

LORAIN COUNTY JOB AND FAMILY SERVICES

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Prevention, Retention and
Contingency Plan

Effective 10/1/2025

ORC Section 5108

The Prevention, Retention, and Contingency (PRC) Program is designed to provide benefits and services needed to overcome immediate barriers to help families become and stay self-supporting. The PRC program provides for non-recurring, short-term, crisis-oriented benefits and ongoing services that are directly related to one of the four purposes of the Temporary Assistance for Needy Families (TANF) program. The four purposes of the TANF program are:

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

Non-recurring, short-term assistance is defined as addressing crisis-oriented situations that do not provide for needs expected to extend beyond four (4) months. These non-recurring benefits and services may encompass more than one payment per year, as long as the payment provides short-term relief and addresses a crisis-oriented situation rather than meeting ongoing or recurring needs.

The services and benefits provided under the PRC program fall into three categories:

- 1) Prevention services: designed to divert families from ongoing cash assistance by providing short term non-assistance.
- 2) Retention services: provided to assist an employed member of the family in maintaining employment.
- 3) Contingency services: provided to meet an emergent need which, if not met, threatens the safety, health, or well-being of one or more family members.

These benefits and services are consistent with the federal definition of “non-assistance” as found in 45C.F.R.260.3.

The definition of “non-assistance” includes:

- 1) Non-recurrent, short-term benefits that:
 - a. Are designed to deal with a specific crisis or episode of need;
 - b. Are not intended to meet recurrent or ongoing needs; and
 - c. Will not extend beyond four months;
- 2) Work subsidies (i.e., payments to employers or third parties to help cover the costs of employer wages, benefits, supervision, and training);
- 3) Supportive services such as childcare and transportation provided to families who are employed;
- 4) Refundable earned income tax credits;
- 5) Contributions to and distributions from, Individual Development Accounts (IDAs);
- 6) Services such as counseling, case management, peer support, childcare information and referral, transitional services, job retention, job advancement, and other employment -related services that do not provide basic income support; and
- 7) Transportation benefits provided under a Job Access or Reverse Commute project to an individual who is not otherwise receiving assistance.

Civil Rights/Limited English Proficiency

The LCDJFS PRC program will be administered in compliance with state and federal civil rights and non-discrimination laws and regulations including, but not limited to, Title VI of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 as amended, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and the Ohio Civil Rights Law.

Compliance will also be met with Title VI of the Civil Rights Act of 1964 to provide meaningful access to programs by Limited English Proficiency (LEP) persons. Meaningful access means that the LEP person's situation can be effectively communicated to the service provider; the LEP person is able to understand the services and benefits available; and the LEP person is able to receive those services and benefits for which he or she is eligible in a timely manner.

Program Operation

To ensure fair and equitable treatment of families applying for PRC, the program shall be continuously in operation according to the standards of policy and procedures as set forth within this document. The covered benefits or services or the amounts specified for the benefits and services listed in the section detailing the scope of coverage may not be reduced, limited, or restricted unless the program is amended or there are no funds available.

Scope of Benefits Services

The attached PRC Scope of Coverage Chart reflects the scope of benefits and services provided under the Lorain County PRC Program. The chart also contains the assistance groups served, and the economic need standards for the service specific to the family's circumstances.

Application

To apply for PRC, a PRC-1 "Prevention, Retention, and Contingency (PRC) Program" Application form must be filed with the agency unless otherwise noted in the scope of coverage. The application, related verifications, and any other information related to this process will be kept in EDMS.

- An approved/authorized PRC application is valid for thirty (30) days from the date the agency receives the signed application. When requesting assistance for services, clients must provide all necessary information, verification, and documentation to determine eligibility for the service.
- Voter Registration Applications as prescribed by the secretary of state under section 3503.10 of the ORC will be made available to persons who are applying for, receiving assistance from, or participating in the PRC Program. (Reference Section 329.051 of the ORC)
- A separate Kinship Caregiver Program (KCP) application PRC-1500 may be utilized for obtaining kinship caregiver services in coordination with the local PCSA.
- Unless specifically listed otherwise, an assistance group may apply for PRC services more than one time per year, if the maximum dollar amount for those services has not been reached.

Applicant Responsibility

An applicant for PRC is responsible for completing all necessary documents, furnishing all available facts and information, and cooperating in the eligibility determination process. This includes filing applications and pursuing potential ongoing assistance programs such as OWF, SSI and the Supplemental Nutrition Assistance Program (SNAP), as well as Unemployment Compensation, Social Security, and the Home Energy Assistance Program (HEAP). Failure to pursue available income or resources that could sufficiently meet a portion of, or the entire amount of their need will result in the denial of the PRC application.

Documentation provided to LCDJFS (e.g., birth certificates and pay stubs) to determine current eligibility for OWF and/or food assistance and/or Medicaid may be used to document identity, economic need, Social Security number, citizenship, and residence. Designated ODJFS system screens will be used in these situations.

