



# East Coast TANF Directors Meeting

# TANF Data and Reporting

*Tuesday, July 16, 2024*

*3:00 – 4:15 PM EDT*



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**  
Office of Family Assistance



# East Coast TANF Directors Meeting

## Presenters



**Kim Judy**

Program and Grants  
Specialist



**Caroline Arias**

Program Support Specialist



**Lauren Frohlich**

Deputy Director, TANF Data  
Division



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# East Coast TANF Directors Meeting

## Agenda

- Fiscal Responsibility Act (FRA)  
Work Outcomes Measures
- Revised TANF Data Report  
Instructions (ACF-199/ACF-209)
- TANF Data Portal (TDP)
- Coming Soon
- Q&A





## East Coast TANF Directors Meeting

# Fiscal Responsibility Act (FRA) Work Outcomes Measures

- Definitions
- Reports
- Timelines





## East Coast TANF Directors Meeting

# TANF Work Outcomes Measures IFR

- Internal Final Rule (IFR) was published on June 28, 2024
- The first two comment periods (60- and 30-day, sequential) meet the Paperwork Reduction Act (PRA) requirement and lead to OMB approval of the new report forms.
- The third (180-day, concurrent) applies to the whole of the IFR. We will modify the IFR and publish a Final Rule if warranted by public comments.

<https://www.federalregister.gov/documents/2024/06/28/2024-13865/temporary-assistance-for-needy-families-work-outcomes-measures>



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## East Coast TANF Directors Meeting

# TANF Work Outcomes Measures

- Employment Rate – 2nd Quarter After Exit
- Employment Retention Rate – 4th Quarter After Exit
- Median Earnings – 2nd Quarter After Exit
- Secondary School Diploma or its Recognized Equivalent (Secondary School Attainment)





## East Coast TANF Directors Meeting

# TANF Work Outcomes Definitions

- **Exit** is the date that a family with a work-eligible individual ceases to receive assistance from the TANF program. The last day of assistance cannot be determined until 90 days have elapsed since the participant last received assistance.
- **Unsubsidized employment** is full- or part-time employment in the private or public sector after exiting the TANF program.
- A **Secondary school diploma** is a “regular high school diploma” as that term is defined in 21 U.S.C. 7801(43), the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA).
  - And a **recognized equivalent** is a certification recognized by a state that signifies that a student has completed the state’s requirements for a high school education.



# Work Outcomes Reports & Measures

	(FRA Section 304) Indicators of performance			
<b>(Interim Final Rule) Reports</b>	<b>(A) Employment Rate - 2nd Quarter After Exit</b>	<b>(B) Employment Retention Rate - 4th Quarter After Exit</b>	<b>(C) Median Earnings - 2nd Quarter After Exit</b>	<b>(D) High school attainment or its equivalent</b>
Work Outcomes of TANF Exiters (Quarterly)	Mandatory	Mandatory	Mandatory	
Secondary School Diploma or its Recognized Equivalent Attainment (Annual)				Mandatory
Supplemental Work Outcomes (Annual)	Optional	Optional	Optional	



# Fiscal Year 2025 Report Periods Due Dates

Work Outcomes of TANF Exiters (Quarterly)		
FY 2025 Quarter	Exiters during Quarterly Reporting Period	Due Date
FY Q1	October 1, 2024 - December 31, 2024	May 15
FY Q2	January 1, 2025 - March 31, 2025	August 14
FY Q3	April 1, 2025 - June 30, 2025	November 14
FY Q4	July 1, 2025 - September 30, 2025	February 14

Secondary School Attainment & Supplemental Work Outcomes (Annual)		
Fiscal Year	Annual Reporting Period	Due Date
FY 2025	October 1, 2024 - September 30, 2025	November 14, 2027
FY 2026	October 1, 2025 - September 30, 2026	November 14, 2028



## East Coast TANF Directors Meeting

# Work Outcomes of TANF Exiters Report

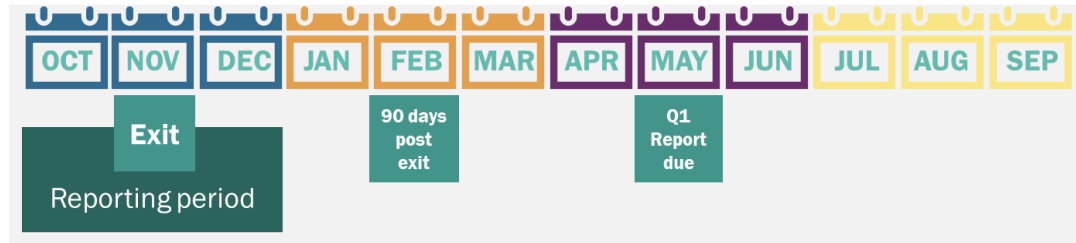
- Quarterly report
- Mandatory
- Applies to the first three measures
- Consists of the Social Security numbers (SSNs) of all work-eligible individuals who exit TANF in a given quarter
- We will match the SSNs with quarterly wage records in the National Directory of New Hires (NDNH) to obtain records from two quarters after the individual's exit through four quarters after the individual's exit and calculate the measures on behalf of states.



