



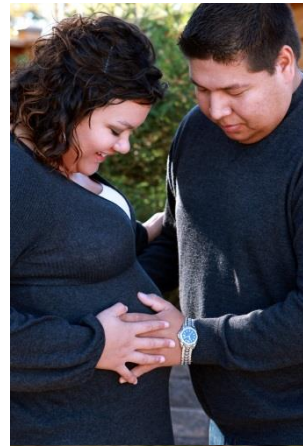
ADMINISTRATION FOR
CHILDREN & FAMILIES



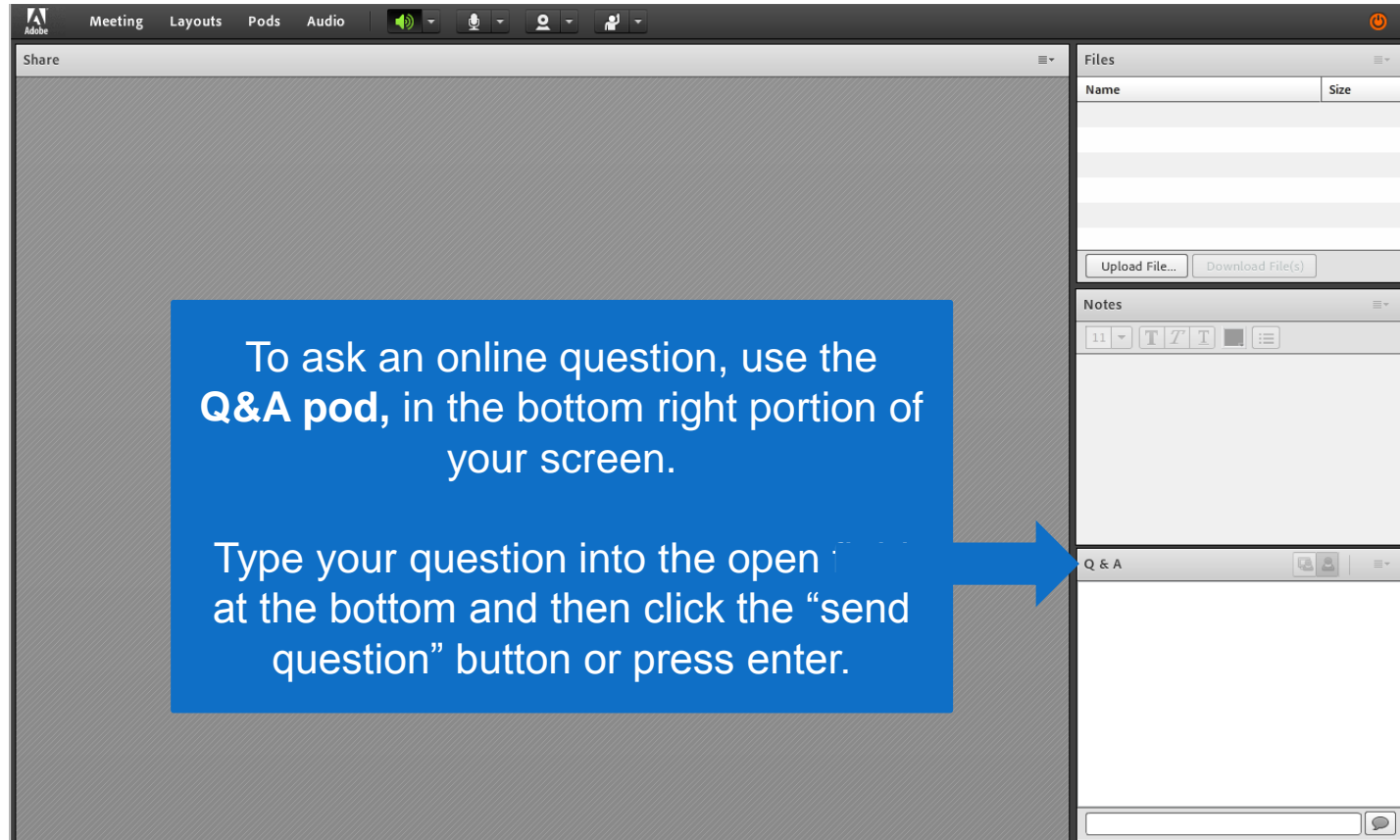
TRIBAL CHILD SUPPORT AND TRIBAL TANF

Beyond the Basics Collaboration Best Practices

April 22, 2014



Asking a Question



The screenshot shows the Adobe meeting interface. At the top, there is a menu bar with 'Meeting', 'Layouts', 'Pods', and 'Audio'. Below this is a 'Share' window. On the right side, there are panels for 'Files' (with a table for Name and Size, and buttons for 'Upload File...' and 'Download File(s)'), 'Notes' (with a text editor toolbar), and 'Q & A' (with a text input field and a 'send question' button). A blue callout box is overlaid on the 'Share' window, containing instructions on how to ask a question. A blue arrow points from the callout box to the 'Q & A' panel.

