**Information Item B**

**PROCEDURES FOR EXPENDITURE OF TANF Transfer to Title XX and Base Title XX FUNDS**

**A. Overview**

**Title XX funds were established to address the following programmatic goals:**

* Achieving or maintaining economic self-support to prevent, or eliminate dependency
* Achieving or maintaining self-sufficiency, including reduction or prevention of dependency
* Preventing or remedying neglect, abuse, or exploitations of children and adults unable to protect their own interest or preserving, rehabilitating, or reuniting families
* Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care, or other forms of less intensive care
* Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions

**They can be used to provide the following key types of Adult Mental Health services and support:**

* Case Management
* Education and Training
* Housing
* Employment
* Counseling
* Health Related and Home Health Services
* Other Services as approved by the Department

**They can be used to provide the following key types of Children’s Mental Health services and support:**

* Case Management
* Education and Training
* Counseling
* Health Related and Home Health Services
* Special Services
* Other Services as approved by the Department

**Please see link below for definition of services:**

**http://www.acf.hhs.gov/programs/ocs/resource/uniform-definition-of-services**

**B. Contractor Responsibilities**

1. Contractor shall account for these dollars on CARE Report III per updated Information Item D.
2. Contractor shall expend dollars according to TANF transfer to Title XX and base title XX guidelines. TANF transfer to Title XX dollars shall only be expended on children, or adults residing in a home where children under the age of 18 reside.
3. Report TANF transfer to Title XX and base Title XX dollars on Form L.
4. Maintain and comply with written local policies regarding eligibility for services with Title XX dollars.
5. Locally document the CARE identification numbers or local identification numbers of persons who meet the eligibility requirements of these dollars and that are associated with the unduplicated counts of persons served on Form L for auditing purposes.

**Adult Only:**

1. For all adults in ongoing services, contractor shall update the new field on the Uniform Assessment- *resides in a home with a minor under the age of 18*; Contractor shall update this field on the Uniform Assessment each time this assessment is performed for an adult mental health consumer or any time there is a change in status. The Contractor shall track and document locally, if the adult resides in a home with a minor under the age of 18 on the date of completion of the Uniform Assessment.
2. Meet minimum service target established for this attachment. The minimum service target is calculated by dividing the dollars allocated in this attachment by the level of care (LOC) 4 statewide CAM cost ($14,369).

**Children Only:**

1. Meet minimum service target established for this attachment. The minimum service target is calculated by dividing the dollars allocated in this attachment by the statewide CAM cost for Children’s Mental Health intensive LOCs ($4,670).
2. If the allocation is less than $4,670, or if after adjusting the target per above, additional funds are available, dollars not associated with an increased target must be used to move CMH consumers from underserved packages into intensive LOCs.

**C. Eligibility for TANF Transfer to Title XX**

* Adults with a child under the age of 18 in the home whose income is less than 200 percent of federal poverty limits; and
* Children in families living in a home whose income is less than 200 percent of federal poverty limits.

**D. Eligibility for Base Title XX**

* Low income adults or children without a specific requirement that income be less than 200% of the federal poverty level or the presence of a child in the home.

**E. Services**

**Adults:**

1. These dollars shall be used to remove adult members of the MH priority population who meet the eligibility requirements for these funds from the waiting list to intensive LOCs (LOC2, LOC 3 or LOC 4); and/or
2. These dollars shall be used to move a person from underserved (LOCR ≥ LOCA) to appropriately served (LOCR=LOCA) as long as LOCA = LOC2, LOC3, or LOC4; and/or
3. These dollars shall be used to more fully address the needs of persons who are currently enrolled in the intensive LOCs (LOCA=LOC2, LOC 3 or LOC 4).

**Children:**

1. The dollar amounts referenced in the target table in Info Item C shall be used to remove child members of the MH priority population who meet the eligibility requirements for these funds from the waiting list to intensive LOCs (LOC 3 or LOC 4) and/or
2. These dollars shall be used to move a person from underserved (LOCR > LOCA) to appropriately served (LOCR=LOCA) as long as LOCR = LOC 3 or LOC 4; and/or
3. These dollars shall be used to more fully address the needs of persons who are currently enrolled in intensive LOCs (LOC 3 or LOC 4).