriers have been resolved, the family is moved back into federally funded TCA, if otherwise eligible.
 - Families with legal 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.
 - Families with a child cared for by a non-parent relative, who is included in the assistance unit and has no dependent children of his or her own in the assistance unit. Families who have dependent children of their own and other

related children and who receive TCA are not part of this group and are subject to time limits and work requirements.

- Families with a 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. The month the child turns 19 through the month of graduation will be totally state funded. The child's eligibility ends the month after the month of graduation. The family is moved back into federally funded TCA, if otherwise eligible.
 - Families with two parents in the assistance unit where both are able-bodied.
 - Adult parents in families that are determined exempt for reason of hardship by the local departments, are not eligible under federal law because of the 20% hardship exemption limit, and meet all other TCA technical and financial eligibility requirements.
- Families Served in a Segregated State TCA Program. Because of their special circumstances, the State of Maryland will serve the following families in a Segregated State TCA Program funded with 100 percent TANF Maintenance of Effort funds:
- Families with at least one assistance unit member who is employed, has countable earned income and receives Maryland's 40 percent income disregard. Once there are no employed assistance unit members with countable income and the 40 percent disregard applied, the family will be moved back into federally funded TCA. These families are not subject to the 24-month or 60-month time limits but are subject to all other TCA requirements. This program provides assistance.
- Minor Children Who Are Absent From the Home for a Significant Period. TCA is not paid 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. For a period of 3 months, assistance is not provided to a parent (or other caretaker) of a minor child who fails to notify the local department of the absence of the minor child from the home 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 Specific Benefit (CSB) Direct cash assistance is not paid for a child in the assistance unit born to an assistance unit member 10 months or more after the date of application for cash assistance or date of notices of the CSB requirements. The benefit amount is the incremental increase in TCA that would have been paid on behalf of the child, reduced by countable income. The benefit is paid to a third party and used for child specific items. A child subject to provisions of this regulation is treated as an assistance unit member for all other purposes, including but not limited to Medical Assistance, child care services, and Food Stamps. This regulation does not apply if the birth of a dependent child is the result of rape or incest, the first born child of a minor in the unit, another caretaker relative has obtained legal guardianship of the child, or the child is placed in the home of a caretaker relative by the local department of social services.
- Child Care Allowance. Out of pocket child care payments from earned income are not to 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 updated 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 a resource 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.

- Electronic Benefit Transfer System (EBTS). Maryland's DHR operates an electronic benefit 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. The asset limit for TCA is \$2000. Countable and excluded assets are stated in the Code of Maryland Regulations at 07.03.03.12. Transfer of assets to become eligible makes the entire assistance unit ineligible.
- 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 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 four additional months of medical assistance.
- Custodial Parents with Certain Drug-Related Convictions. In order to receive assistance, custodial parents convicted of drug-related felonies since August 22, 1996, must agree to random drug testing and treatment if necessary. Custodial parents who fail to comply with drug testing or treatment are denied TCA and FS benefits. Custodial parents 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.
 - The State of Maryland elects not to sanction a family with an adult, age 21 through 50, who does not have or is not working toward attaining a secondary school diploma or its recognized equivalent.
- 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.
- Timely Notice of Termination or Reduction. The local department mails or hand delivers written advance 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.

- 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 fair hearing as set forth in Article 88A, §§53 and 74, Annotated Code of Maryland. 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. 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.

- Child Specific Benefit (CSB) Waiver. Each local department operates under a Child Specific Benefit waiver. As of October 1, 2002, the CSB provision was waived for a two-year time period.

- 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 awards 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 Article 88A, §53 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; assistance to non-custodial parents and increased child support collections.

- Cooperative Living Project. A Cooperative Living Project provides 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.
- 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. The State of 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 100 PERCENT FEDERAL TANF FUNDS:

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. Because they are not means tested, they are funded out of 100 percent federal TANF funds or other sources that are not 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/or 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 federal 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 federal TANF funds charged to these programs using the appropriate federal mechanisms.

- 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.

- Governor's Council on Adolescent Pregnancy – The Governor's Council on Adolescent Pregnancy provides funding for initiatives throughout the state that focus on teen pregnancy prevent 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 purpose of the program is to prevent and reduce out-of-wedlock pregnancies, improve self-esteem, attendance, school performance and 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 (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.

- Healthy Families – 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 youths over age sixteen who are expecting their first child and who receive TCA or grew up in a family that received TCA. Both parents must be involved in this program which is also designed to prevent intergenerational welfare dependency. This program provides non-assistance.
- Safe and Stable Families – This program helps families by providing to protective services or potential protective services families: family support through projects such as parenting classes and after school programs and family preservation by counseling families in crisis. The program prevents or reduces out-of-wedlock pregnancies. 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-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.

