



# Applications

## Formal Diversion Programs

## Emergency Assistance

### Idaho

#### Applications

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**Filing and Processing Applications**  
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#### **Filing and Processing Applications**

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

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

The statewide application is a joint application for:

- Food Stamps
- Medicaid
- Child care
- Emergency Assistance
- Aged, Blind, or Disabled program

State policy sets standards of timeliness for processing applications:

Applications must be acted upon within 30 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
- Conduct job search
- 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/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:

- The product of individualized assessment or worker discretion

The contract identifies specific employment activities.

The following people must sign the contract:

- Head of household
- Both parents in "two-parent" families

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
- Participation in specific work activities
- Child school attendance requirements
- Immunization or preventative health requirements
- Cooperation with child support enforcement
- Participation in life skills or parenting classes
- Drug or alcohol provisions
- Teen parent living arrangement
- Agreement to reach self-sufficiency within a set period of time

The contract includes a state or county agreement to provide services, and lists the 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 and recipients are not required to sign an employability plan, i.e. a plan that covers only work requirements.

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## **Formal Diversion Programs**

The state operates a formal diversion program.

Current cash assistance recipients may participate in the cash diversion program, as follows:

If needed to maintain or obtain employment

The maximum cash payment is three months' worth of benefits.

The size of a diversion payment is calculated on a case-by-case basis up to the maximum.

The income and asset limits used to determine diversion program eligibility are the same as those applied to applicants for ongoing cash assistance.

Eligibility for a cash diversion payment is decided based upon:

Objective written criteria

A family that receives a diversion payment:

Is ineligible for ongoing cash assistance for a period equal to two times the number of full and partial months for which the diversion payment is made. Permanently ineligible for another diversion payment.

A diversion payment uses up two times the number of full or partial months of time limited assistance as the number of months for which payment is made.

When a family receives a diversion payment, its child support rights are not assigned to the state.

Families that receive diversion payments are eligible to receive:

Child care services

## Emergency Assistance

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

- Eviction prevention
- Short-term rental assistance
- Prevent utility shutoff or restore service
- Emergency housing assistance
- Temporary shelter for homeless families

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

- Eviction prevention
- Short-term rental assistance
- Prevent utility shutoff or restore service
- Emergency housing assistance
- Temporary shelter for homeless families

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

- Eviction prevention
- Short-term rental assistance
- Prevent utility shutoff or restore service
- Emergency housing assistance
- Temporary shelter for homeless families

*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.*