Assistance Group Composition

PRC benefits and services are available to a family assistance group (AG) who reside in Lorain County. The family assistance group must include a minor child or pregnant individual as defined in Sections 5108.01 and 5108.06 of the revised code. PRC benefits and services are also available to the non-custodial parent of a minor child who lives in Lorain County and does not live in the same household as the minor child. Non-custodial parent with current child support obligation being met through a CSEA or in the Seek Work Program.

An eligible family must include a minor child who resides with a parent, specified relative, legal guardian or legal custodian, or consist of a pregnant individual with no other minor children.

A temporarily absent individual can be included as a member of the PRC assistance when they meet all the conditions in 5101:1-3-04.

For the Kinship Caregiver Program, each minor child residing with a specified relative, as defined in ORC 5107.02, is considered a child-only assistance group.

The assistance group composition for a specific benefit or service is reflected in the section, “Lorain County Department of Job & Family Services - PRC Scope of Coverage Chart”. All benefits and services in the charts are meant to meet the first two general purposes of TANF.

Living arrangement eligibility for PRC is based on the assistance group determination and verification (when available) of the need for financial assistance, central supports and/or services. Appropriateness of the support and/or services requested as well as the probability that the PRC assistance will resolve the crisis situation should be taken into consideration to determine eligibility. Availability and necessity of verifications should be determined by the case worker, on a case-by-case basis, and document the rationale for accepting self-attestation.

Ineligible Family AGs

Federal and State law must be adhered to when providing PRC benefits and services. Listed below are Federal and State prohibitions based upon 42 U.S.C. 608, section 431 of PRWORA (as amended by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 and the Balanced Budget Act of 1997), and the Ohio Revised Code:

- AGs who have received more or equal to the limit of PRC assistance as set forth in this plan and/or that of another Ohio county in the past 12 months.
- AGs who fail to utilize other community resources or available income.
- AGs that cannot show the ability to meet the ongoing expense related to their request (e.g. pay next month’s rent or utility bill).
 - AG must be able to document the ability to pay the ongoing expense with income verification or other LCDJFS-approved documentation. Self-attestation will not be accepted as a means of verification for sustainability to meet ongoing need. LCDJFS reserves the right to determine if the AG can achieve sustainability for the ongoing need.
- AGs whose request does not eliminate the immediate problem (cost of help exceeds PRC limit and family is unable to come up with the difference).

- Applicants requesting assistance that either exceeds the individual cap for that service or the overall PRC maximum benefit available will be responsible for paying overages. Documentation that the applicant has paid his/her portion of the requested service will be required before PRC payments can be approved.

- No benefits or services to an individual who is not a citizen of the United States or a qualified alien.
- AGs who are under an Intentional Program Violation (IPV) for the OWF and/or PRC programs until full repayment occurs per ORC 5101.83.
- No benefits or services to an applicant or AG member who is on strike.
- Fugitive Felons.
- AGs who falsify a PRC application.

Eligibility

To receive PRC benefits and services at least one member of the AG must be a citizen of the United States, or a qualified alien as defined in Section 5506(d) of Public Law 105-33 (the Balanced Budget Act of 1997).

Each person applying for PRC must provide the county agency (or third-party providing agency) with a social security number or apply for a social security number. Providing a number is a condition of receipt of TANF and is required under Section 1137(a) of the Social Security Act. The social security number will be used to check information provided by the individual.

Eligibility for PRC is dependent upon the AG's demonstration and verification of need for financial assistance and/or services. For eligibility to be determined, the income of the AG must be compared to the economic need standard established for the benefits and services requested. The economic need standards are based upon federal poverty guideline measures which shall be updated annually when the federal poverty guidelines are released. Eligibility for the PRC AG to receive benefits or services is based on AG income that must be equal to or less than the economic need standard. See the attached Scope of Coverage Chart.

All information required to make an informed decision in issuing PRC benefits or services is subject to verification at any time at the request of the county and its agents, and as otherwise allowed by law. Information provided during the application process that is inconsistent or unknown to Ohio Benefits will be used in the determination. Verification may be required for, but not limited to, quality control purposes, program reviews, audits, case monitoring, questionable circumstances, etc.

Final approval of the PRC request is based on established guidelines in the PRC plan. Any approval for PRC funds outside of the established guidelines is on a case-by-case basis and at the discretion of the Lorain County Department of Job & Family Service's Director or designee. Approval may be based in part on an AG's willingness to improve their circumstances to avoid/reduce future need requests. The 12 or 24-month period begins with the date of authorization.

Change in Circumstance

The applicant must be able to demonstrate that a specific change in circumstance occurred within the 3 months prior to the application for PRC benefits or services that has contributed to the current, demonstrated need. Failure, by the applicant, to demonstrate the specific change will result in the applicant's ineligibility for PRC benefits. The specific change in circumstance should be tied into the four allowable categories of PRC and documented in the case record.

