

Attachment A
General Instructions:

Each State must provide the information indicated below on its TANF program regardless of the funding source -- i.e., no matter whether the State used segregated Federal TANF funds, segregated State TANF funds, or commingled funds to pay for the benefit or service.

If the State elects to report on other benefits or activities provided through other program funding streams, please mention it after the TANF-funded benefits or activities for each item.

1. The State's definition of each work activity.

Description of North Dakota's work activities: 1. Unsubsidized Employment means full or part-time employment in the public or private sector that is not subsidized by TANF or any other public program. 2. Subsidized Private or Public Sector Employment means employment in the private or public sector for which the employer receives a subsidy from TANF or other public funds to offset some or all of the wages and costs of employing a work eligible individual. 3. On-the-Job Training means training in the public or private sector that is given to a paid employee while he or she is engaged in productive work and that provides knowledge and skills essential to the full and adequate performance of the job. 4. Work Experience means a work activity that provides an individual with an opportunity to acquire the general skills, training, knowledge, and work habits necessary to obtain employment. The purpose of work experience is to improve the employability of those who cannot find unsubsidized employment. 5. Job Search and Job Readiness means the act of seeking or obtaining employment, preparation to seek or obtain employment, including life skills training, and substance abuse treatment, mental health treatment, or rehabilitation activities for those who are otherwise employable. 6. Community Service programs are structure programs and embedded activities in which individuals perform work for the direct benefit of the community under the auspices of public or private nonprofit organizations. Community service programs include projects that serve a useful community purpose in fields such as health, social service, environmental protection, education, urban and rural redevelopment, welfare, recreation, public facilities, public safety, and child care. 7. Vocational Education Training means organized educational programs that are directly related to the preparation of individuals for employment in current or emerging occupations requiring training other than a baccalaureate or advanced degree. 8. Job Skills Directly Related to Employment means training or education for job skills required by an employer to provide an individual with the ability to obtain employment or to advance or adapt to the changing demands of the workplace. 9. Education Directly Related to Employment, in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency, means education related to a specific occupation, job, or job offer. 10. Satisfactory Attendance at a Secondary School or in a Course of Study Leading to a High School Diploma or General Equivalency Diploma (GED) means a participant, under age 20 years of age, who is involved in education activities as their sole work activity and is expected to maintain satisfactory attendance at a secondary school or its equivalent. 11. Providing Child Care Services to Another Participant Engaged in a Community Service Program means providing child care to enable another TANF recipient to participate in Community Service program. Other State Approved Regional/Special Projects -- North Dakota did not have any special projects during FFY 2010.

2. A description of the transitional services provided to families no longer receiving assistance due to employment.

Post-TANF (previously Transitional) Supportive Services may be provided to assist former TANF recipients to succeed in the workforce and thus avoid the need to receive further TANF benefits. There are two supportive services that may be provide to former TANF recipients for up to six months after case closure: Post-TANF transportation assistance and discretionary supportive services.

3. A description of how a State will reduce the amount of assistance payable to a family when an individual refuses to engage in work without good cause pursuant to 45 CFR 261.14 of this chapter.

When a work eligible individual fails to show 'good cause' for failure or refusal to participate, a sanction is imposed. When an individual is sanctioned for non-cooperation with JOBS or Tribal NEW, the sanctioned individual's financial needs are removed from the household's TANF benefit for one month. This is referred to as the Sanction Penalty Month. Once a sanction is imposed, the sanctioned individual must serve the one-month penalty. If a sanctioned individual fails to cure a sanction in the sanction penalty month, by completing a Proof of Performance (POP), the entire case will close at the end of the sanction penalty month. If a sanction progresses to case closure, the sanctioned individual and their family will be ineligible for TANF in the month following the sanction penalty month. The consequences of a TANF sanction are the same regardless of how many times an individual may have been previously sanctioned. Once a JOBS or Tribal NEW sanction takes effect, it will remain in effect until: 1. It is cured, as required, by the sanctioned individual; 2. The sanctioned individual becomes exempt; or 3. The sanctioned individual is granted 'good cause' from participation in the JOBS or Tribal NEW program. The state will not reduce or terminate assistance if the household demonstrates the inability to obtain child care for one or more of the following reasons: 1. Unavailability of appropriate child care within a reasonable distance from the individual's home or work site; 2. Unavailability or unsuitability of informal child care by a relative or under other arrangements; or 3. Unavailability of appropriate and affordable formal child care arrangements.