To ask an online question, use the **Q&A pod**, in the bottom right portion of your screen.

Type your question into the open text field at the bottom and then click the “send question” button or press enter.

Welcome

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Previous Joint Webinar

- Our last webinar, *Partnering for Children: Collaboration between Tribal TANF and Tribal Child Support*, was held on July 17, 2013. It included the:
 - Goals and objectives of Tribal TANF and Tribal Child Support
 - Differences between state and tribally administered programs
 - Examples of collaborative approaches from the Port Gamble S'Klallam Tribe and the Winnebago Tribe of Nebraska
- We had over 100 participants
- If you missed the last webinar, access the audio, PowerPoint, and transcripts at:

<https://peerta.acf.hhs.gov/index.cfm?event=viewTopic§ionTopicId=16&topicId=6&tabtopic=6§ionId=2&nav=6#posting2782>

Presenters

Amanda Blackgoat, Child Support Specialist

CCTHITA, Tribal Child Support Unit

Biography:

- Graduated from University of Montana
- Began working for CCTHITA Tribal TANF in 2000
- Held several positions under the Tribal TANF program
- Began working with CCTHITA Tribal Child Support Unit in 2007
- Current duties include financial management and monitoring, training, and data reconciliation and reports

Presenters

Brenda Chapman, TANF Manager

CCTHITA, Tribal Temporary Assistance for Needy Families Program

Biography:

- BA from the University of Southeast
- Worked for 14 years with the TANF 477 Program
- Knowledgeable of the TANF; Workforce Investment Act; Adult Vocational Training; Native Employment Works; and Burial, Elderly and Welfare Assistance programs funded through the Department of Interior 477 Program
- Passionate about helping tribal citizens

Central Council Tlingit & Haida Indian Tribes of Alaska



Tribal Child Support Unit & TANF

Beyond the Basics

Eddie Brakes: TCSU Manager

Amanda Blackgoat: TCSU Child Support Specialist

ablackgoat@ccthita.org

Georgia Finau: 477 Director

Brenda Chapman: TANF Manager

bchapman@ccthita.org

1-800-344-1432


Philosophy of the Tribal Child Support Unit (TCSU)

- To assure that all tribal children receive the financial and emotional support they deserve from both parents;
- To provide quality customer service to both custodial parents (CP) and non-custodial parents (NCP).


AVAILABILITY OF SERVICES

The TCSU provides the following services to applicants:

- **Family assessment on Child Support needs**
- **Paternity establishment**
- **Establishment and modification of Child Support Orders**
- **Enforcement of Child Support orders**
- **Tracking, collection and distribution of payments**
- **Intergovernmental case processing and assistance**
- **Location of Non Custodial Parents**



*Philosophy of the Tribal
Temporary Assistance for Needy
Families [TANF]*

- To assist families with children to become self-sufficient through case management and maintain self-sufficiency
 - Promote 2 parent households (codependency; fatherhood)
 - Children out of Wedlock (working with families in committing and strengthening family ties);
- 

AVAILABILITY OF SERVICES

**TANF provides the following services
to applicants:**

- **Training Assistance**
 - a) **Dental Assistant Training;**
 - b) **Penn Foster Long Distance Training;**
 - c) **GED;**
 - d) **Work Experience**
- **Career Assessments**
- **At Risk Child Assessments**
- **Intense Case Management to attain self-sufficiency**

Program Locations

TANF is located about 8.5 miles from the TCSU office.

TANF is located in the Valley along with other Services Programs

TANF also has 2 satellite offices in Sitka, AK and Ketchikan, AK

TCSU is located in Downtown along with Tribal Court.

TCSU has 1 satellite office in Ketchikan, AK



Program Structure

477 Employment & Training Department/TANF Program
Overseen by 477 Director Georgia Finau
TCSU program & Tribal Court overseen by Office of the President

Program Communication

- 1) Both TCSU/TANF programs have strict confidentiality requirements.
- 2) Disclosure of personal information to TANF must be directly connected with administration of the program.
- 3) TANF communications for confidential information must be made via written communications (via e-mail okay).
- 4) One-on-One case management for mutual clients – Wrap around approach for hardest to serve cases.
- 5) TCSU Orientation for client as part of the TANF Service Plan

Creation of Policies and Procedures

TANF program began providing services April of 2000.

