

EES Policy No. 20-03-03	RE: TANF Provisions for COVID-19 Pandemic Related Needs
Policy Memo	Contact Persons: Carla Whiteside-Hicks
From: Sandra Kimmons	KEESM Reference: 1300, 2100, 2200, 3100
Date: March 23, 2020	
Primary DCF Areas Affected: TANF	Where Posted on Web: http://content.dcf.ks.gov/ees/KEESM/ Policy_Memo/policy_memo_list.htm

Due to the spread of the coronavirus (COVID-19), temporary policy changes intended to ease access to needed benefits are effective immediately through June 30, 2020.

TANF Eligibility

The following eligibility determining factors will not be required prior to issuance of benefits.

- Acknowledgement of TANF Drug Testing Policy (ES-3100DT)
- Self-Assessment Form (E-6)
- Important Information About Cooperation with Work Program – Temporary Assistance for Needy Families (TANF) (ES-3102)
- Online Work Program Orientation
- Verification of Unemployment Compensation application
 - Continue to provide clients with instructions for applying online and by phone, but do not pend the TANF application for verification.
- Verification of TANF months in other states
 - Continue to request verification from other states, but do not pend the TANF application for verification.

TANF Reviews

TANF cases will not auto close for failure to return March reviews for April benefits. An automated KEES process will roll the March benefit allotment to April. Reviews for May benefits will not be mailed.

TANF Case Closures

Staff will only close a TANF case if the client requests such action, all eligible children are out of the home and not expected to return within 180 days, or lifetime TANF months (including months received in other states) reaches 36.

Examples of situations in which TANF will not close include the following.

- Failure to cooperate with Work Program/Employment Services
- Failure to provide requested information
- Failure to cooperate with the drug testing process

TANF Referrals

At eligibility determination, if a TANF client discloses a need for assistance with substance abuse or domestic violence/sexual assault, the eligibility worker will email the request for assistance to Carla.WhiteSideHicks@ks.gov.