



Applications

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Georgia

Applications

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Filing and Processing Applications

All persons have a right to file an application for cash assistance.

Follows old AFDC application policy

The same application for cash assistance is used throughout the state.

The statewide application is a joint application for:

Food Stamps
Medicaid

State policy sets standards of timeliness for processing applications:

Applications must be acted upon within 45 days.

The agency is required to issue a written decision on applications.

Pre-Application Requirements

The state does not impose requirements that must be met before a family can submit an application for cash assistance.

Pending Application Requirements

The state imposes pending application requirements that a family must meet while its cash assistance application is pending. Failure to meet these requirements results in denial of the application.

The pending application requirements are:

- Sign personal responsibility contract
- Attend orientation session
- Complete an assessment
- Conduct job search
- Agree to cooperate with child support enforcement
- Cooperate with child support activity:
 - Attend orientation, at county discretion; conduct job search if deemed job ready

No applicants are exempt from pending application requirements.

Personal Responsibility Contracts

Applicants and/or recipients are required to sign a personal responsibility contract.

Applicants must sign a personal responsibility contract:
While the application is pending

The personal responsibility contract is:

- A standard form listing obligations
- The product of individualized assessment or worker discretion

The following people must sign the contract:

- Head of household
- Both parents in "two-parent" families
- Minor parent who is not head of household
- Non-parent caretaker not receiving assistance
- Non-custodial non-supporting minor parent

The following applicants and recipients are exempt from developing and signing a contract:

- No exemptions specified

The following obligations can be included in the contract:

- Agreement to participate in work activities
- Child school attendance requirements
- Participation in life skills or parenting classes
- Drug or alcohol provisions
- Attend parent/teacher conferences; attend family planning counseling; participate in mental health counseling; participate in rehabilitation services; and comply with child welfare case plan

The contract does not include a state or county agreement to provide services.

The sanction for refusing to sign a contract is:

Denial of application or termination of grant

The sanction lasts until compliance.

Employability Plans

Applicants must sign an employability plan, i.e. a plan that covers only work requirements, as follows:

The applicant must sign the employability plan while the application is pending or after eligibility is determined, depending on whether TANF and Employment Services are one worker or different workers.

An individual develops an employability plan with:

TANF eligibility worker at the TANF office
Another worker at the TANF office

The following people must sign an employability plan:

Head of household
Both parents in "two-parent" families
Minor parent who is not head of household
Non-custodial non-supporting minor parent

The following applicants and recipients are exempt from developing and/or signing an employability plan:

Individual with a child under age 12 months

Employability plans include a state or county agreement to provide services, and the services are listed.

A sanction is imposed if an applicant or recipient refuses to sign an employability plan. The sanction for refusing to sign the plan is:

Denial of application or termination of grant

The sanction lasts until compliance.

Formal Diversion Programs

The state does not operate a formal cash diversion program.

Emergency Assistance

The state does not have an emergency assistance program.

Note: Information on exemptions from work requirements and sanctions for noncompliance with work requirements will be available in the Work and Sanction Provisions sections later this year.