



Applications

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Hawaii

Applications

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Filing and Processing Applications

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

Right provided for in regulation

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

The statewide application is a joint application for:

- Food Stamps
- Emergency Assistance
- State "general assistance"

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
- Complete an assessment
- Agree to cooperate with child support enforcement
- Cooperate with child support activity

No applicants are exempt from pending application requirements.

Personal Responsibility Contracts

Applicants and recipients are not required to sign a personal responsibility contract.

Employability Plans

Applicants must sign an employability plan, i.e. a plan that covers only work requirements for the individual, after eligibility is determined.

An individual develops an employability plan with:

- A worker at an office separate from the TANF office:
- "First to Work" worker

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

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

- Individual exempt from work requirements

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 is the same as the sanction for non-compliance with work requirements.

Formal Diversion Programs

The state does not operate a formal cash diversion program.

Emergency Assistance

The state provides emergency assistance to families that are receiving TANF cash assistance as follows:

- Prevent utility shutoff or restore service
- Emergency housing assistance
- Replacement or repair of household appliances; emergency needs resulting from specific natural disasters

The state provides emergency assistance to families that are eligible for but not receiving TANF cash assistance as follows:

- Prevent utility shutoff or restore service
- Emergency housing assistance

The state does not provide emergency assistance to families that are not eligible for TANF cash assistance.

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.