**Section 112.82 Supportive Services**

a) TANF participants who work or who are involved in approved activities are eligible to receive supportive service payments to enable them to work or participate in an approved activity to the extent State resources permit and must receive supportive services if required to participate. Work is defined as employment in a job or self-employment. An approved activity is defined as an activity that leads toward self-sufficiency and is included in the client's Responsibility and Services Plan. The Department is not required to provide supportive services unless the Department requires the individual to work or participate in an approved activity.

b) During the Family Assessment, the supportive services needed by the participant which must be discussed and provided or arranged as needed include at least the following:

1) transportation;

2) child care;

3) job search and work activity allowances;

4) employment/job retention expenses;

5) required books, fees, supplies;

6) required physical examinations and medical services (for example, TB test);

7) eyeglasses and dental procedures; and

8) required background checks.

c) These allowances are exempt from consideration in determining the TANF grant amount.

d) Participation in work or in approved activities shall not be required if supportive services are needed for effective participation but unavailable from the Department or some other reasonably available source. Individuals may be required to make a co-payment for child care.

e) Student financial assistance received under Title IV of the Higher Education Act (20 USC 1070 et seq. and 20 USC 1087uu), including but not limited to Federal Pell Grants, Supplemental Educational Opportunity Grants, Byrd Scholarship Honors Program Grants, State Student Incentive Grants, Federal Stafford Loans, Supplemental Loans for Students, Perkins Loans, Federal Work-Study and PLUS Loans, shall be exempt when determining eligibility or need for supportive services under the TANF program (Sections 112.70 through 112.83), or the amount of such supportive services, except as follows. The Department shall not issue payment for the amount of supportive service needs (other than child care) which the Department is able to conclusively determine have been or will be met from such portion of a student's financial assistance grant as is not disbursed to the student but rather is retained by the educational institution and applied to the cost of a specific educational expense otherwise payable as a supportive service under the TANF program. The exception shall not apply to the student's loan proceeds, which may never be taken into account in determining the need or eligibility of any student for supportive services, or the amount of such supportive services, under the TANF program. Nor shall the exception apply if the educational institution intermingles student grant and loan proceeds and the Department is unable to conclusively determine the portion of solely grant proceeds that is not disbursed to the student but rather is retained by the educational institution and applied to the cost of a specific educational expense otherwise payable as a supportive service under the TANF program.

f) Eligible Services

1) Transportation

A) If requested and required (for example, a participant who does not have an automobile), expenses for transportation shall be provided to enable participants to attend approved activities and appointments and to begin or keep employment.

B) Transportation expenses are to be paid to permit participation in approved activities or to begin or keep employment including travel necessary to locate appropriate child care.

C) Transportation expenses are to be paid to permit the participant to take a State certification examination.

D) Payment for lodging is permitted with Department approval to allow the participant to take a State certification examination. The Department's determination is based on the participant's geographical location, time required for travel, and means of available transportation from the examination site.

E) Payment for transportation is only made for expenses that, with other educational expenses, exceed the amount of the financial aid benefits.

F) A transportation allowance is provided for participants in approved program activities (for example, job clubs and Job Readiness sessions).

i) Public Transportation

 Pay the actual public transportation rate per day or the cost of a monthly pass, whichever is less. This applies to the City of Chicago and communities statewide where public transportation is available.

ii) Private Transportation

 Pay the following monthly rates if the participant must use a privately owned vehicle or pay someone for transportation: $30 – Round trip transportation less than 10 miles per day; $45 – Round trip transportation from 10 to 20 miles per day; and $60 – Round trip transportation over 20 miles per day.

2) Child Care

A) If requested and required (for example, when school is not in session), expenses for child care services shall be provided to enable participants to attend approved activities and related appointments.

B) Child care expenses may be paid to enable participants to start or maintain employment.

C) The Department shall allow payment of an amount not to exceed the maximum rates per child as established by the Department.

3) Job Search and Work Activity Allowances

A) An allowance of $20 a month is to be paid to individuals participating in the Job Search Activity to assist in the payment of Job Search-related expenses or to individuals to assist in the payment of Job Search-related expenses if Job Search activities are part of another TANF activity.