# Work Outcomes of TANF Exiters Report: Quarterly Report Due Dates

Fiscal Year/Quarter	Quarterly Reporting Period	Due Date
FY Q1	October-December	May 15
FY Q2	January-March	August 14
FY Q3	April-June	November 14
FY Q4	July-September	February 14

## EXAMPLE:



Individual Exits	90-day confirmation	Reporting Period	Report Due Date
November 12, 2024	February 10, 2025	October-December 2024 (Q1)	May 15, 2025
July 20, 2025	October 18, 2025	July-September 2025 (Q4)	February 14, 2026



## East Coast TANF Directors Meeting

# Secondary School Diploma or its Recognized Equivalent Attainment Rate

- Annual report; will be on a significant lag, when data is available
- Mandatory
- States calculate the rate using our methodology and their own data
- The rate measures the secondary school educational credentials that program participants have earned.





## East Coast TANF Directors Meeting

# Secondary School Attainment Measure: Eligibility

An individual is **eligible** for the measure in a given federal fiscal year if, in at least one reporting month, they simultaneously meet all of the following criteria:

- Less than 24 years of age,
- Enrolled in a secondary school or recognized equivalent program,
- Work-eligible individual, as defined in 45 CFR Part 261.2(n)





## East Coast TANF Directors Meeting

# Secondary School Attainment Measure: Methodology

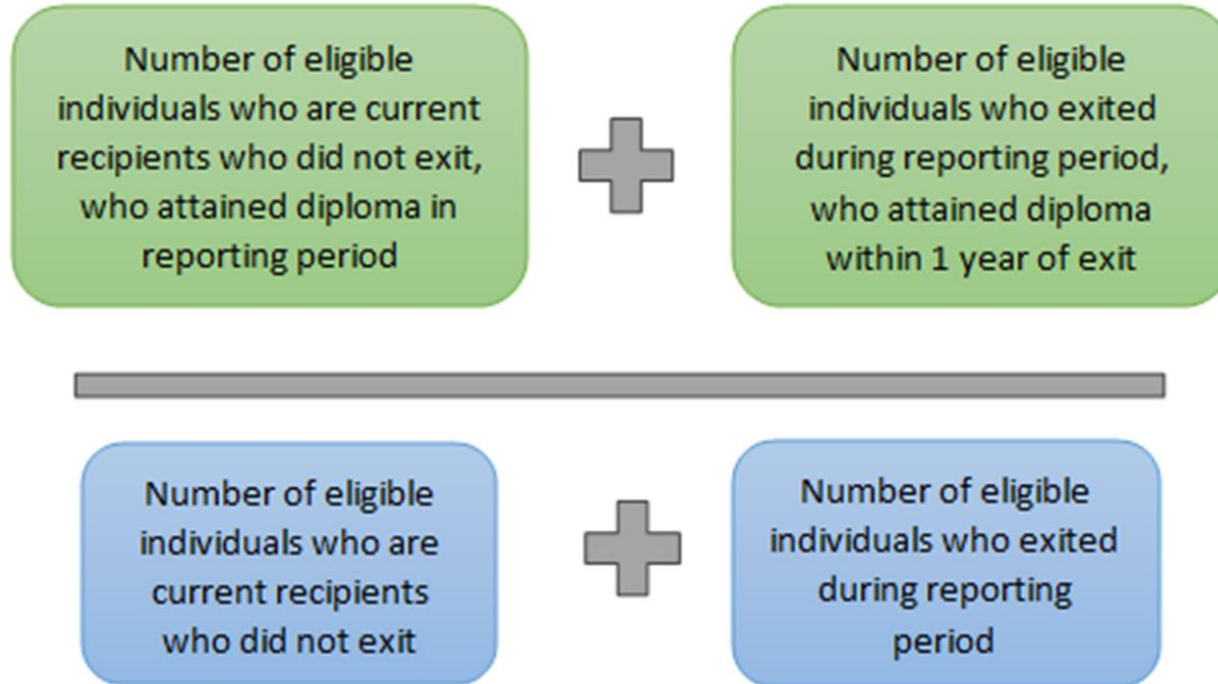
**Denominator:** Individuals are included in the denominator for a given federal fiscal year if they meet the definition of eligibility.