TCSU became Comprehensive Child Support Program April of 2007.

Currently

- Every time a client applies for TANF :
- Absent Parent Form includes the Assignment of Rights to Child Support
- Pass Thru \$50 per client
- TANF determines Good Cause

No MOU/MOA needed between TCSU & TANF both under same tribe.

Creation of Policies and Procedures

TANF policy and procedures were developed several years in advance of TCSU policy and procedures.

TCSU established policies and procedures per the Federal Regulations CFR 309 to receive federal funding to become a Comprehensive Child Support Program. ◀

TCSU and TANF policies and procedures work in tandem with the goal of empowering our people to reach self-sufficiency. T&H philosophy is the first resource for the Custodial Parent (CP) should be child support!

Finances and Shared Resources

TANF & TCSU coordinate the following;

1. 477/TANF and TCSU Specialists participate in training as a team. (Training of State Mainframe database ie; NSTAR)
2. TCSU provides Child Support training annually for 477/TANF caseworkers.
3. Fatherhood program includes participation from 477, TANF, and TCSU staff.
4. Satellite Office Collaboration - Ketchikan Alaska.
5. Shared Database to offset cost of allocating funds.

Database - RiteTrack

Tribe's database system provides:


- 1) TANF access to know CP receives child support check only
- 2) TCSU access to whether CP is current or former TANF and who is in Household
- 3) Ability to draw reports from one database cuts down on data entry mistakes and duplication.
- 4) Aids in tracking movement of children among Cases.
- 5) TCSU can see when Child Support becomes Steady and is equal to or Greater than TANF benefit, then alerts TANF & client to see if TANF Case can close or save a month.
- 6) Confirm TANF Household Composition

Child Support & TANF Challenges

- 1. What is on TANF records does not match what CP and NCP are stating [usually happens in Court]**
- 2. NCP is in the home and then out again. Tracking when NCP owes Child Support**




Child Support & TANF Challenges

- 3. Tracking where the children are among multiple households [still hard when moves a lot]**
 - 4. Overpayment of child support versus recoupment for TANF**
 - 5. Closure of TANF case does not close Child Support case**
- 



Child Support & TANF Challenges

- 6. Why fill out another Child Support Form when already have open child support case.**
 - 7. Resistance from Grandparents/ Third Party to fill out form.**
- 

OTHER TCSU & TANF Collaboration

- **TANF Caseworker Declaration**

This elevates discrepancies while in Tribal Court, and at times removes need for TANF caseworker to attend Tribal Court

- **Fatherhood Program- NCP Participation
Forgiveness of TANF arrears**

OTHER TCSU & TANF Collaboration Cont.

- **TANF Penalty for Non- Cooperation with Child Support**
 - **This helps motivate clients to finish the child support process**
 - **Very helpful when establishing Paternity & Child Support Orders**

Other Challenges?

What would your tribe do?

- When same sex households add to family through a “donor” or “kit”
(No bloodline, No marriage to link family)
- Don't know who Father is, but have been seen with a significant other throughout pregnancy.
- How to verify Domestic Violence?
- Child(ren) with Caretaker doesn't apply for Child Support or TANF and \$ still goes to CP.
- Is there a penalty imposed for not applying for all resources
- Fraud

Benefits of operating both TANF & TCSU Program



TCSU Assignment of Rights

ASSIGNMENT OF SUPPORT

When you receive NTANF you must sign over to the Tribe any child support or spousal support payments owed to you for any month in which you receive assistance. If the non-custodial parent pays child support while you are receiving NTANF, you must turn the support payments over to TCSU. This is true even if there is no child support order in effect.

If TCSU sends a child support payment to you in error, they will contact you to arrange repayment of that money. If you want to repay the overpayment gradually out of future child support payments, instead of immediately in a lump sum, check this box.

I understand that by signing below, I assign to the tribe any child support payments owed for any month in which I receive assistance. I agree to tell the Tribal Child Support Unit of any new or changed information that relates to the child support case and collection/payment of child support.

I declare under penalty of perjury, under the laws and ordinances of this Tribe that the foregoing is true and correct.