The change in circumstance leading to the current need must be an unexpected, life-altering event which may include, but is not limited to such things as: job loss, domestic violence, divorce, natural disaster or fire, individual providing monetary support left the household, death of a household member, new LCCS

involvement in the household resulting in the removal or threatened removal of a child, homelessness, accident resulting in the client not being able to work, addition of a child or other family member into the household, prolonged illness, or depletion of available income & resources due to an emergency situation. It does not include routine or expected changes such as a voluntary move (not precipitated by any specific change in circumstance), change of seasons, bill fluctuations, start of a school year, inflation, holidays, sanction, legal infractions (including intentional fraudulent acts by the client such as intentionally breaking a lease), temporary or seasonal employment, and voluntarily terminating employment without just cause pursuant to 5107.26. For temporary employment, if no end date is specified, the employment is not considered temporary if it has lasted six months or more.

If any change in circumstance listed by the applicant is questionable, the caseworker may request documentation to verify that the change in circumstance occurred. Denial is appropriate in situations where it can be determined by an LCDJFS worker that no attempt has been made to prevent the occurrence of the emergent need, and the applicant can show no evidence that the household has experienced any extraordinary circumstances or expenses. Situations include making no payment toward the obligation.

Change in circumstance only need demonstrated for the following emergency services, Home Repairs, Shelter Expenses, Employment Related Expenses, and Other Related Expenses.

Income & Resources

Economic need may be established if each AG member, at the date of application, is in receipt of OWF, SNAP benefits or Medicaid benefits and is verified to be below the 200% of the FPL, unless otherwise defined for specific category of service. If information provided during the application process is inconsistent or unknown to Ohio Benefits, then the new income would need to be considered in the calculation. If OWF, SNAP, or Medicaid cannot be used to verify economic need, the eligibility determination will need to be completed to calculate income and compare to the relevant federal poverty level when demonstration of economic need is required.

The total gross income, both earned and unearned of all members of the PRC AG shall be counted except for gross earnings of a minor child as defined in Section 5101:1-23-20 (c)(i) of the Ohio Administrative Code. All income which is received during the thirty (30) day period prior to the date of application will be added and compared to the federal need standard. A statement is needed indicating how daily living expenses are met if AG reports no income or means of support. All income and benefits that are exempt per federal rule will be excluded in determining income eligibility for the PRC program per OAC 5101:1-24-20 and 5101:1-23-20.1.

For cases in which the income cannot be accurately obtained, the implementation of practices that are reasonable and prudent should occur when determining countable income. A signed JFS 07341, "Applicant/Recipient Authorization for Release of Information" should be obtained from the applicant for an inquiry. Once the release is received, verification which is obtained by phone must contain clear documentation in the PRC AG record concerning the name and position of the supplier of the information, the date the verification was obtained, the amount of the verified income, and the name of the individual who obtained the verification.

The Lorain County PRC plan will NOT require resources of an AG to be counted or verified to establish economic need.

Unearned Income

The following are examples of unearned income which must be counted. These are examples only and are not meant to be an all-inclusive list:

- RSDI Benefits
- Veteran Administration Benefits
- Workers' Compensation Benefits
- Lump-sum Payments (including tax refunds)
- Unemployment Compensation Benefits
- Private Pension and Retirement Benefits
- OWF or Supplemental Security Income (SSI)
- Alimony and Child Support
- Strike Benefits
- Rental Income
- Investment Income
- Adoption Assistance
- Foster Care Assistance

Earned Income

Earned Income is income in which the AG member must perform some type of labor or service to receive it. The following are examples of earned income. This is not intended to be an all-inclusive list:

- Earnings from work as an employee
- Earnings from Self-Employment
- Strike benefits if the striker is required to perform services to receive payment
- Training Allowance

Residence

PRC benefits and services are available to residents of Lorain County. Residence is established by living in the county voluntarily with the intent to remain permanently or for an indefinite period.

Voter's Registration

Voter Registration applications shall be made available to persons applying for or participating in the PRC program. Reference section 329.051 of the ORC.

Standard of Promptness

The focus of this program is to provide and authorize benefits and services within ten (10) calendar days of the receipt of a signed application. In some instances, this time frame will not be met due to unavoidable delays on the part of the applicant or the agency.

Applicant must provide verification within ten (10) days of request. The AG record should contain sufficient documentation of the case activity on the PRC application, including an explanation of unexpected unavoidable delays in processing the application.

LCDJFS reserves the right to deny PRC services to any applicant who has demonstrated a pattern of PRC misuse or abuse (actual or attempted). An application for PRC can also be denied for failure to meet the application or eligibility requirements defined in the Lorain County PRC plan and/or failure to return requested verifications to the agency by the due date.

Community Resources

The availability of HEAP, FEMA, or Red Cross Disaster money within the local community shall be explored prior to the authorization of PRC for services that would or could be covered by those funding agents. Consideration will be given for limited community resources, and as a result, PRC may be authorized prior to drawing on those limited funds.

All potential community resources that could assist a family in need shall be explored during the determination of eligibility. The Assistance Group PRC file should reflect all attempts to locate and utilize available community resources.

Direct and Contracted Family Stability Services

Families that qualify for Family Stability Contracted Services could access PRC funds if they meet all Federal/State requirements. Receiving Family Stability Contracted Services will not prohibit the use of PRC Direct Services provided by LCDJFS. Contracted Services will use the PRC-1 Application as determined by the agency, unless otherwise noted on the Scope of Coverage.

