



U.S. Department of Health and Human Services
ADMINISTRATION FOR
CHILDREN & FAMILIES



Welcome to the Office of Family Assistance (OFA) Regions VI and VIII *TANF Data and Reporting Analysis Webinar*

Thursday, June 27, 2013

**Please dial the telephone number provided
in the Join Teleconference dialog box and
the enter access code and your unique
Attendee ID when prompted.**

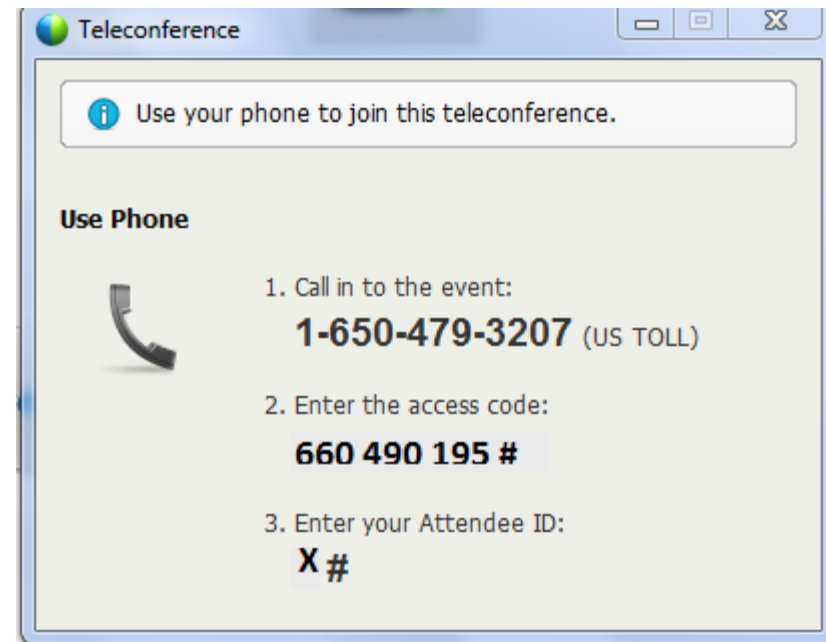


Important Dial In Instructions

- During today's Webinar, you will have an opportunity to ask live questions over the phone. To ask a question you **must** have a phone icon next to your name

Example:  **Jennifer**

- If you do not have a phone icon next to your name, please hang up and dial back in. Please make sure to enter the Attendee ID slowly followed by the # sign. Please see in the example box to the right where to locate your attendee ID.
- **Note:** There is a unique number for each attendee.



Q&A Information



- There will be several Live Q&A sessions throughout the Webinar.
- To ask a verbal question during each Live Q&A session, you must be in split screen mode. Click on the participants' panel and make sure there is a phone icon next to your name. Then click on the **raise hand** icon at the bottom of the participants' panel. We will unmute your line so you can ask your question. Once you have asked your question, please put your hand down to help us with tracking the queue.
- In addition, you may ask an online question anytime throughout the presentation by simply clicking on the question mark icon located on the floating tool bar on your screen. Please submit the question to All Panelists.
- We will address as many questions as time permits.

Temporary Assistance for Needy Families

Overview of TANF Data Reporting
and Related Topics



What This Presentation covers

- TANF Data Reporting Requirements
- TANF Sampling
- Work Participation Rates
- WPR and TL Data Files Sent to States
- State Questions



Statutory & Regulatory Basis

- Social Security Act as amended by:
 - Section 411 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996
 - Deficit Reduction Act of 2005
- 45 CFR 260-265



Data Reporting Requirements


- States must collect on a monthly basis and report on a quarterly basis disaggregated and aggregate data on families receiving TANF and SSP-MOE assistance and families no longer receiving TANF and SSP-MOE assistance.
- The quarterly TANF and SSP-MOE Data Reports must be “complete and accurate” and are due 45 days after the close of the quarter.
- States have the option of submitting the TDR and/or SDR for the entire caseload or for a sample of cases
- States must file the quarterly TDR and SDR electronically

Data Reporting Penalty

- If a State fails to submit “complete and accurate” data for the TDR and/or SDRT within 45 days after the close of the quarter, the State may be subject to a data reporting penalty of up to 4% of the SFAG.
- If “complete and accurate” data for the quarterly TDR and SDR is submitted by the end of the quarter immediately succeeding the quarter for which the data is being reported, any penalty imposed will be automatically revoked.



TANF Data Report

- Section one: Disaggregated Data on Families and Individuals Receiving Assistance under the TANF program
 - Section two: Disaggregated Data on Families and Individuals No Longer Receiving Assistance under the TANF Program
 - Section three: Aggregated Data on Families Applying for, Receiving, and No Longer Receiving Assistance under the TANF Program
 - Section four: Number of TANF Families by Strata
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Definitions

- Complete and Accurate Data
- Assistance
- Family
- Two-Parent Families (for calculating WPR)
- Adult / Minor Child
- Noncustodial Parent
- Work-Eligible Individual



Documentation Provided to States

- **TDR&SDR_2009_Rev.20100726.DOC**
- **WPRPGM_2009.DOC**
- **Files and Formats_2009.DOC**
- **WPR Error Flags Edits_2009.DOC**
- **TLPGM.DOC**
- **TANF Sampling Manual**
- **Sample_Monthly_WPR_2007.xls**



Any Questions?