Signature _____

Date _____

Form to review with TANF Client for TANF Service Plan



Central Council
Tlingit and Haida Indian Tribes of Alaska
Tribal Child Support Unit /TCSU
320 W. Willoughby Way ste 300
Juneau, AK 99801

TCSU'S Child Support Guidelines for TANF clients

Time In: _____ Time Out: _____

Client: _____ Client: _____

Child(ren): _____

TCSU Caseworker: _____

TANF Caseworker: _____

- Assignment of Child Support to TANF
- Reviewed Process for New Child Support Cases
 - Paternity Established
 - Establish Child Support Order
 - Tribal Court Orders vs State of Alaska CSSD orders vs State of Alaska Court Orders
- Reviewed Process for Transfer Cases
 - Time frame
 - Tribal Court recognition of Foreign Orders
- Reviewed Reporting of Child Support Payments to TANF
 - Importance
- Reviewed Overpayment of Child Support
 - How TANF case is affected
 - Cause an overpayment resulting in decreasing TANF benefit to repay
 - How TCSU case is affected
 - Child Support payments used to repay overpayment
- Reviewed Reporting of Non Custodial Parents or Alleged fathers in household
 - Must report to TANF within in 5 days Client's responsibility.
 - Documented Tribal Court Hearings considered truthful testimony
 - Fraud
 - Possible Overpayments
 - Requirement to do work activities

_____(Initial) I understand when I apply for TANF I am required to assign my child support to CCTHITA for cash assistance issued to me for the time periods my TANF case is open. I must also cooperate with TCSU accordingly.

Client Signed: _____ Dated: _____

Client Signed: _____ Dated: _____

TCSU Caseworker Signed: _____ Dated: _____

Scan in TANF RiteTrack Folder of Client & email TANF CW

Declaration of 477 Caseworker for TANF Months used

DECLARATION OF 477 CASEWORKER CCTHITA TEMPORARY ASSISTANCE TO NEEDY FAMILIES PROGRAM

TCSU Case No. _____ Tribal Court Docket No. _____

TANF Client Name [Head of Household/PI]. _____
 a current TANF recipient or a former TANF recipient.

Must be completed by TANF staff responsible for managing or supervising the TANF case.
Important! Fill in all shaded areas, Initial, and Sign.

1. My name is ____ I am a
 477 Family Case Manager
 477 Family Case Manager Supervisor.
2. When custodial parents receive TANF benefits, they are required to report any money received from the non-custodial parent because this may affect their next month's TANF benefit amount. Money received from the non-custodial parent is "child support." I understand it is a requirement for TANF recipients/custodial parents to assign their child support rights to the Tribe for the TANF benefit period.
3. Failure to report monies received from the non-custodial parent is viewed as TANF fraud. This could affect the TANF case by; decreasing the TANF benefit amount due to TANF by recouping money due to overpayment to the CP and/or TANF case closure.

Initial _____ 4. TANF records indicate the following for the above named client:

- _____ is listed as an absent parent who owes a duty of child support for the time frame the client receives TANF benefits for the child(ren) _____.
- I reviewed the TANF case showing child support payments were reported as follows: _____.
- Any special notes: _____.

Initial _____ 5. **Attached** is the TANF Benefit Summary which accurately lists the children and adults included for all months of TANF issued.

I declare under penalty of perjury that the above information is true and correct to the best of my knowledge

Date: _____

Signature: _____

Printed Name: _____

Title: _____

Make sure all Attachments are Attached.

Non Cooperation with Child Support TANF Penalty Letter

June 20, 2013

Subject: TANF Benefits Changed due to TCSU Child Support Penalty.

Dear _____:

This is to inform you TANF benefit has changed due to a Child Support Penalty being placed on your case because you failed to cooperate with child support services. Your benefit amount is being reduced by \$ _____ per month. This penalty reduction is based upon T&H Tribal Assistance Manual, Section 12.1.

Due to the reduction, the amount of your benefits is for _____ in the amount of; \$ _____ for _____. The income of \$ _____ and a penalty of \$ _____ were used to figure the benefit amount.

To remove the penalty, you must contact your child support case worker and provide the requested action or documents to process your child support case. The penalty will stay in place until the 477 Family Case Manager has evidence that you are in compliance.

Families are limited to receiving a total of 60 months of welfare benefits you will have used _____ total months of TANF with your _____ benefit.

Your next Eligibility Review Form will be due by _____. An Eligibility Review Form will be mailed in mid-_____. Please complete the form, sign and return it to us. You must answer every question and attach proof of your income and expenses to the Review Form. Failure to provide the required receipts may result in a delay / lower benefit or possible closure of your benefits.