**Numerator:** Individuals in the denominator are included in the numerator for a given federal fiscal year if:

- They attain a secondary school diploma or its recognized equivalent while receiving TANF assistance in a year they met the criteria for eligibility, **OR**
- They exit TANF in a federal fiscal year in which they were eligible and they attain a secondary school diploma or its recognized equivalent within 1 year of their exit.



# Secondary School Attainment Measure: Calculation



# Secondary School Diploma Attainment Rate Annual Report Due Dates

EXAMPLES:

Eligibility Period/Reporting Period		Attainment	Secondary School Attainment data available (estimate)	Report due following November
1.	FY 2025	FY 2026	FY 2027	November 14, 2027
2.	FY 2025	FY 2025	FY 2026	November 14, 2027

Annual Reporting Period	Due Date
FY 2025, October 1, 2024 – September 30, 2025	November 14, 2027
FY 2026, October 1, 2025 – September 30, 2026	November 14, 2028



# Secondary School Diploma Attainment Rate Annual Report Due Dates - Who's Included

Annual Reporting Period	Includes	Due Date
FY 2025 October 1, 2024 – September 30, 2025	<b>Denominator:</b> <u>Current Recipients</u> – Number of eligible individuals, current recipients who did not exit in FY <u>Exiters</u> – Number of eligible individuals who exited in FY	November 14, 2027
FY 2026 October 1, 2025 – September 30, 2026	<b>Numerator:</b> <u>Current Recipients</u> – Number of eligible individuals, current recipients who did not exit in FY, who attained diploma during FY <u>Exiters</u> – Number of eligible individuals who exited in FY, who attained diploma within 1 year of exit	November 14, 2028



## East Coast TANF Directors Meeting

# Supplemental Work Outcomes Report

- Annual report; will be on a lag
- Optional
- States calculate the first three measures using ACF methodology but their data
- Universal-level data



# Supplemental Work Outcomes Report Annual Report Due Dates

**EXAMPLE:**

Exit Quarter/Reporting Period	FY 2025, Q4 (time of exit) <i>July-September 2025</i>
2 <sup>nd</sup> Quarter After Exit	FY 2026, Q2
4 <sup>th</sup> Quarter After Exit	FY 2026, Q4
Employment & Earnings data available	FY 2027, Q3
Report Due following November	November 14, 2027

Annual Reporting Period	Due Date
FY 2025, October 1, 2024 – September 30, 2025	November 14, 2027
FY 2026, October 1, 2025 – September 30, 2026	November 14, 2028

# Supplemental Work Outcomes Report Annual Report Due Dates - Who's Included

Annual Reporting Period	Includes	Due Date
FY 2025 October 1, 2024 – September 30, 2025	<b>Denominator</b> All work-eligible individuals who exited in FY	November 14, 2027
FY 2026 October 1, 2025 – September 30, 2026	<b>Numerator</b> Eligible individuals included in the denominator and who are employed two-quarters and/or four-quarters after their exit	November 14, 2028

# Report Forms

The TANF Work Outcomes Measures [interim final rule](#) includes three new reporting requirements:

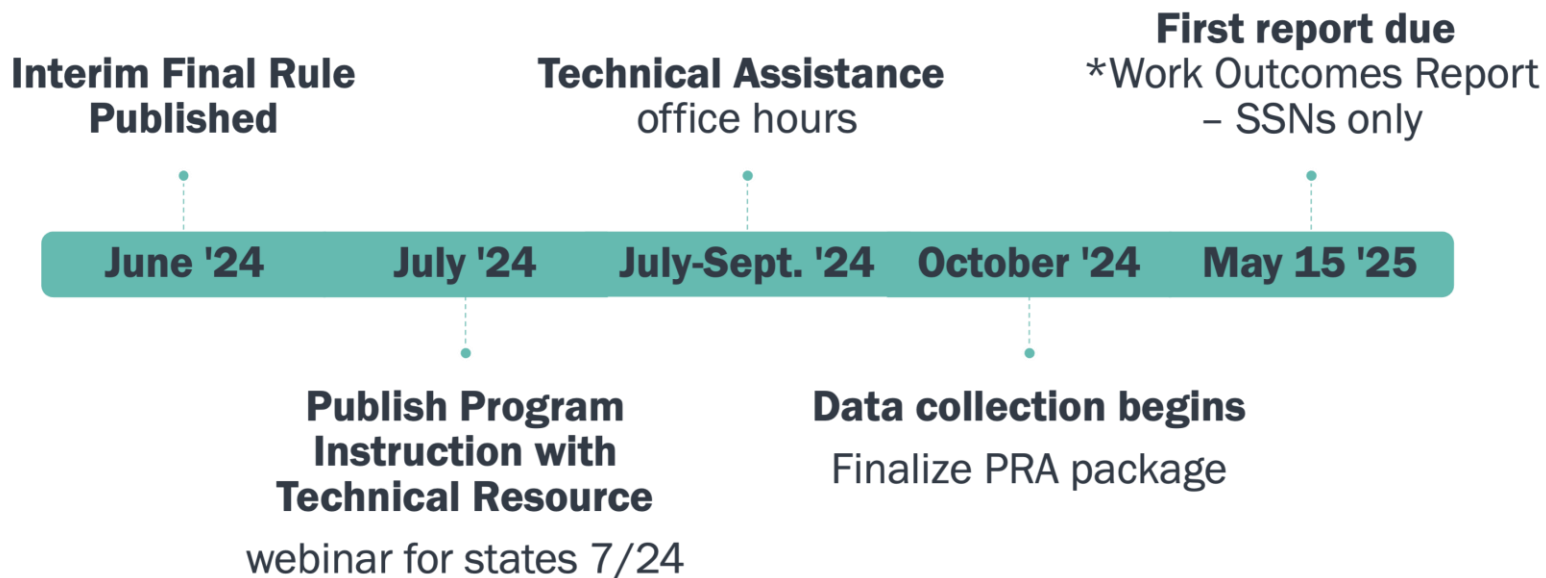
- Work Outcomes of TANF Exiters Report
- Secondary School Diploma or its Recognized Equivalent Attainment Rate
- Supplemental Work Outcomes Report

OFA is hosting the report forms and instructions as DRAFTS on our FRA page. In compliance with the requirements of Section 3506(c)(2)(A) of the Paperwork Reduction Act, ACF is soliciting public comments on these new collections, including but not limited to the quality, utility, and clarity of the information to be collected and the estimated time to complete.

Please submit comments to [infocollection@acf.hhs.gov](mailto:infocollection@acf.hhs.gov) by **August 27, 2024**. Consideration will be given to comments and suggestions submitted within the timeframe specified.

<https://www.acf.hhs.gov/ofa/law-regulation/tanf-provisions-fra-2023>

# Operational Timeline





## East Coast TANF Directors Meeting

# Revised TANF Data Report (TDR) Instructions (ACF-199/ACF-209)

- Implementation & resources
- Sexual Orientation and Gender Identity (SOGI) data
- Common questions





# East Coast TANF Directors Meeting

## Revised TDR: Goals for Revision

- Eliminate unnecessary data elements and clarify confusing instructions
- Minimize burden and cost to states
- Be transparent and proactive with guidance
- Leverage TDP
- Incorporate emerging best practices around inclusivity





# Revised TDR: Available Resources

- Instructions
- Forms and layouts
- Crosswalk of changes
- PeerTA webinars on revisions and implementing instructions

OMB #0970-0338, expires 10/31/2026

## ACF-199 TANF and ACF-209 SSP MOE Data Reporting Instructions

PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13) STATEMENT OF PUBLIC BURDEN: This information collection, ACF is gathering information to assess and evaluate whether a State TANF program meets statutorily required participation rates. Public reporting burden for this collection of information is estimated to average 8,400 hours for the TANF Data Report and 2,856 hours for the MOE Data Report per grantee per year, including the time for reviewing instructions, gathering maintaining the data needed, and reviewing the collection of information. This is a mandatory collection of information (42 U.S.C. § 611). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0338 and the expiration date is 10/31/2026. If you have any comments on this collection of information, please contact the Office of Family Assistance by email at [TANF.data@acf.hhs.gov](mailto:TANF.data@acf.hhs.gov).

