



Applications

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Illinois

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
Medicaid
General Assistance in the City of Chicago

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:

- Complete an assessment
- Conduct job search
- Begin work activity participation
- Agree to cooperate with child support enforcement
- Agree to cooperate with assessment and work requirements

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:

Non-parent caretaker not receiving assistance

The following obligations can be included in the contract:

- Agreement to participate in work activities
- Participation in specific work activities
- Child school attendance requirements
- Minor parent 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
- The contract includes a state or county agreement to provide services, and lists the services.

A sanction is imposed if an applicant or recipient refuses to sign a contract. The sanction is the same as the sanction for non-compliance with work requirements.

Employability Plans

Applicants and recipients are not required to sign an employability plan, i.e. a plan that covers only 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:

- Eviction prevention
- Emergency housing assistance
- Temporary shelter for homeless families
- Clothes, furniture, food, and transportation related to needed medical travel.

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