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. There are 27 FSCs in the network located in 19 counties across Maryland, with 6 FSCs located in Baltimore City. This program provides non-assistance.

- Young Fathers Responsible Fathers Programs (YFRF) – One of six father-focused initiatives, YFRF 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. Seven sites in six counties and Baltimore City 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. YFRF programs also encourage co-parenting for non-custodial fathers. Although participation 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.

- Youthbuild Sandtown Program (YSP) – A subsidiary of Youthbuild USA, YSP serves at-risk, low-income West Baltimore Sandtown community youth, age 16-24, with a requirement that 25 percent of program participants must be female. Participants are school dropouts (75 percent), teenage parents, single parents, non-custodial fathers or juvenile offenders who are given a second chance. YSP trainees participate in a rigorous program that combines training in the construction industry, basic vocational education and leadership development.

The YSP partners include The Enterprise Foundation, AmeriCorps, Baltimore City Housing Authority, and Habitat for Humanity. Nationally, the Youthbuild program model has an 86 percent success rate with graduates going to college and into the labor force earning an average of \$11 per hour. 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.

- 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 average household income of students receiving services from CSA is at or below 200 percent of poverty. 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. CFA was chosen as one of nine successful initiatives nationally by the Anneberg Institute 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 provides non-assistance.

- Maryland After School Opportunity Fund Program – Legislation passed by the Maryland General Assembly in 1999 requires the Governor to fund the Maryland After School Opportunity Fund. The program will be statewide for school age children.

The legislation requires that 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." Another is "Stable and Economically Self-Sufficient Families," which includes a measure of "the percent of single parent households." Therefore, this program is reasonably calculated to achieve purposes three and four of the TANF statute. This program provides 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.

- Youth Service Bureau – Youth Service Bureaus are community based, multi-service prevention programs serving youth and families. All YSBs are either incorporated non-profits with Boards of Directors or considered a part of local government and have advisory boards. 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, Department of Juvenile Justice, police, 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.

- 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.

- Consolidated Education Grant – The grant is administered through the school system to needy families through out Maryland and serves abused and neglected children, boys and girls who are parents, and disruptive youths. The program provides funding to local school systems to reduce and prevent child abuse, out-of-wedlock pregnancy, and teen suicide for middle and high school students. The program does not have upper income or asset limit. This program provides non-assistance.

PROGRAMS FUNDED BY COMMINGLED FUNDS:

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.

- 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 200 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 mothers 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 8 months 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 get the services of a gender-specific treatment program. The design provides drug treatment and support services to substance abusing parents; 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 parent; 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 200 percent of poverty. This program provides non-assistance.
- DHR/SSA Model Demonstration Program at Tuerk House – The Maryland Department of Human Resources (DHR) entered into contract with the Baltimore City Health Department (BCHD) for the purpose of providing substance abuse treatment for Baltimore City, TCA parents 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. 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. The financial and eligibility criteria for the program are in the Code of Maryland Regulations at 07.06.12. 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.
 - Former recipients' assets must not exceed \$5,000;
 - Income cannot exceed 200 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. 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 200 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, 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, who are within 200 percent of the poverty level.

The programs include, but are not limited to, Families Now, Intensive Family Services, Continuing Protective Services, Services to Families with Children, and Parent Aide Services. The principal purpose of all of these programs 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.

- Summer Youth Employment Program. – A summer youth employment program is designed to provide wage 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 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 200 percent of the federal poverty level. 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

- Income Tax – Earned Income Credit Refunds (1998 Md. Laws, Chapter 5) – The EIC Refund Program provides a state 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 standards 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 only be claimed against State income tax. In addition, EIC Support Services include, but are not limited to, Volunteer Tax Preparation, Public Awareness Campaign, 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.

- Universal Service Program – The 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 150 percent of the federal poverty guidelines. The program provides non-assistance.
- Targeted Improvement Grants – The Targeted Improvement Grants Program provides assistance to children in needy families by making additional funds available to improve the educational achievements of “at risk” students in the public schools of the state. “At risk” is defined as being eligible for free or reduced price school lunches. By law, the funds “shall be used to provide supplemental funds to schools or specific structured after school or summer activities in which 25 percent or more of the students receive a free or reduced price meals.” Local Boards of Education submit local comprehensive plans to serve “at risk” students and plans to increase the performance of “at risk” students.

The services and programs provided through this grant program increase the self-sufficiency of children in eligible families. They are also designed to increase their motivation, performance and self-esteem to prevent and reduce the occurrence of out-of-wedlock pregnancies. The services and programs provided through this grant program are not generally available to other residents of the state without cost and without regard to their income. This program provides non-assistance.

