

**County of Orange Social Services Agency
Family Self-Sufficiency**

Program/Area: CalWORKs/Welfare-To-Work
Title: Tribal Temporary Assistance for Needy Families
Number: 100-I5 **Status:** Signature on file
Effective Date: 12/20/2017 **Revision Date:** 1/3/2023
Approved

PURPOSE The purpose of this policy is to provide guidance to staff regarding Tribal Temporary Assistance for Needy Families (TANF) programs within Orange County.

BACKGROUND The California Department of Social Services (CDSS) has approved two organizations to administer TANF assistance and services to eligible members of the SCTCA who reside in the off-reservation areas of Orange County, California:

- The Pechanga Band of Luiseño Mission Indians (PBLMI) to serve eligible members of the PBLMI
- The Southern California Tribal Chairmen's Association (SCTCA) to serve eligible members of other tribes, except members of the PBLMI

POLICY **What Is Tribal TANF?**
The federal government grants authority to federally recognized Native American tribes to administer their own TANF program. Tribal TANF provides cash assistance in lieu of CalWORKs (CW) assistance for eligible tribal member applicants and recipients. Tribal TANF administrators structure their program activities according to the needs and heritage of their tribes to preserve, strengthen, and protect Native American communities and cultures. They also define the service area, service population, benefits, services, eligibility criteria, and work activities. CW recipients who are eligible to Tribal TANF may choose to discontinue their CW benefits and services at any time to receive Tribal TANF benefits and services.

PBLMI/SCTCA and County of Orange are mandated to work collaboratively to prevent duplication of aid or services.

Note: CW and Tribal TANF Assistance Units are not to be combined when there is one caretaker relative in the home receiving/requesting aid for themselves and their children and is a caretaker relative to a child(ren) receiving/requesting Tribal TANF. Months an individual received Tribal TANF benefits count toward the TANF and CalWORKs 60-month time limit.

The Tribal TANF program does not serve child-only cases once the parent/caretaker relative(s) have exhausted their 60-month TANF time limit.

Categorically Eligible for CalFresh and Medi-Cal

Programs: If everyone in the household is getting cash public assistance — e.g., CalWORKs, Tribal TANF or General Relief (GR) — the household is categorically eligible (CE) and automatically qualified for CalFresh benefits. Some CalFresh rules still apply to recipients who are categorically eligible.

CalFresh (CF): If all household members receive cash aid through Tribal TANF, the household is considered a Public Assistance household for CF benefits. Tribal TANF is considered public assistance and cases discontinued from Tribal TANF are eligible for five (5) months of Transitional CalFresh (TCF) benefits if TCF eligibility requirements are met.

Note: Discontinued CW cases due to a request to receive Tribal TANF **are not** eligible for Transitional CalFresh.

Medi-Cal: The Tribal TANF cash aid should be treated the same as CW cash aid in determining Medi-Cal categorical eligibility.

Supportive Services: The Tribal TANF program will pay for child care and transportation services for eligible recipients. If child care is **not paid** by Tribal TANF, the individual will be evaluated as a former CW recipient, provided the individual received CW in the previous 24 months.

Child care: Stage 1 child care is to be discontinued when the recipient receives child care through Tribal TANF. The CW worker will discontinue/deny the child care with timely and adequate Notice of Action (NOA) to avoid duplication of services.

TRIBAL TANF SERVICES/BENEFITS

In addition to Tribal TANF cash assistance, the Tribal TANF program can provide its recipients with a wide variety of supportive services. Services may include, but is not limited to:

- Community economic and job development
- Domestic violence services
- Culturally relevant support services
- Child care and transportation
- Teen pregnancy, education, and juvenile justice services
- Medical and non-medical substance abuse services
- Mental health services
- Child welfare services

ORANGE COUNTY TRIBAL TANF LIAISON ROLE AND RESPONSIBILITIES

The Tribal TANF liaison for Orange County (OC) is responsible for the following tasks:

- Within five (5) business days from the date of request by the PBLMI/SCTCA Tribal TANF staff, the liaison will provide the following, which includes but is not limited to:

- Current CW eligibility status (CW case number, client's Social Security Number, household members, sanctions/penalties information, fraudulent situations, any discrepancies, and CW worker information),
 - TANF time limits (including TANF months used and exemptions),
 - Ongoing supportive services
 - Ongoing Child Support
- Receive reverse referrals from PBLMI/SCTCA Tribal TANF staff and forward to the appropriate CW regional office
 - Transfer CW cases when a client requests PBLMI/SCTCA Tribal TANF assistance
 - Facilitate communication between CW and PBLMI/SCTCA Tribal TANF staff
 - Process monthly client lists provided by PBLMI/SCTCA Tribal TANF staff
 - Monitor and update the self-identified tribe member log as needed

TRIBAL TANF INFORMING NOTICE

All new CalWORKs applicants and recipients, even if no Tribal affiliation is indicated, must receive the [Important Information For Native American Indians \(F063-30-433\)](#) with their SAWS 1- Application for Cash Aid. This form is included in the [WT 47- CalWORKs/CalFresh Referral and Application Packet Referral Packet](#).