I have enclosed a Report of Change form for you to keep on hand in case there are any changes in your household during these next 3 months. Any household changes must be reported within 10 days of the change. When a child leaves the home it must be reported within 5 days. You may report changes in writing, by phone, or in person.

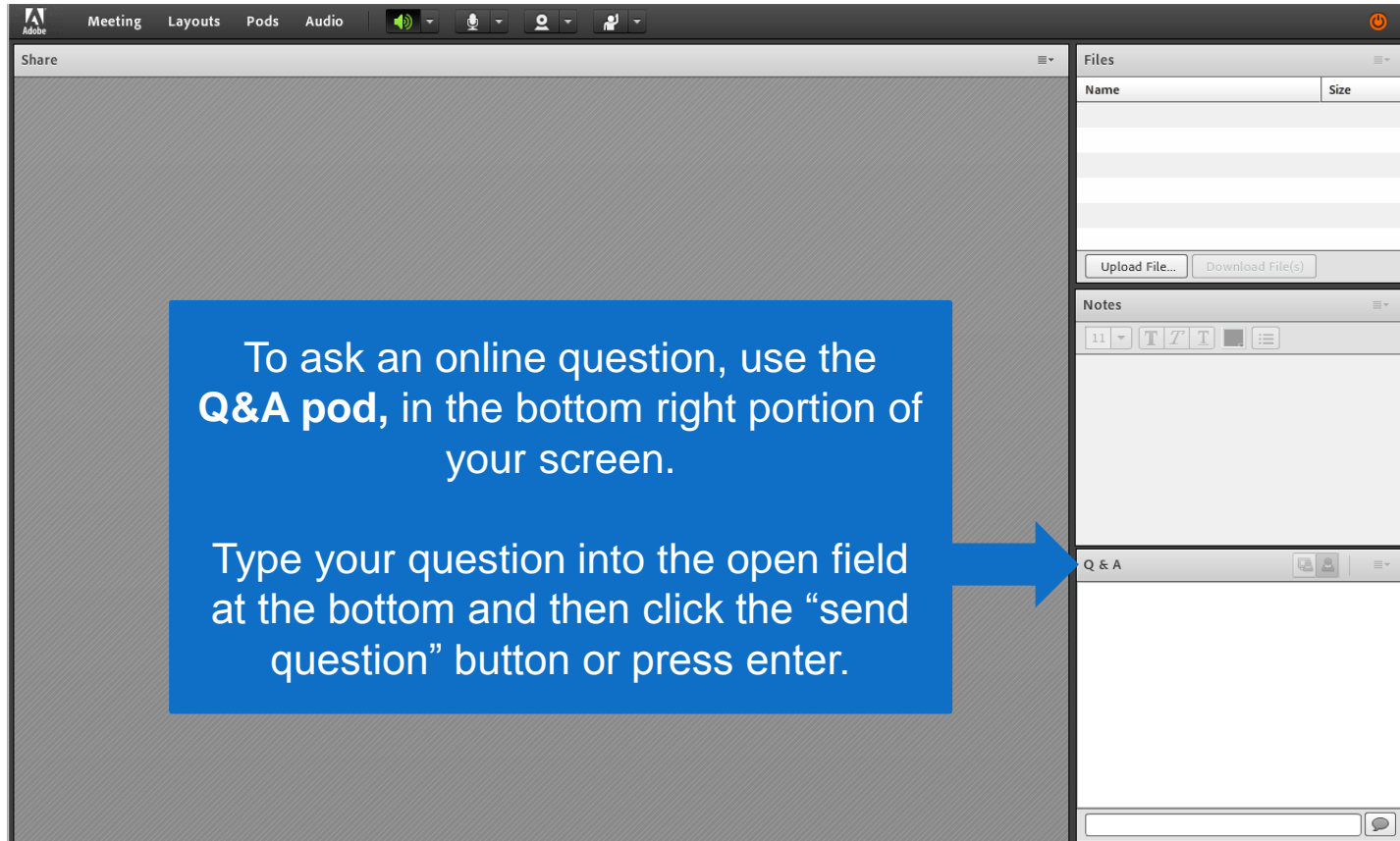
This action is based on the T&H Tribal Assistance Manual 6.4 & 12.1. If you have any questions, please contact me at _____ or the "477" front desk at 907-463-7158.

Sincerely,

477 Family Case Manager

Poll Questions

Q and A



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Survey

Thank you for attending
today's Webinar!

Materials from today's Webinar will be posted to the
Welfare Peer Technical Assistance Network in the
coming weeks.