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TANF LAYOUT FOR SECTION 1 DISAGGREGATED FAMILY-LEVEL DATA

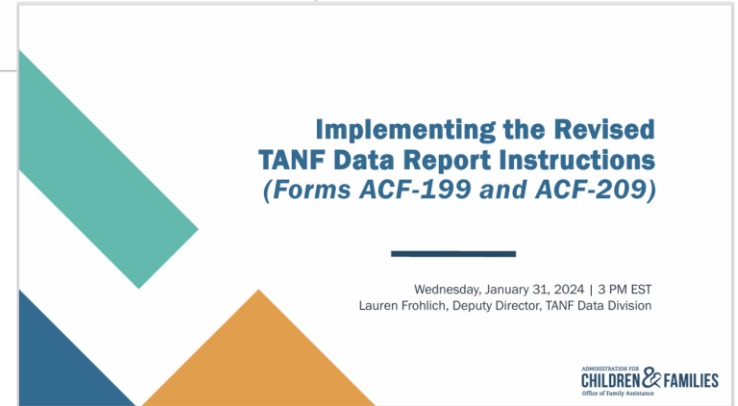
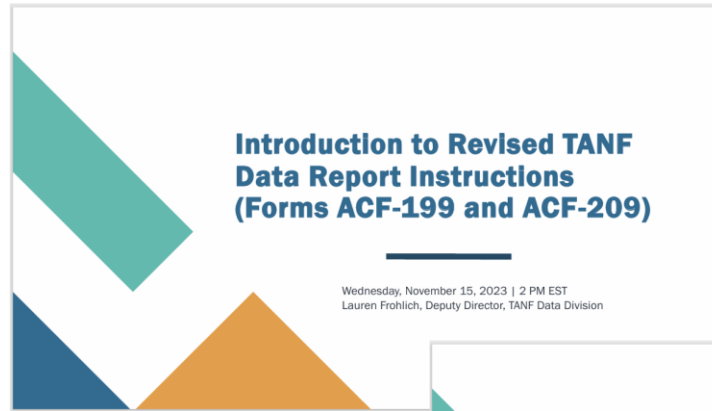
ITEM #	DESCRIPTION	LENGTH	FROM	TO	COMMENTS (DATA TYPE)	Example of Contents (if BOLD & Blue = Read value)
	RECORD TYPE	2	1	2	"1" - SECTION 1	Y 1
1	REPORTING MONTH	6	3	8	Numeric	Y Y Y Y M M
4	CASE NUMBER	11	9	19	Alphanumeric	A B C 1 2 3 A B C 4 5
2	COUNTY FIPS CODE	3	20	22	Numeric	1 2 3
3	STRATUM	2	23	24	Numeric	1 2
7	ZIP CODE	5	25	29	Alphanumeric	1 2 3 4 5
8	FUNDING STREAM	1	30	30	Numeric	1
9	DISPOSITION	1	31	31	Numeric	1
10	NEW APPLICANT	1	32	32	Numeric	1
11	IF FAMILY EMERGENCY	2	33	34	Numeric	1 2
12	TYPE OF FAMILY FOR WORK PARTICIPATION	1	35	35	Numeric	1
13	RECEIVES SUBSIDIZED HOUSING	1	36	36	Numeric	1
14	RECEIVES MEDICAL ASSISTANCE	1	37	37	Numeric	1
15	RECEIVES SNAP - NO LONGER IN USE	1	38	38	Numeric	1
16	AMOUNT OF SNAP	4	39	42	Numeric	1 2 3 4
17	RECEIVES SUBSIDIZED CHILD CARE - NO LONGER IN USE	1	43	43	Numeric	1
18	AMOUNT OF SUBSIDIZED CHILD CARE	4	44	47	Numeric	1 2 3 4
19	AMOUNT OF CHILD SUPPORT	4	48	51	Numeric	1 2 3 4
20	AMOUNT OF FAMILY CASH RESOURCES	4	52	55	Numeric	1 2 3 4
21	CASH & CASH EQUIVALENTS	4	56	59	Numeric	1 2 3 4
1	TEMPA AMOUNT	3	60	62	Numeric	1 2 3
22	TANF CHILD CARE	4	63	66	Numeric	1 2 3 4
	TEMPA AMOUNT	4	63	66	Numeric	1 2 3 4

TANF/SSP	Section	Item #	Item Name	Category	Notes	FY2024 Implications
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#11	Receives Subsidized Housing	(1) Substantive	Changed to Yes/No (Estimated code 3) and changed naming of code 2	
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#12	Receives Assistance from the Employment Assistance Program (SNAP)	(1) Code no longer in use	Enter 0. Revised language to use SNAP instead of "food stamps"	Entering 0 produces warning error
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#14	Amount of SNAP Benefits	(2) Non-substantive - clarifying	Revised language to use SNAP instead of "food stamps"	
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#15	Receives Subsidized Child Care	(1) Code no longer in use	Enter 0	Use FY2024 allowed values
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#16	Amount of Subsidized Child Care	(2) Non-substantive - clarifying	Enter 0000 if the family did not receive any subsidized child care for services	
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#17	Amount of Child Support	(2) Non-substantive - clarifying	Enter 0000 if the family did not receive any child support	
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#18	Amount of the Family's Cash Resources	(2) Non-substantive - clarifying	Enter 0000 if the family did not have any cash resources	
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#19	Cash and Cash Equivalents	(2) Non-substantive - clarifying	Simplified language	
SSP-MOE	Section 1 Disaggregated - Families Receiving Assistance	#20	Child Care	(2) Non-substantive - clarifying	Clarified instructions	