B) An allowance of $20 a month is to be paid to individuals to assist in the payment of work expenses related to participation in community service, work experience, or the Work First Activity.

4) Mandatory Fees

 Mandatory fees, including application, registration, activities, laboratory, graduation and testing fees, are provided to participants enrolled in approved education or training programs (see Section 112.78) when the mandatory fees are not covered by financial aid benefits. A maximum payment of $300 per 12 month period shall be provided. No payments are allowed for tuition.

5) Books and Supplies

 Payment is allowed for books, supplies and equipment purchased in accordance with the educational or training facility's published list of required items for the particular program in which a participant is enrolled. A maximum payment of $300 per 12 month period can be provided for expenses not covered by financial aid benefits.

6) Required Physical Examinations and Medical Services

 Payment is permitted for participants to obtain required physical examinations and medical services (for example, TB test) if the costs are not otherwise provided by sources such as the employer or the training program.

7) Payment is permitted for:

A) special clothing, e.g., uniforms, hard hats, outsize clothing, etc. (maximum $600 in any 12-month period);

B) required tools which are not provided by the employer (maximum $600 in any 12-month period);

C) repairs on an automobile (maximum $900 in any 12-month period). The following requirements are to be met before a request for payment for repair of an automobile is approved: The client has no other available and suitable form of transportation to and from work or the approved activity. The client is unable to report to work or the approved activity unless the automobile is repaired. The client has a valid driver's license and has provided evidence of insurability. The automobile, when repaired, will be suitable for the purpose intended and no other obvious mechanical deficiency has been observed. The title and license of the automobile must be in the name of the client (or the client's spouse if the spouse lives in the home);

D) auto license plate fees;

E) auto liability insurance at the cheapest rate but not to exceed $225 for three months coverage, whichever is less costly (can be issued three times in any 12-month period);

F) other required items related to a specific job or approved activity (maximum $900 in any 12-month period);

G) items or services purchased that will assist the individual in meeting Illinois Department of Children and Family Services' child care licensing requirements (maximum $900 in any 12-month period). Items and services may include but are not limited to the purchase of fire extinguishers, smoke alarms, first aid kits and installation of a telephone;

H) security deposit for the driver of a carpool vehicle to transport a group of workers to a worksite; and

I) expenses appropriate for the self-employment of the individual or expenses for other micro enterprise start ups likely to generate income.

8) Eyeglasses and Dental Procedures

 Payment is allowed with Department approval for eyeglasses and dental procedures such as partial plates for participants with noticeably missing/malformed teeth or other dental procedures needed to meet the objectives of the participant's Responsibility and Services Plan and alleviate barriers to employment.

9) Background Checks

 Payment of fees for conviction background investigations is allowed when employers require a background check of their regular employees for the same type of job or work experience that is completed by the TANF participant. Criminal history record conviction information is obtainable by the public pursuant to the Uniform Conviction Information Act [20 ILCS 2635] and the Health Care Worker Background Check Act [225 ILCS 46].

10) Payment shall not be authorized to purchase firearms, pay bail bonds or traffic tickets.

11) Ancillary Supportive Services

A) In addition to supportive service payments, as specified in subsection (b) of this Section, participants are eligible to receive the following ancillary supportive services:

i) vocational rehabilitation;

ii) emergency intervention services;

iii) substance abuse or domestic or sexual violence programs;

iv) life skills training activities;

v) family planning/sex education;

vi) parenting skills; and

vii) family counseling.

B) Child care and transportation at the Department's established rates may be provided to enable TANF participants to receive ancillary supportive services.

C) If emergency intervention services are needed, TANF staff will refer the participant to the appropriate Local Office for application under the Crisis Assistance Program (see 89 Ill. Adm. Code 116). The need for supportive services shall be discussed with the participant when a review of the participant's Responsibility and Services Plan is made.

(Source: Amended at 34 Ill. Reg. 10085, effective July 1, 2010)