Services and benefits shall be provided which directly lead to or can be expected to lead the family to becoming Self-Sufficient by accomplishing one or more of the following specific four purposes of TANF:

- To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives
- 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
- To encourage the formation and maintenance of two-parent families

PRC assistance will be authorized with the expectation that the PRC AG will be able to function without additional agency help. Services and benefits shall be provided which directly lead to or can be expected to lead the family in becoming self-sufficient.

Notice of Approval/Denial

Once an application for PRC is approved, the JFS 04074, "Notice of Approval of Your Application for Assistance" shall be mailed or otherwise delivered for each specific service/benefit requested. If it is determined that an application and/or service for PRC is denied, the JFS 07334, "Notice of Denial of Your Application for Assistance" shall be mailed or otherwise delivered.

State Hearing Rights

AG's applying for PRC benefits have a right to a State Hearing when they disagree with the action(s) that the county agency has taken. PRC applicants are informed of the right to a State Hearing via the JFS 07501 "Program Enrollment & Benefit Information" booklet at initial application and again via the notices of approval or denial of the PRC application.

Overpayment Collections

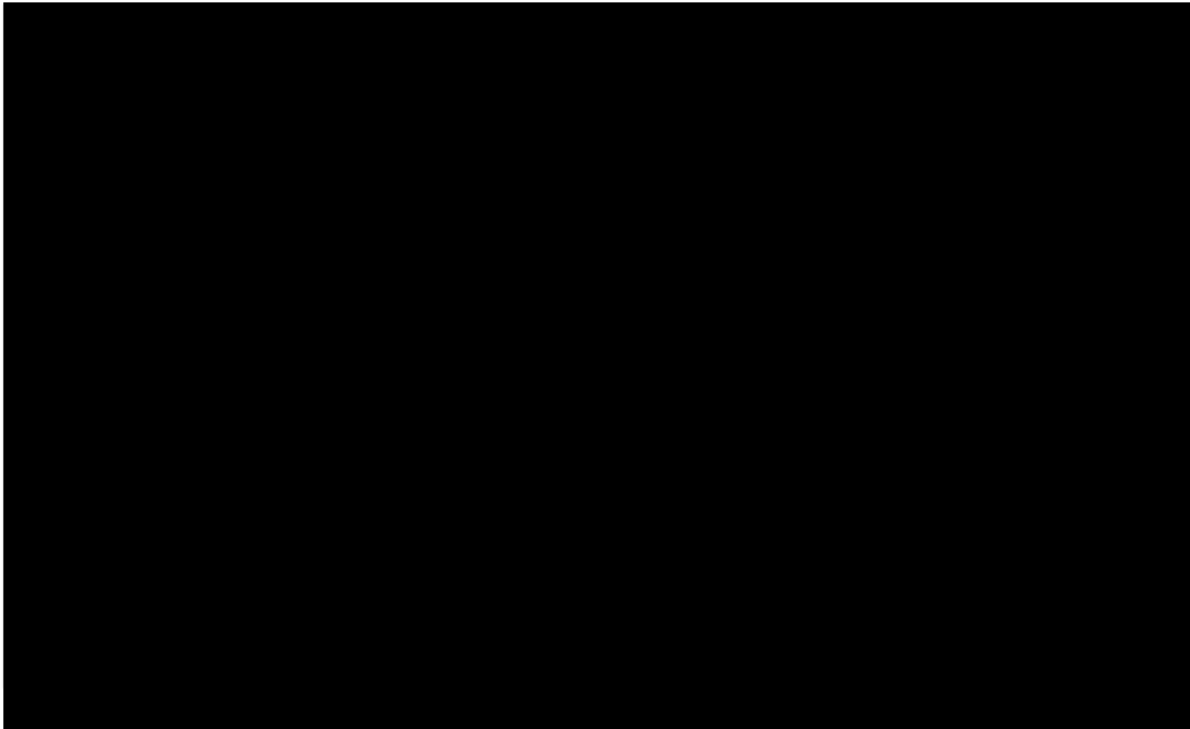
Any erroneous payments issued under the PRC Program due to client or vendor error, misrepresentation, intentional program violation, fraud, or agency error constitutes an overpayment. All PRC overpayments are subject to recovery according to established agency collection policy and procedure.

Program Integrity and Control

Once eligibility for PRC is established, the LCDJFS director or designee will authorize and generate payment for the assistance, goods, and/ or services. Authorization may occur at any time during a period beginning on the date that PRC is approved. If payment is authorized within the appropriate period, actual payment may be made to vendors according to the procedures in place at the agency. All PRC payments are made by LCDJFS to the vendor or in rare situations to the PRC AG. The County will ensure that all agency policies meet all auditing requirements.

All Programs, including services and benefits, are subject to availability of funds.

This plan may be amended or modified at any time. All amendments will be submitted to ODJFS with an effective date of the addendum.



LORAIN COUNTY DEPARTMENT OF JOB & FAMILY SERVICES PRC SCOPE OF COVERAGE

Effective 10/1/2025 unless otherwise indicated.