4. The average monthly number of payments for child care services made by the State through the use of disregards, by the following types of child care providers:

i. Licensed/regulated in-home child care: 0

ii. Licensed/regulated family child care: 0

iii. Licensed/regulated group home child care: 0

iv. Licensed/regulated center-based child care: 0

v. Legally operating (i.e., no license category available in State or locality) in-home child care provided by a non-relative: 0

vi. Legally operating (i.e., no license category available in State or locality) in-home child care provided by a relative: 0

vii. Legally operating (i.e., no license category available in State or locality) family child care provided by a non-relative: 0

viii. Legally operating (i.e., no license category available in State or locality) family child care provided by a relative: 0

ix. Legally operating (i.e., no license category available in State or locality) group child care provided by a non-relative: 0

x. Legally operating (i.e., no license category available in State or locality) group

child care provided by a relative: 0

xi. Legally operated (i.e., no license category available in State or locality) center-based child care. 0

5. If the State has adopted the Family Violence Option and wants Federal recognition of its good cause domestic violence waivers under 45 CFR 260.50-58, then provide (a) a description of the strategies and procedures in place to ensure that victims of domestic violence receive appropriate alternative services and (b) an aggregate figure for the total number of good cause domestic waivers granted.

North Dakota chose to implement the Family Violence Option of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996. Domestic Violence includes physical harm, bodily injury, sexual activity compelled by physical force, assault, or the infliction of fear of imminent physical harm, bodily injury, sexual activity compelled by physical force or assault, not committed in self-defense, on the complaining family or household members. The domestic violence screening component is included in the initial interview by the eligibility worker and through the employment assessment completed by the JOBS employment contractors. The purpose of the screening tool is to identify victims of domestic violence, referrals to appropriate services for victims of domestic violence, and provisions to exempt victims of domestic violence from work participation requirements and the 60-month lifetime limit for TANF benefits. The exemptions are based on incapacity along with other conditions that may likewise exempt clients from participation requirements for a period of time. Victims of domestic violence may be excused from work participation requirements if it is determined that involvement in the JOBS or Tribal NEW program is likely to place the individual and their family at risk for further domestic violence. Victims of domestic violence may also receive assistance past the 60-month limit on TANF participation based on approval from the State Exemption Determination Team. The consideration is based on identification of domestic violence, evidence that it is interfering with daily living, and participation in counseling or support services to address the problem. The purpose of the exemption is to allow the individual time to address issues related to domestic violence. The long-range goal is to address these issues and get past them to a point where the client can reach self-sufficiency.

6. A description of any nonrecurrent, short-term benefits (as defined in 45 CFR 260.31(b)(1)) provided, including:

i. The eligibility criteria associated with such benefits, including any restrictions on the amount, duration, or frequency of payments;

ii. Any policies that limit such payments to families that are eligible for TANF assistance or that have the effect of delaying or suspending a family's eligibility for assistance;

iii. Any procedures or activities developed under the TANF program to ensure that individuals diverted from assistance receive information about, referrals to, or access to other program benefits (such as Medicaid and food stamps) that might help them make the transition from welfare to work.

Diversion provides short-term help to families to assist them in becoming or remaining self-sufficient. Diversion provides a cash benefit to qualified families for up to four months within a twelve-month period. Diversion was implemented to provide short-term emergency benefits and services to families during a 'specific crisis' or 'episode of need'. In turn, these individuals may not require TANF Assistance. These benefits and services: 1. Are designed to deal with a 'specific crisis situation' or 'episode of need'; 2. Are not intended to meet recurrent or

ongoing needs; and 3. Will not extend beyond four months in a 12-month period. Diversion is provided to qualified families for the duration of the 'specific crisis' or 'episode of need' up to four months within a twelve-month period. Recipients receive a booklet that includes information on Child Care Assistance Program, Supplemental Nutrition Assistance Program (SNAP), Health Steps (CHIP) and Medicaid Programs. County eligibility workers have been trained to provide clients with information on all services that may be available to applicants.

