



# Applications

## Formal Diversion Programs

## Emergency Assistance

### South Dakota

#### Applications

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**Filing and Processing Applications**  
**Pre-Application Requirements**  
**Pending Application Requirements**  
**Personal Responsibility Contracts**  
**Employability Plans**

#### **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

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 imposes pre-application requirements which must be met before a family can submit an application for cash assistance.

The pre-application requirements are:

Sign personal responsibility contract  
Agree to cooperate with child support enforcement

The following applicants are exempt from pre-application requirements:

Individuals who are exempt from work requirements

### **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/or recipients are required to sign a personal responsibility contract.

Applicants must sign a personal responsibility contract:  
Prior to filing an application

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  
Individual age 16 or 17 who is not a parent and not in school

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

Individual exempt from work requirements

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  
Participation in life skills or parenting classes  
Drug or alcohol provisions  
Personal therapy

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 must sign an employability plan, i.e. a plan that covers only work requirements, prior to filing an application or while the application is pending.

An individual develops an employability plan with:

An employment specialist with Department of Labor (in the 58 counties) or an employment specialist with Department of Social Services (four reservations)

The following people must sign an employability plan:

Head of household  
Both parents in "two-parent" families  
Dependent child age 16 or 17 who is not a parent and not in school

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.

50 percent reduction of grant

The sanction lasts until compliance.

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## 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 two 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.

A family that receives a diversion payment is ineligible for ongoing cash assistance for three months.

A family can receive cash assistance during the period of ineligibility under the following circumstances:

If family repays a pro-rated amount

If a family receives cash assistance during the period of ineligibility, the diversion cash payment is recouped as follows:

Family must repay a pro-rated 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 assigned to the state.

Families that receive diversion payments are eligible to receive:

Child care services

Employment services

## **Emergency Assistance**

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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.*