- Guiding Principles:**
- 1) A PRC-1 Application of Assistance is required, unless otherwise indicated.
 - 2) Some services and/or benefits require employment of at least 30 hours per week at State minimum wage or higher.
 - 3) Participant is responsible to report changes in income or resources, or changes in household members or residence that may affect eligibility.
 - 4) **ALL** programs are subject to availability of funds.
 - 5) **OWF** participants must be attending and completing their assignments on their Self-Sufficiency Contract.
 - 6) LCDJFS has final decision on how to direct funds/services.

PRC Service/Benefit and Guidelines	Benefit/Service Limit	Eligibility Criteria	Targeted Group
PREPAID BUS TICKETS or PREPAID FUEL CARDS Qualified individuals who are OWF Work Eligible Individuals or SNAP Employment and Training applicants or participants. The number of tickets issued will depend on the hours of OWF participation. OWF and SNAPET recipient eligibility based on current OWF/SNAP application. Gas cards cannot be used for federal unallowable costs such as entertainment, alcohol, etc. Any unspent funds must be returned.	Bus ticket amount as needed. \$25 gas cards available until supply is exhausted.	OWF-WEI and SNAPET participants have automatic eligibility. Bus tickets may be issued for applicants/participants with no transportation of their own and uses public transit. Gas cards will be issued for applicants who have a means of transportation. May also be issued to individuals who have met participation in their required activity.	OWF and SNAP Work Activity program AGs participating in a job-related education or training activities sponsored by LCDJFS. NOTE: Gas cards or bus tickets will not be given to OWF and/or SNAP participants as transportation to employment The TANF Prepaid Bus Ticket Program meets the first two purposes of TANF: 1. To provide assistance to needy families so that the children may be cared for in their own homes or the homes of relatives. 2. To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.

PRC Service/Benefit and Guidelines	Benefit/Service Limit	Eligibility Criteria	Targeted Group
HOME REPAIRS *Emergency repairs that directly affect the health and safety of the family and include only the following repairs: repair or replacement of furnace, HVAC repairs, and hot water tank. PRC will not pay for general upkeep and maintenance of a home, nor anything that would be covered under homeowner's insurance. For example, repairs such as replacing light bulbs/batteries, power washing, deck repairs/finishing are all basic upkeep and maintenance required by the homeowner and will not be authorized. Applicant must be the homeowner of the property needing repair and residing in the home. Repairs must be completed by professionals with a valid Ohio Vendor's License. PEST REMOVAL SERVICES *Treatment, relocation, and education due to infestation of pest(s) including but not limited to bed bugs, fleas, rodents, roaches.	Home repairs not to exceed \$6000 in rolling 24-month period. Pest removal services not to exceed \$1500 in a 12-month period.	200% FPL or determined eligible for OWF, SNAP or a Medicaid program with income limit of 200% FPL or lower. Applicant must be the homeowner of the property needing repair and residing in the home. Repairs must be completed by professionals with a valid Ohio Vendor's License. Must provide 2 current estimates dated within the last 30 days for the needed service for home repairs and pest removal services.	Employed, Underemployed or Unemployed individuals residing in a TANF household. Specified relative w/minor child(ren) and/or unemancipated children. Legal custodian/guardian w/minor child(ren) Non-custodial parent with current child support obligation being met through a CSEA or in the Seek Work Program. These Contingency Services meet the first two purposes of TANF: 1. To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
SHELTER EXPENSES Housing expenses: payment of delinquent monthly rent or mortgage. *Delinquent mortgage payment defined as payment not made by the due date in the billing statement. We cannot pay for dwellings that have been declared as uninhabitable. Security deposit for new secured housing, and/or first month's rent may be made for the following: *Homeless applicants	\$5000 cap for housing expenses within a 24-month period, not to exceed 3 consecutive months per episode of need. This program is limited to the availability of funds and to those due under the terms of the contract with United	200% FPL or determined eligible for OWF, SNAP or a Medicaid program with income limit of 200% FPL or lower. Applicants must complete the PRC-01 Shelter Application through UCAN. Persons enrolled in a program with a contract provider must complete provider's	Employed, Underemployed or Unemployed individuals residing in a TANF household, but must have sustainable income to meet ongoing needs. Specified relative w/minor child(ren) and/or unemancipated children. Legal custodian/guardian w/minor child(ren)