- If individual completed the [F063-30-433](#) and self-identified that they and/or another family member is a member of a Native American Indian tribe and want to apply for Tribal TANF. The region will notify the Tribal TANF Liaison via email with the CalWORKs case number and the information (tribe name)
 - OC **must** complete CW eligibility determination for the family, **prior** to transferring a case to the PBLMI/SCTCA Tribal TANF. The CW approval ensures the applicant's needs are met by CW during the transfer process. CF and Medi-Cal are to be processed along with CW application. Follow the instructions in the [Transferring CW Recipients to Tribal TANF](#) section to initiate the transfer process
 - To refer a denied CW application to the PBLMI/SCTCA Tribal TANF, follow the instructions in the Transferring CW Recipients to Tribal TANF section to initiate the transfer process
- If individual indicated on the [F063-30-433](#) that they do not wish to receive Tribal TANF, process CW application according to the current procedures

Note: The [F063-30-433](#) will be imaged along with the SAWS 1.

The OC Tribal TANF liaison will review, print imaged documents, and fax the referral and the attached documents to the PBLMI/SCTCA Tribal TANF designee.

**TRANSFERRING/
CW RECIPIENTS
TO TRIBAL TANF**

To transfer the CW recipient to PBLMI/SCTCA Tribal TANF, the CW worker will:

- Initiate a transfer request for an active CW case by completing the F063-30-959 form
- Complete TANF time limit information
- Email the referral with all applicable documents attached (if available), and the [F063-30-433](#) to the Tribal TANF liaison

The Tribal TANF Liaison will review the referral, available documents, and email the referral and documents to the PBLMI/SCTCA Tribal TANF designee.

After receiving confirmation from the PBLMI/SCTCA staff that the **Tribal TANF has been approved**, including the beginning date of aid, the Tribal TANF Liaison will notify the CW worker via email with a copy to the worker's supervisor.

Upon receipt of the notification from the Tribal TANF Liaison, the CW worker will take the following actions:

- Discontinue the CW program (County initiated action), ensuring there is no break in aid, and issue an adequate NOA – Request for discontinuance of benefits
- Follow the current procedures to transfer out CalFresh and Medi-Cal
- Notify Welfare-to-Work (WTW) Case Manager (CM) of the CW discontinuance (if applicable)
- Discontinue supportive services and send the appropriate discontinuance NOA

Note: CW cannot be discontinued until the Tribal TANF has been approved. If CW application is denied **and** the applicant self-identified that they and/or another family member is a member of a Native American Indian tribe and want to apply for Tribal TANF, OC must transfer the case to the PBLMI/SCTCA Tribal TANF.

CM will take appropriate action to discontinue the WTW program for individuals who are transferring to Tribal TANF program, following below guidelines regarding monthly contact:

- For **not met** cases, CMs will be required to complete all monthly contact and document outcome in case record

- For **met** cases, monthly contact is not required. CMs will continue to document in case record

**WTW
SANCTIONED**

A WTW sanction will not transfer between CW and Tribal TANF programs. Requirements for imposing a WTW sanctions do not apply to the Tribal TANF program. Tribal TANF programs are not required to continue CalWORKs sanctions or participate in recouping CalWORKs overpayments.

When individuals return to CalWORKs from Tribal TANF, pre-existing WTW sanction will continue until individuals successfully cured their WTW sanctions. Refer to [Policy 240 – Noncompliance Process](#) for requirements to stop/cure a WTW sanction.

Note: If the individual receives cash aid from the Tribal TANF program, they will not be subject to WTW requirements and will not be counted in the State or County work participation rate.

**REVERSE
REFERRAL/
REFERRAL FROM
TRIBAL TANF to
CalWORKs**

A reverse referral occurs when:

- Tribal TANF recipient requests that Tribal TANF cash aid be discontinued to receive CalWORKs cash aid
- Tribal TANF recipient exhausts the 60-month TANF time limit

The Tribal TANF program coordinator/staff will refer TANF timed-out individuals and/or Tribal TANF cash aid discontinuances (due to request to receive CW cash aid) to the Orange County Social Services Agency (OC SSA) utilizing the [Referral to Orange County – Tribal TANF Discontinuance of Services](#) (F063-30-958), completing all applicable fields and TANF time limit information, and emailing the referral to the OC Tribal TANF liaison.

The OC Tribal TANF liaison will forward the [F063-30-958](#) along with all attached documents as follows:

- Active CW case, forward to assigned worker
- No active CW case, forward to DET Hub for clearance and assignment. The application date will be the date of the referral

The assigned CW worker will:

- Review the referral, information provided, and attached documents
- Schedule CW intake appointment
- Determine CW, CalFresh, and Medi-Cal eligibility
- Add the number of TANF months individual received Tribal TANF to the TANF time clock and ensure that TRAC is properly updated

Note: Any month in which an individual has lived in an Indian Reservation, as defined by federal law or an Alaskan native village and at least 50 percent of the adults living in the Reservation or in the village are not

employed, both CalWORKs and TANF 60-month time limits **will not be counted**.

- Refer TANF timed-out adults to Medi-Cal, as appropriate, according to the current procedures

References

MPP 64-301.7, 42-302.1, 42-302.21(i), 63-504.13
ACIN I-54-02, ACIN I-05-04, ACIN I-01-07, and ACL 10-41

Attachments

[F063-30-433 - Important Information for Native American Indians](#)
[F063-30-959 - Referral to Tribal TANF](#)
[F063-30-958 - Referral to Orange County SSA - Tribal TANF](#)

OCSSSA