7. A description of the grievance procedures the State has established and is maintaining to resolve displacement complaints, pursuant to section 407(f)(3) of the Social Security Act. This description must include the name of the State agency with the lead responsibility for administering this provision and explanations of how the State has notified the public about these procedures and how an individual can register a complaint.

As a result of the American Recovery and Reinvestment Act of 2009, during FFY 2010, North Dakota was able to place TANF individuals in subsidized private and public sector employment. Subsidized private or public sector employment or work experience placements were NOT allowed if: 1. There was a work reduction resulting in a layoff in a similar or equivalent job; or 2. An employee was terminated in order to create a vacancy for a subsidized worker. North Dakota Department of Human Services contracts with Community Options Inc., Job Service North Dakota, and Tribal Employment and Training for the administration of the Job Opportunity and Basic Skills (JOBS) program. These three contractors enter into formal agreements with any employer that provides a placement for subsidized employment. The agreement with that employer states there can be no displacement of a position for the subsidized position. All complaints of violations would be handled through the three employment contractors. The employment contractors require that employers have a complaint or grievance procedure in place. When the employer has no procedure, the employee is required to utilize the employment contractor's appeals procedures. When an employee has a complaint regarding displacement, the employee must utilize the complaint or grievance procedure available and the employment contractors can always be available when they are involved.

8. A summary of State programs and activities directed at the third and fourth statutory purposes of TANF (as specified at 45 CFR 260.20(c) and (d) of this chapter).

a. Summarize below, the State programs and activities directed at preventing and reducing the incidence of out-of-wedlock pregnancies and establishing annual numerical goals for preventing and reducing the incidence of these pregnancies (TANF purpose 3):

Out-of-Wedlock Pregnancy Prevention -- TANF benefits cannot be used as a vehicle to allow unwed minor parents to establish their own household. North Dakota requires minor parents to live with their parents or in an approved adult supervised setting in order to receive assistance. Public education is carried out in a variety of ways to inform minors of these provision. TANF Benefit Cap -- TANF Benefits will not be increased because of an increase in household size if the increase was due to the birth of a child who was conceived while the mother or father was receiving TANF benefits in North Dakota. Exceptions to this provision are for children born as a result of rape, incest, or in cases in which the parent is under age 18. Alternative to Abortion -- The 2005 Legislative Assembly directed the Department of Human Services to establish and implement a procedure to facilitate funding to nongovernmental entities that provide alternatives-to-abortion services. The

services must be outcome-based with positive outcome-results...'alternatives-to-abortion services' are those services that promote childbirth instead of abortion by providing information, counseling, and support services that assist pregnant women or women who believe they may be pregnant to choose childbirth and to make informed decisions regarding the choice of adoption or parenting with respect to their children. Services offered include counseling, education and referrals. According to the description of services that each agency provided, counseling is generally providing assistance to the women or couples with decision-making of whether to parent, make an adoption plan or terminate the pregnancy. Education is generally about options available to the mother and couples, such as adoption and parenting. Education may also include pre-natal education, fetal development, making healthy choices during and after pregnancy, and information about childbirth.

b. Summarize below, the State programs and activities directed at encouraging the formation and maintenance of two-parent families (TANF purpose 4):

The fourth statutory purpose of TANF is the Stepparent Consideration policy. In order to encourage marriage among single-parent families and assist those families with the primary individual in a TANF household marries, the income of the stepparent whose needs were not previously included in the TANF benefit will be disregarded in determining the TANF benefit for the first six month following the marriage.

9. An estimate of the total number of individuals who have participated in subsidized employment under §261.30(b) or (c) of this chapter. 0

Attachment B 0
Grantee Information

State NORTH DAKOTA

Fiscal Year 2010

Program Information

Provide the following information for EACH PROGRAM (according to the nature of the benefit or service provided) for which the State claims MOE expenditures. Complete and submit this report in accordance with the attached instructions.