*Applicants who are residing in a domestic violence shelter *Applicants who have a court-ordered eviction or three (3) day eviction notice *Applicants not less than thirty (30) days delinquent on rent *PRC will not pay for damage or repayment for damage to dwelling *Applicants whose residence is uninhabitable due to natural, chemical or any other type of condition as declared by a city, county, township, or state agency. *Applicants whose residence is unsafe due to criminal activity. *Applicants seeking residence to reduce household expenses (expenses > income). The amount is limited to 3 months total (any combination of security deposit and rent)	Way of Lorain County.	requirements prior to payment approval Verification of circumstance (within the last three (3) months) is required. Copy of all pages of signed lease and last 12 months' payment history required for all delinquent rent requests.	Non-custodial parent with current child support obligation being met through a CSEA or in the Seek Work Program. These Contingency Services meet the first two purposes of TANF: 2. To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives. To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.
Shelter Expenses *Lorain County Property taxes – Delinquent taxes calculated as a prorated monthly amount for a period not exceeding four months. Must be able to get property taxes current with payment to be eligible.	\$5000 cap for delinquent property taxes, once in a 24-month period.	200% FPL or determined eligible for OWF, SNAP or a Medicaid program with income limit of 200% FPL or lower. Applicants must complete the PRC-01 application and provide documentation of the delinquent taxes owed. Home must be owned by a member of the PRC assistance group for delinquent property taxes. Verification of circumstance (within the last three (3) months) is required.	Employed, Underemployed or Unemployed individuals residing in a TANF household. Specified relative w/minor child(ren) and/or unemancipated children. Legal custodian/guardian w/minor child(ren) Non-custodial parent with current child support obligation being met through a CSEA or in the Seek Work Program. These Contingency Services meet the first two purposes of TANF: 1. To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
TEMPORARY INCAPACITATION SUPPORT	\$5000 cap for housing expenses within a 24-	200% FPL or determined eligible for OWF, SNAP or a	Previously self-sufficient parents, specified relatives, or legal guardians

Short-term crisis needs such as maternity leave and medical emergency situations (for the applicant, spouse or a minor child) resulting in unexpected time off work without interim assistance including but not limited to disability, sick pay benefits, or worker's compensation. Allowable expenses include rent, mortgage or utility assistance. Applicants will be encouraged, if not already in receipt, to apply for all other programs that may assist such as OWF, SNAP, and Medicaid to manage the crisis.	month period, not to exceed 3 consecutive months per episode of need for delinquent or future payments. This program is limited to the availability of funds and to those due under the terms of the contract with United Way of Lorain County.	Medicaid program with income limit of 200% FPL or lower. Employment prior to the crisis must have been at least 20 hours, unaveraged, per week for a single parent household or at least 32 hours, unaveraged, per week for one parent, in a two-parent household to qualify.	that with a minor child in the home that are temporarily incapacitated. These Contingency Services meet the first purpose of TANF: 1. To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
Utility service thirty (30) days delinquent or prevent shut off or restore service or transfer service to applicant to secure new housing or regain PIPP eligibility Limited to heating expense, electric, water and sewer utility bills *Sanitation and applicable fees may be paid when included with water and/or sewer bills and are not billed separately Only utilities from the current residence can be considered for payment, unless transferring service with delinquent balance no more than 3 months. Utility bill must be in the name of a household member	\$2500 cap for utility expenses within a 24-month period, not to exceed 3 consecutive months per episode of need. This program is limited to the availability of funds and to those due under the terms of the contract with United Way.	200% FPL or determined eligible for OWF, SNAP or a Medicaid program with income limit of 200% FPL or lower. Applicants must complete the PRC-01 Shelter Application through UCAN. Persons enrolled in a program with a contract provider must complete provider's requirements prior to payment approval. Verification of circumstances within the past three (3) months is required. 12-month billing history may be needed to determine how many months the household is behind.	Employed, Underemployed or Unemployed individuals residing in a TANF household, but must have sustainable income to meet ongoing needs. Specified relative w/minor child(ren) and/or unemancipated children. Legal custodian/guardian w/minor child(ren) Non-custodial parent with current child support obligation being met through a CSEA or in the Seek Work Program. These Contingency Services meet the first purpose of TANF: 1. To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
EMPLOYMENT RELATED EXPENSES	Payment for actual need up to \$3000 for	200% FPL 200% FPL or determined eligible for OWF,	Employed or self-employed individuals