<https://www.acf.hhs.gov/ofa/programs/tanf/reporting-instructions>

# Revised TDR: Available Resources


- Instructions
- Forms and layouts
- Crosswalk of changes
- PeerTA webinars on revisions and implementing instructions



<https://peerta.acf.hhs.gov/>

Revised TDR:

# Sexual Orientation & Gender Identity (SOGI) Data



17. Gender: Enter the one-digit code that indicates the individual's gender.  
1 = Male  
2 = Female

17. Gender: Enter the one-digit code:  
1 = Male  
2 = Female  
3 = Non-Binary or gender non-conforming  
4 = Uses a different term  
5 = Unknown or refused, prefer not to say

- Executive Order 14075: Advancing Equality for LGBTQI+ Individuals (2022)
- Completed update in 2023 reauthorization

# Revised TDR: Common Questions

- You should start using the new instructions in fiscal years 2024 or 2025 (“Implementation Years”).
- **Required to use fully** for the FY2026 Q1 submission (reporting period: October-December 2025; due date: February 2026)
- The TANF Data Portal (TDP) reflects the revised instructions.
- Between FY 2024 and 2025, you may submit data using either expired or revised instructions (partially or fully).
- You would not need to re-submit FY2024/2025 data that follow the expired instructions, since we are considering these years to be “implementation years,” during which states will be transitioning to the new instructions.

For these notes and other questions,  
look for a forthcoming  
**Dear Colleague Letter**



# East Coast TANF Directors Meeting

## TANF Data Portal (TDP)

- Current state
- New features
- Common questions (see Appendix)





## TDP: Current State

- TDP is the sole method of submission.  
<https://tanfdata.acf.hhs.gov/>
- The TDP Knowledge Center is our main information hub.  
<https://tdp-project-updates.app.cloud.gov/knowledge-center/>
- As part of the complete transition from the legacy TANF Data Reporting System to the TDP, the TDP team is resetting the TDP database. **No action is needed on your part unless we reach out.**
- Look out for a forthcoming Dear Colleague Letter

# What's New



- Error reports are out of beta
- More detailed insights into files in Submission History
- New FAQ guidance for file format and update indicator requirements
- Improved the usability of TDP's request access form

### Data Files

Fiscal Year (October - September)

2024

Quarter

Quarter 1 (October - December)

Search

---

Alaska - TANF - Fiscal Year 2024 - Quarter 1 (October - December)

[Current Submission](#)
[Submission History](#)

### Section 1 - Active Case Data

Submitted On	Submitted By	File Name	Month	Cases Without Errors	Cases With Errors	Records Unable To Process	Status	Error Report
01/02/2022 at 12:00 AM	Horace Slughorn	<a href="#">ADS.ET2.JFP1.T558</a>	January	N/A	N/A		Pending	Pending
			February	N/A	N/A			
			March	N/A	N/A			
12/22/2021 at 12:00 AM	Horace Slughorn	<a href="#">ADS.ET2.JFP1.T558</a>	January	250	0	0	Accepted	No Errors
			February	246	0			
			March	250	0			
11/14/2021 at 12:00 AM	Remus Lupin	<a href="#">ADS.ET2.JFP1.T558</a>	January	250	0	250	Accepted with errors	<a href="#">View Error Report for ADS.ET2.JFP1.T558</a>
			February	246	4			
			March	250	0			
11/14/2021 at 12:00 AM	Remus Lupin	<a href="#">ADS.ET2.JFP1.T558</a>	January	N/A	N/A	N/A	Rejected	<a href="#">View Error Report for ADS.ET2.JFP1.T558</a>
			February	N/A	N/A			
			March	N/A	N/A			

Download Data File

Download Error Report



# East Coast TANF Directors Meeting

## Coming Soon/In Development

- TANF Data Innovation/TANF Data Collaborative 2.0
- Race/Ethnicity data
- State TANF data analyses





# TANF Data Innovation (TDI) / TANF Data Collaborative (TDC) 2.0

- **TANF Data Innovation (TDI)** (OPRE, 2017-2024)
  - Sampling guides (for external researchers and for states/tribes/territories)
  - TANF-NDNH Profiles
- The **TANF Data Collaborative Equity Analysis Awards (TDC 2.0)** (HHS-2024-ACF-OPRE-PE-0043), provide funding for state and local TANF agencies to build their data analytic capacity through the completion of an equity-focused data analysis project using TANF and other administrative data, with the goal of improving TANF agency programming and, ultimately, individual and family outcomes.
  - The application period for this project closed yesterday, July 15.
  - Some universal resources/technical assistance available to all jurisdictions.