1. Name of Benefit or Service Program:

Temporary Assistance for Needy Families Program

2. Description of the Major Program Benefits, Services, and Activities:

TANF benefits are payments for basic living needs to TANF eligible families. The regular TANF benefit is intended to meet six basic items of need -- Shelter; food; clothing; personal needs such as combs, toothbrushes, razor blades, sanitary supplies, and haircuts; household supplies such as cooking utensils, laundry, bedding, and towels; and fuels and utilities. The benefit is received monthly. Transition Assistance promotes job retention by providing an extended period of cash assistance to qualified TANF households. Transition Assistance is an extension of an ongoing TANF case that fails for excess income. They may receive a TANF monthly benefit and support services for up to six months. Diversion provides short-term help to families who have a 'specific crisis' or 'episode of need' to assist them in becoming or remaining self-sufficient. A qualified family may be eligible for supportive services to meet specific needs such as rent. TANF Kinship Care assistance expands the options for placement of children who are in the care, custody and control of County Social Services or the Executive Director of the Department of Human Services. Qualified families receive a child only benefit and support services for children in their care. Post-TANF (formerly Transitional) supportive service assistance promotes job retention by providing an extended period of assistance to qualified TANF households to further assist working families remain self-sufficient from TANF. Post-TANF transportation assistance and discretionary supportive services may be provided for up to six months after case closure.

3. Purpose(s) of Benefit or Service Program:

The purpose of the North Dakota TANF program is to assist eligible low-income families with their basic living expenses, which may include support services.

4. Program Type. (Check one)

TANF State

5. Description of Work Activities (Complete only if this program is a separate State program):

6. Total State Expenditures for the Program for the Fiscal Year: \$23,509,063

7. Total State MOE Expenditures under the Program for the Fiscal Year: \$9,069,286

8. Total Number of Families Served under the Program with MOE Funds: 2,104

This last figure represents (Check one):

The average monthly total for the fiscal year. The total served over the fiscal year.

9. Financial Eligibility Criteria for Receiving MOE-funded Program Benefits or

Services:

This information is included in the North Dakota State Plan beginning on Page 6, 'Eligibility Requirements'.

10. Prior Program Authorization: Was this program authorized and allowable under prior law? (Check one)

Yes No

11. Total Program Expenditures in FY 1995 (NOTE: Provide only if response on question 10 is No): \$0

Certification
Certify:

This certifies that all families for which the State claims MOE expenditures for the fiscal year meet the State's criteria for "eligible families."

Signature 

Name Brenda A. Peterson

Title Human Service Program Administrator IV

Date Submitted 01/11/2011

Approved OMB No. 0970-0248 Form ACF-204, expires 04/30/2009.

Summary of Clients in Subsidized Employment or OJT for FFY 2010				
MM-YYYY	# of Clients (CO)	# of Clients (JS)	# of Clients (TMET)	Total
10-2009	1	0	2	3
11-2009	0	0	5	5
12-2009	4	1	4	9
01-2010	7	1	4	12
02-2010	9	2	6	17
03-2010	12	10	24	46
04-2010	17	10	25	52
05-2010	18	11	29	58
06-2010	14	16	35	65
07-2010	11	13	36	60
08-2010	11	14	34	59
09-2010	7	14	28	49
Total	111	92	232	435

(4) The average monthly number of payments for child care services made by the State through the use of disregards, by the following types of child care providers:

- i. Licensed/regulating in-home child care: 0**
- ii. Licensed/regulating family child care: 0**
- iii. Licensed/regulating group home child care: 0**
- iv. Licensed/regulating center-based child care: 0**
- v. Legally operating (i.e., no license category available in State or locality) in-home child care provided by a non-relative: 0**
- vi. Legally operating (i.e., no license category available in State or locality) in-home child care provided by a relative: 0**
- vii. Legally operating (i.e., no license category available in State or locality) family child care provided by a non-relative: 0**
- viii. Legally operating (i.e., no license category available in State or locality) family child care provided by a relative: 0**
- ix. Legally operating (i.e., no license category available in State or locality) group child care provided by a non-relative: 0**
- x. Legally operating (i.e., no license category available in State or locality) group child care provided by a relative: 0**
- xi. Legally operated (i.e., no license category available in State or locality) center-based child care. 0**

North Dakota's TANF program allows for a deduction of child care expenses from earned income. This type of child care provider used by recipients who choose to use the disregard is not a reporting requirement therefore, this information is not captured. TANF recipients have the choice of using a deduction of child care expenses when determining the TANF benefit, or receiving assistance under the Child Care Assistance Program. The majority of TANF families receive assistance through the Child Care Assistance Program.