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TANF Sampling

- Sampling Plans
 - Criteria for Plan Approval
 - Annual Sample sizes
 - Precision
 - Monthly Sample Frame
 - Sample Methodology
 - Treatment of Special Cases
 - Other Requirements
- 

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WPR DEFINITIONS

- Annual All Families work Participation Rate
- Monthly All Families Work Participation Rate
- Annual Two-Parent Work Participation Rate
- Monthly Two-Parent Work Participation Rate



DISREGARDS

All Families Rate

- Single custodial parent with a child under one year of age
- A family that is participating in a Tribal Work Program

- Two-Parent Families Rate

- A two-parent family participating in a Tribal work Program
- A two-parent family that includes a disabled parent



COUNTABLE WORK ACTIVITIES

- Unsubsidized employment;
- Subsidized private sector employment;
- Subsidized public sector employment;
- Work experience;
- On-the-job training (OJT);
- Job search and job readiness assistance;
- Community service programs;
- Vocational educational training



COUNTABLE WORK ACTIVITIES (continued)

- Job skills training directly related to employment;
- 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;
- Satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, if a recipient has not completed secondary school or received such a certificate; and
- Providing child care services to an individual who is participating in a community service program




REQUIRED HOURS OF WORK

- All Family Rate:
 - A Work-eligible individual must be “engaged in work” for an average of 30 hours per week, of which 20 hours per week must be from core work activities
 - core work activities are TDR - Section One data elements #50 - #57 and #61



REQUIRED HOURS OF WORK (continued)

- if two-parent family does not receive federally-funded child care, the sum of the hours for the two parents must be engaged in work for at least 35 hours per week, of which 30 are from core work activities
 - if two-parent family receives federally-funded child care and is caring for a severely disabled child, the two parents must be engaged in work for at least 35 hours per week, of which 30 are from core work activities
 - if two-parent family receives federally-funded child care and is not caring for a severely disabled child, the two parents must be engaged in work for at least 55 hours per week, of which 50 are from core work activities
- 

DEEMED ENAGED IN WORK

- A family with a WEI, who is single teen head-of-household or married teen may be deemed engaged in work in a month if (s)he:
 - maintains satisfactory attendance at a secondary school or the equivalent during the month or
 - participates in education directly related to employment for an average of at least 20 hours per week during the month.



DEEMED ENAGED IN WORK (continued)

- A single custodial parent or caretaker relative who is a WEI with a child under age six will count as engaged in work if (s)he participates for at least an average of 20 hours per week



LIMITATIONS: VOCATIONAL EDUCATION

- Vocational Educational Training: a life-time limit of 12 months



LIMITATIONS: JOB SEARCH

- 6 weeks in any fiscal year
- not more than 4 consecutive weeks
- If State's unemployment 50% greater than U.S. unemployment rate for fiscal year or the State is a "needy" State, then up to 12 weeks in the fiscal year
- count 3 or 4 days as a full week only once for an individual



Six Weeks Job Search Conversion to Hours

- 20 work requirement has 120 hours
- 30 work requirement has 180 hours
- Any 12 month period, beginning Oct. 2008
- Not more than 4 consecutive weeks
- Change in Hourly Work Requirement
- Vocational Education: life-time limit 12 months



Excused Absences Converted to Hours

- Ten days equates to 80 hours in any 12-month period
- Not more than 2 days (i.e., 16 hours may be used in any month)
- Hours of excused absences must be associated with scheduled unpaid work activities

Holidays

- Specify up to ten Holidays in WVP
- Report only scheduled hours in unpaid work activities

Deemed Core Hours

- if a WEI participates in work experience or a community service program for the maximum number of hours per week permitted under the FLSA but falls short of the “core” hours requirement, we will “deem” the individual to have participated in the remaining core hours needed.
- Limited to states that combine their TANF and Food Stamps benefit amount when calculating maximum hours (adopting the mini Simplified Food Stamp Program).

THIRTY PERCENT LIMIT

- Not more than 30 percent of families with individuals engaged in work in a month may be included in the numerator because the individuals are:
 - (1) participating in vocational educational training; or
 - (2) beginning in fiscal year 2000 and thereafter, deemed to be engaged in work by participating in work activities (10) education directly related to employment and (11) satisfactory school attendance



Change in Circumstance

- Partial Month of Assistance
- WEI for Partial Month



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Monthly WPR and TL Files Sent to States

- CMBF08_NUMDEN.TXT
- F08_THIST.TXT
- TANF08_DP#.TXT
- TANF08_EA#.TXT
- TANF08_EF#.TXT
- TANF08_HL#.TXT
- TANF08_HR#.TXT
- TANF08_STB.TXT

WPR and TL Files (continued)

- TANF08_ZP#.TXT
- WPRF08_RTE.TXT
- TLIM08_CM#.TXT
- TLIM08_EF#.TXT
- TLIM08_STB.TXT



Error Flags

- All Family
- Two Parent Families
- Time Limit



Summary Notes

- It is important to have “complete and accurate” data for the TDR and SDR.
- States receive monthly feedback on WPR and TL provisions. Pay attention to cases coded in error and make corrections on a monthly basis.
- Have Questions? Be proactive in asking for help. Send emails or call. And follow up if not answered in a timely manner.

Overview of TANF Data Reporting

THE END



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Thank You!

- Thank you for joining the first Webinar in the OFA Regions VI and VIII TANF Data Webinar Series!
- More information on future Webinars in the series will be provided in the coming weeks.
- Please take the time to fill out the **Webinar evaluation** that will pop-up on your screen as the Webinar concludes.