# Race/Ethnicity Data: SPD 15

## OMB

- Reference: [Federal Register :: Revisions to OMB's Statistical Policy Directive No. 15: Standards for Maintaining, Collecting, and Presenting Federal Data on Race and Ethnicity](#)
- 89 FR 22182 published March 29, 2024.
- Federal agencies must submit an action plan on race and ethnicity data to OMB by September 28, 2025.

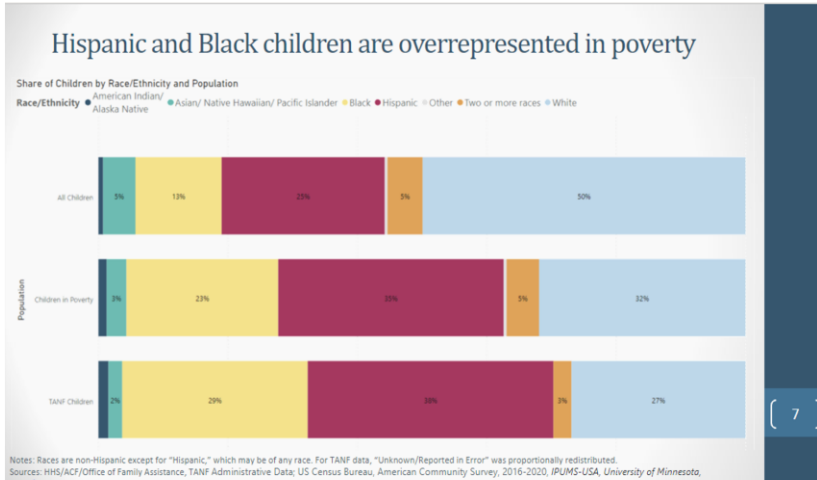
## OFA

- The recommendations in the directive will not immediately affect TANF reporting.
- TANF's current race/ethnicity categories are reflected in the [ACF-199 and ACF-209 Data Reporting Instructions](#).
- If/when changes occur, we will communicate this in advance and provide technical assistance as appropriate.

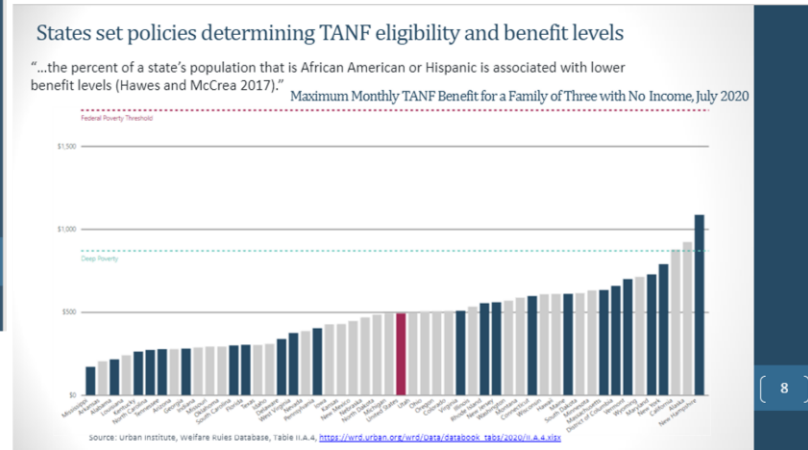
# You May Recall August 2022 East Coast TANF Director's Meeting

## Areas of Analysis:

- Family cap policies
- Lifetime limits
- Sanctions
- Exemptions
- Among others



( 7 )



( 8 )

# Race/Ethnicity Data & State TANF

## ACF Strategic Plan (2022)

Strategic Goal 1: Advance equity by reducing structural barriers that prevent economic and social well-being

- OFA already collects data on the race/ethnicity of TANF recipients, but this is **typically not cross-tabulated**.
- **In development:** Tools to explore your state's TANF administrative data along with key policy, economic, and demographic contexts.