- Targeted Poverty Grants – The Targeted Poverty Grants Program provides assistance to children in needy families by making additional funds available for special programs for specific schools to improve the educational achievements of students living in poverty which is defined as being eligible for free or price school lunches. Local Boards of Education submit a comprehensive plan for these special programs to the State Board of Education. Grants are distributed to counties based on their proportional share of the statewide number of students living in poverty for the prior school year. Grants to individual schools may not exceed \$1,500 per student and are typically used for after-school programs and for summer programs. The services and programs provided through this grant program increase the self-sufficiency of children in eligible families. They are also designed to improve their motivation, performance and self-esteem to prevent and reduce the occurrence of out-of-wedlock pregnancies. The services and programs provided through this grant program are not generally available to other residents of the state without cost and without regard to their income. 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 200 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.

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. Payment is based on a sliding scale for annual gross incomes of \$0 through \$38,999. This program 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. Both the child and the relative caregivers receive informal kinship care support services through local departments of social services and the Kinship Care Resource Center funded by the Department of Human Resources and the Brookdale Foundation. The families' income must be within 200 percent of poverty. This program provides non-assistance.
- 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 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 is at 07.02.11.34. The program provides non-assistance.

- Kinship/Foster Care Maintenance Payment – This program serves children 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 foster care families must have income within 200 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 is at 07.02.11.34. Foster care maintenance payments are made to the caregiver on behalf of the child. This program provides assistance.

- Rental Assistance Program (RAP) to Work – The RAP to Work 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 who 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. Only 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% 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). The IDAs are funded with 100% Maintenance of Effort dollars. This demonstration project is effective January 1, 2001.

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 including representation from various State agencies and the private sector. Staff of the Governor's Council on Adolescent Pregnancy and the Maryland Department of Human Resources (DHR) co-chaired the effort and developed a plan to lower the incidence of out-of-wedlock births by 1 percent by 2005. This plan builds on the efforts that the Governor's Council initiated to lower the incidence of teenage pregnancy in the State. It is anticipated that the measures to be initiated through this plan will remain in place for an extended period of time, resulting in a continuing decrease in out-of-wedlock births during the period of 1999 through 2005.

Based on research conducted on the national level, the assumption is that the majority of out-of-wedlock births in Maryland result from unintended pregnancies. Therefore, a primary target of the State's effort is to prevent unintended pregnancies. For a more narrow focus, age has been identified as an important factor. 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 will primarily target the 18 to 19 year old age bracket and the 20-29 year old age group which has also been identified as significant.

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.

Research indicates that the risk factors associated with adolescent pregnancy include:

1. Economic and social deprivation,
2. Family instability,
3. Lack of academic commitment and success,
4. Peer influence and social norms favoring early sexual involvement,
5. Delinquent behavior and early child bearing,
6. Contraction of sexually transmitted diseases.

Given the risk factors identified above, the State of Maryland has developed a comprehensive approach to the 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.

The preventive strategies listed above for adolescents should have long term effects and eventually decrease unintended pregnancies among 20 to 29 year old women. However, 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 Sub-Cabinet on Children, Youth and Families and the Healthy Families Maryland Initiative; Local Management Boards; and private and non-profit organizations.

In order for this plan to succeed, support at the local level will be critical. To provide support and guidance on the local level, representatives from the various state agencies, councils, committees and organizations will 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.

The Governor's Council on Adolescent Pregnancy has contacted public and private agencies and individual professionals who have experience with the problem of teenage pregnancy and/or statutory rape. The results of the survey will help the State determine the best course of action.

In order to develop a comprehensive plan, a statewide interagency task force was formed in 1998. The task force will continue to:

1. Review the current status of existing programs that have an impact on the incidence of statutory rape,
2. Recommend enhancements to existing programs,
3. Recommend new initiatives and funding needs.

The State plans to include representation from the following: Governor's Council on Adolescent Pregnancy, Governor's Office on Crime Control and Prevention, Maryland State Police, local law enforcement agencies, Maryland Department of Education, Maryland Department of Human Resources, Maryland Department of Health and Mental Hygiene, Maryland Department of Juvenile Justice, Maryland Office for Children, Youth and Families, and representatives from the private sector. The effort will be combined with the State plan for reducing non-marital teenage births.

It is anticipated that the statewide comprehensive plan will include the following components:

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 to increase awareness through public schools,
4. Enhancement of existing programs that provides counseling to both adolescent females and males.

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. 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 stamp benefits. Mandatory and recurrent drug testing is a condition for receiving TCA and FS 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, with 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 terminate the following 1115 Demonstration Waivers:
 - The Primary Prevention Waiver
 - The Family Investment Waiver -- cash assistance component
- ❑ 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 individual 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 use the grant to establish an individual development account by or on behalf of an individual eligible for assistance under the State program funded by this part for the purpose of enabling the individual to accumulate funds from earnings for post-secondary education, business capital, or first home purchase.
- ❑ 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.