



Applications

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Minnesota

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 statute

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
- State "general assistance"
- State medical assistance

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 does not impose requirements (other than verification of information concerning eligibility) that a family must meet in order for its cash assistance application to be processed and approved.

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, as follows:

At county option (up to six months after application date)

An individual develops an employability plan with:

Job counselor (may be in same location as TANF worker)

The following people must sign an employability plan:

Non-exempt caregiver and minor head of household

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

- Individual exempt from work requirements
- Individual with a child under age 12 months
- Individual working more than 35 hours per week
- Infant exemption is total of 12 months over lifetime

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 operates a formal diversion program.

Current cash assistance recipients may not participate in the diversion program.

The maximum cash payment is four 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 eligibility criteria for the diversion program differ from those applied to applicants for ongoing cash assistance as follows:

- Income can be up to 140 percent of FPL..

- Asset limit is at county discretion.

A family that receives a diversion payment is ineligible for another diversion payment for 36 months.

A family that receives a diversion payment: Is ineligible for ongoing cash assistance for up to four months, based on amount of diversion payment received in relation to monthly benefit amount

A diversion payment does not count as using up any months of time-limited assistance.

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:

 - If basic sliding fee dollars are available

- Employment services:

 - To the extent otherwise eligible

- Education and training services:

 - To the extent otherwise eligible

Emergency Assistance

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

- Eviction prevention
- Prevent utility shutoff or restore service
- Emergency housing assistance
- Temporary shelter for homeless families
- Mortgage and contract for deed arrearages; moving expenses; home repairs; utility costs; and special diets

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

- Eviction prevention
- Prevent utility shutoff or restore service
- Emergency housing assistance
- Temporary shelter for homeless families
- Mortgage and contract for deed arrearages; moving expenses; home repairs; utility costs; and special diets

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

- Eviction prevention
- Prevent utility shutoff or restore service
- Emergency housing assistance
- Temporary shelter for homeless families
- Mortgage and contract for deed arrearages; moving expenses; home repairs; utility costs; and special diets

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.