VEHICLE REPAIRS PRC funds will be used to provide vehicle repairs for the vehicles of Lorain County families so that the vehicle will be safe and operational. - Reasonable cost of parts and labor to repair vehicles for clients that have been employed or self-employed for the most recent 30 days, individuals who are required and currently participating in a work activity through the OWF/JOBS or SNAP Employment and Training program OR non-custodial parents who are currently participating in court ordered Seek Work. Services are to be provided at an agency approved vendor. *The intent of the program is to assist low-income families with unexpected vehicle repair expenses, not regular maintenance. Services that would be considered “regular maintenance” (such as oil changes, wind shield wipers, light bulbs, etc.) will not be covered unless required as the result of another necessary repair. Necessary repairs are those needed to ensure the vehicle becomes safe and operational. AUTO INSURANCE - Liability Insurance for up to 4 months of coverage OTHER RELATED EXPENSES Expenses for tools/equipment/supplies not provided by employer. Expenses reimbursed to employer.	auto repair(s) and/or auto insurance combined in a 12-month period. If more than one vehicle is owned/registered in the household and one is operable with only one individual employed, we cannot repair the other non-working vehicle. Service cap for Other Related Expenses for actual amount up to \$750 in a 12-month period.	SNAP or a Medicaid program with income limit of 200% FPL or lower. Verification the applicant has been employed for at least 30 days prior to the date of application. Proof of current ownership/registration of the vehicle at the time of application. Must have owned vehicle for a minimum of 90 days. Proof of current driver’s license and auto insurance. Must provide 2 current estimates dated within the last 30 days for the needed service.	Specified relative w/minor child(ren) and/or unemancipated children Legal custodian/guardian w/minor child(ren) Non-custodial parent with current child support obligation being met through a CSEA or in the Seek Work Program. The TANF Vehicle Repair Program meets the first two purposes of TANF: To provide assistance to needy families so that the children may be cared for in their own homes or the homes of relatives.
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Job support uniforms, shoes/boots, safety items. Cleaning products for clothing and tools. Automobile license and/or license plate fees Driver's license fees (new or expired, does not include reinstatement) State ID fees Birth Certificate fees Testing fees Background check fees		For background checks and drug testing, there must be an offer for employment, the employer requires it of all their applicants, and the applicant is responsible for paying for it.	
EMPLOYMENT INCENTIVE PROGRAM Application for the program must be received within 90 days of employment begin date. Program participation is limited to once per participant. Participants are required to attend progress monitoring sessions in person or virtual for each payment period to verify employment status and to discuss barriers, needs, and goals. Participating individuals must complete financial literacy education class within 90 days of application approval, submit a household budget to the Employment Services Counselor and update their household budget every three months after initial submission while participating in the employment incentive program. Program participation will be terminated if the participant leaves employment without good cause, gap of employment for more than 30 days, failure to attend monthly check-ins, progress monitoring sessions, financial literacy education class, or provide household or upon the fourth and final incentive payment. Program will run 7/1/2025 through 6/30/2027	Monetary incentive payments are for compliance with the program and will be paid at the following intervals after program approval: After continuous employment of 30 days \$250, after 90 days \$500, after 180 days \$750, and \$1000 after 12 months of continuous employment. All payments depend upon availability of funding.	200% FPL Applicant must be able to verify continuous employment working a minimum of 32 hours per week. Must be resident of Lorain County. As defined in the PRC plan except resource limit will be excluded from determining EIP eligibility. EIP is open to non-TANF eligible participants through GRF if funding is available. Self-employed individuals are not eligible for EIP. Approved applications under EIP are not to be counted as services which would otherwise cause the applicant to be ineligible for further services through the regular PRC plan.	Currently enrolled or stopped participating within the last 90 days in the OWF, SNAP, or Medicaid program. Specified relative w/minor child(ren) and/or unemancipated children. Legal custodian/guardian w/minor child(ren) Non-custodial parent with current child support obligation being met through a CSEA or in the Seek Work Program. The EIP meets TANF purpose 2: 1. To end the dependence of needy parents on governmental benefits by promoting job preparation, work, and marriage.

G.E.D INCENTIVE \$500 incentive payment upon completion of G.E.D. Must apply within 90 days of receiving valid certificate.	One-time payment of \$500 for each eligible applicant. G.E.D. Incentives are limited to the availability of funds and not included in the Cap.	200% FPL Families with minor child(ren), pregnant women, or non-custodial parents.	Employed individuals residing in a TANF household. The TANF G.E.D. Incentive Program meets the second purpose of TANF: 1. To end the dependence of needy parents on governmental benefits by promoting job preparation, work, and marriage.
SCHOOL FEES & DRIVER'S EDUCATION CLASSES Payment of school fees or driver's education classes made directly from LCDJFS to the school on behalf of eligible recipients. **(Student cannot receive educational credit for driver's education paid by TANF funds).	This program is limited to the availability of funds and not included in the Cap. Excludes payment for Pay-for-Performance Activities.	TANF eligible youth up to 200% FPL	Children residing in TANF eligible households. The TANF School Fees Program meets the first three purposes of TANF: 1. To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives. 2. To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage. 3. To prevent and reduce the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidence of these pregnancies.
EMERGENCY SHELTER Reimbursement for shelter nights provided by Subgrantee:	The compensation for services provided by the vendor will be limited to those due	TANF eligible up to 200% FPL Eligible participants to be	Domestic violence victims and their families. Families with minor children or pregnant women in need of shelter due to homeless situations.