# East Coast TANF Directors Meeting

July 16-18, 2024 • Hyatt Centric Southpark Charlotte • Charlotte, North Carolina

## Questions?

Contact the TANF Data Division at

[TANFData@acf.hhs.gov](mailto:TANFData@acf.hhs.gov)

## Thank You



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Office of Family Assistance



# East Coast TANF Directors Meeting

# Appendix



ADMINISTRATION FOR  
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# TDP: Common Issues

- Header update indicator
- Fiscal period

```
Submitted reporting year: 2024, quarter: 1 doesn't match file reporting year 2022, quarter: 4.
```

```
Your file does not begin with a HEADER record.
```

To ensure that your data remains consistent between systems as we're working to fully replace TDRS with TDP, we ask that you use the Delete value of the Update Indicator in all resubmissions. If you need to confirm that the Delete value has been set correctly, you can look for the "D" value at the end of the Header Record of the file you're submitting (emphasized below).

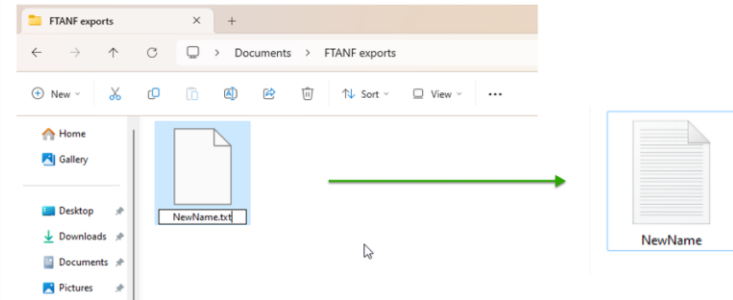
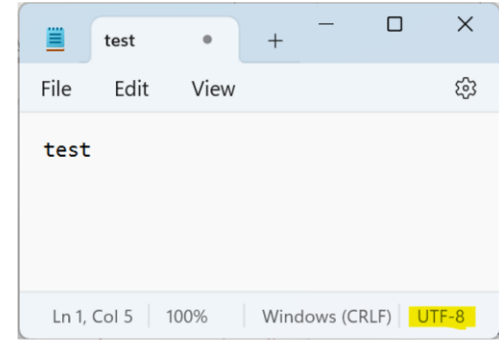
“ **HEADER20221A01000TAN1 D** ”

# TDP: Common Issues

- Invalid file extension or encoding errors may occur.
- To resolve these errors, we recommend saving your transmission files as text (.txt) files and verifying that UTF-8 encoding is present.

## Section 1 - Active Case Data

Invalid extension. Accepted file types are: .txt, .ms##, .ts##, or .ts###.





# TDP: Common Issues

- Improper formatting (e.g., length)
- Validation errors (e.g., sum of assistance)

## Fix:

- Error descriptions are being enhanced for user-friendly language
- User research to maximize the utility of TDP

Section 1 - Active Case Data								
Submitted On	Submitted By	File Name	Month	Cases Without Errors	Cases With Errors	Records Unable To Process	Status	Error Report
01/02/2022 at 12:00 AM	Horace Slughorn	<a href="#">ADS.ET2JFP1.TS58</a>	January	N/A	N/A	N/A	🕒 Pending	Pending
			February	N/A	N/A			
			March	N/A	N/A			
12/22/2021 at 12:00 AM	Horace Slughorn	<a href="#">ADS.ET2JFP1.TS58</a>	January	260	0	0	✅ Accepted	No Errors
			February	246	0			
			March	250	0			
11/14/2021 at 12:00 AM	Remus Lupin	<a href="#">ADS.ET2JFP1.TS58</a>	January	250	0	250	⚠️ Partially accepted with errors	<a href="#">View Error Report for ADS.ET2JFP1.TS58</a>
			February	246	4			
			March	250	0			
11/14/2021 at 12:00 AM	Remus Lupin	<a href="#">ADS.ET2JFP1.TS58</a>	January	N/A	N/A	N/A	❌ Rejected	<a href="#">View Error Report for ADS.ET2JFP1.TS58</a>
			February	N/A	N/A			
			March	N/A	N/A			

Download Error Report →

Case Number	Year	Month	Error Message	Item Number	Item Name	Internal Variable Name	Row Number
000111111	2024	April	Item 17 (Zip Code) must be numeric.	17	Zipcode	ZIP_CODE	1
222222222	2024	April	If Item 30 (Family Affiliation) is 1 then Item 49 (Work Participation Status) must be in set of values [01, 02, 05, 07, 09, 15, 17, 18, 19, 99].	30, 49	Work Participation Status, Family Affiliation	WORK_PART_STATUS, FAMILY_AFFILIATION	5
333333333	2024	May	Every T1 record should have at least one corresponding T2 or T3 record with the same Reporting Month & Year and Case Number				8

<https://tdp-project-updates.app.cloud.gov/knowledge-center/viewing-error-reports.html>