



Applications

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Utah

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
- 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/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:

A standard form listing obligations

The following people must sign the contract:

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 signing a contract:

Non-parent caretaker not receiving assistance
SSI parent

The following obligations can be included in the contract:

Agreement to participate in work activities
Cooperation with child support enforcement

The contract includes a state or county agreement to provide services, but the services are not listed.

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 for the individual, while the application is pending.

An individual develops an employability plan with:

TANF eligibility worker at the TANF office
Another worker at the TANF office

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:

- Non-parent caretaker not receiving assistance
- Parent receiving SSI
- Undocumented alien not in U.S. legally to work

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 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:

- Negotiation between parent and employment counselor based on set guidelines of whom may be appropriate

A family that receives a diversion payment:

- Is ineligible for ongoing cash assistance for up to three months, based on amount of diversion payment received in relation to monthly benefit amount

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

- A family can receive ongoing cash assistance within three months of receiving a diversion payment only if it received less than the maximum diversion payment, i.e., less than three times the maximum benefit.

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

- If a family reapplies during three month "diversion" period, one-third of the diversion payment will count in each month to determine if additional financial assistance can be provided.

A diversion payment counts as one month of time-limited assistance for each month's worth of benefits included in the payment.

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
 - Case management services
 - Employment services
 - Education and training services
- Diversion recipients are eligible for the same level of service that they would have received from ongoing cash assistance.

The estimated scale of the diversion program in terms of the proportion of TANF applicants receiving diversion payments is:
20 percent of all eligible applicants each month

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
- Work-related items such as tools or uniforms

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
- Work-related items such as tools or uniforms

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

- Work-related items such as tools or uniforms

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.