Lorain County Safe Harbor effective October 1, 2025, through September 30, 2026. Lorain County Neighborhood Alliance effective October 1, 2025, through September 30, 2026.	under the terms of the contract.	deemed by Subgrantee.	TANF Purpose: 1. To provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives.
CASE MANAGEMENT SERVICES Social workers help with both families and students in the form of food, cloths, housing, gas, electric, money and even vehicles. They also provide counseling services on-demand if a student needs that support. The social workers also run focused counseling groups for students in the areas of grief, LGBTQ+, at-risk attendance, and at-risk academics. Reimbursement for Social Workers assigned to the Educational Service Center of Lorain County effective October 1, 2025, through September 30, 2026.	The compensation for services provided by the vendor will be limited to those due under the terms of the contract.	TANF eligible up to 200% FPL Eligible participants to be deemed by Subgrantee.	Children at risk of failure in school, and their families. TANF Purpose: 1. To provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives. 2. To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.
KINSHIP CAREGIVER PROGRAM Benefits and services for stabilization and/or caregiving services for the care of a minor child in the home of a specified relative. Stabilization services shall be designed to transition the child into and maintain the child in the home of the kinship caregiver. Clothing Items (including coats, hats, boots, shoes, car seats, diapers and formula, beds including mattress/cribs, bedding, highchairs, and school supplies). Home safety items and baby proofing items which are not permanently attached to real property may be purchased (fire extinguishers, smoke alarms, door alarms and locks, baby gates, electric outlet plugs and cabinet door latches).	This program is limited to the availability of funds. Services received under the Kinship Caregiver Program are not subject to the local Lorain County PRC hard services cap. Payment for childcare services must not exceed the maximum established for the Early Care and Education Services. Payment will be permitted for licensed providers only and	200% FPL For stabilization services, the assistance group shall include only a minor child(ren) residing with a kinship caregiver. Childcare can be provided to a minor child who is under the age of 18 or 18 years of age and in secondary school. Kinship caregiver is defined in ORC 5107.02 Services agreed to in MOU between JFS and PCSA. PRC 1500 application will be	Minor child as defined in 45 CFR 260.30. The Kinship Caregiver Program meets the first TANF purpose: 1. To provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives.

Kinship Caregiver Program services for stabilization are limited to four (4) months.	will be made directly to the provider. Clothing and Household items not to exceed \$1000.	utilized for this program.	
CASE MANAGEMENT AND TUTORING Lorain County Children and Families First Council's advocates for families by establishing and maintaining systems of service that nurture, enrich, and encourage collaboration between individuals and organizations to promote the well-being of children and families in Lorain County. Effective August 1, 2025, through September 30, 2026.	The compensation for services provided by the vendor will be limited to those due under the terms of the contract.	TANF eligible up to 200% FPL Applicants must complete the PRC-01 Self-Attestation Case Management and Tutoring Application. Eligible participants to be deemed by Subgrantee.	Youth ages 6-18 residing in a TANF household. TANF Purpose: 1. To provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives. 2. To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.
PLAN OF SAFE CARE (POSC) Collaboration by Lorain County Public Health Department, Lorain County Children Services, Lorain County Children and Family Council, and LCDJFS for the purpose of mitigating negative outcomes of children born to mothers that are struggling with addiction by using intersystem partnerships to strengthen resources and maximize funding. A POSC is an individualized plan to help families keep their children safely at home. It involves creating a list of helpful resources for a pregnant person, both during pregnancy and after giving birth. The POSC team will explore creative solutions for Basic needs (safe housing, food, utilities, transportation, medical care and coverage, mental health and substance use treatment); Family needs (pediatric care, diapers, cribs, car seat, breastfeeding support, formula, childcare plan); Delivery plan and Support after delivery. Effective August 1, 2025, through September 30, 2026.	The compensation for services provided by the vendor will be limited to those due under the terms of the contract.	TANF eligible up to 200% FPL Eligible participants to be deemed by Subgrantee.	Children born to mother with addiction and/or current pregnant mothers. TANF Purpose: 1. To provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives. 2. To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.

LCDJFS MENTORING AND TUTORING LCDJFS recognizes the importance of education in preparing individuals for workplace opportunity and self-sufficiency. The program's goal is to increase academic achievement for the student and to include the family in the learning process. Tutoring will focus on math, reading comprehension, vocabulary, and other educational needs, based on the student's individual need. Mentoring will include attempts to involve parents in their child's education. Parents will be helped to understand and implement different strategies in helping their children with homework and prioritizing learning in their home. The services will be provided by Big Brothers Big Sisters of Lorain County, Boys & Girls Clubs of Northeast Ohio, Horizon Education Center, and Tower Educational Consulting. The program will run 10/1/2025 through 9/30/2026.	This program is limited to the availability of funds.	TANF eligible up to 200% FPL, including OWF and SNAP recipients. Income from specified relatives, kinship caretakers, legal guardians and custodians will be excluded from the household total income for purposes of determining eligibility for the PRC Mentoring and Tutoring Program. Applicants must complete the PRC-01 Self-Attested Mentoring and Tutoring Application. Eligible participants to be deemed by Subgrantee.	Youth ages 6-18 residing in a TANF household. The Mentoring and Tutoring Program meets the first two purposes of TANF: 1. To provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives. 2. To end the dependence of needy parents on governmental benefits by promoting job preparation, work, and marriage.
LCDJFS TANF SCHOOL CLOTHING, SHOE, AND JACKET PROGRAM Allowable clothing purchases made based on specific needs of the eligible child, maximizing family choice. Contracted vendors for this program are El Centro de Servicios Sociales, Inc, Horizon Education Centers of North Olmsted and Tower Educational Group, Inc. The program will run from 7/1/2025 through 12/31/2025.	The compensation for services provided by the vendor will be limited to those due under the terms of the contract.	TANF eligible households up to 200% FPL Eligible participants to be determined by Subgrantee using PRC-01 self-declaration application.	Low-income school children. TANF Purpose: 1. To provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives.