

Independent Living/Self-Sufficiency Desk Guide



Figure 1

Independent Living/Self-Sufficiency Desk Guide

Kansas Department for Children and Families
Prevention and Protection Services

Basic Chafee Eligibility: PPS PPM 7110

Youth who were in custody and in out of home placement for any length of time on or after their 15th birthday may be eligible for specific Independent Living/Self-Sufficiency services.

Youth may access Basic Chafee up until 21 years of age.

Marital status does not impact eligibility.

Specific requirements may apply to specific services/programs.

Youth in custody of Juvenile Justice Authority or Tribal jurisdiction must meet same criteria for eligibility for specific IL/Self-Sufficiency services.

Eligible Out of Home Placements include:

- resource homes
- relative and kin placements
- group homes
- independent living settings
- Secure Care as CINC
- trial home visits
- run status on 18th birthday

* Detention and locked facilities are ineligible placement types.

Basic Chafee Services/Supports: PPS PPM 7200

May include but not limited to:

- Assistance with completion of high school or GED requirements
- Training in daily living skills (i.e. cooking, household skills, banking)
- Budgeting and money management
- Locating and maintaining housing
- Career Planning
- Job Search and Resume
- Assistance with funds to provide clothing for interviews, uniforms, etc.
- Transportation for education or employment purposes
- Adult education classes
- College Classes/Credits prior to completion of secondary education
- Expenses related to mentors
- Assistance with post secondary education and/or certified training
- Medical Card Extension Program
- Medical Policies, prescriptions and medical services (Not to be used for youth eligible for Medical Card Extension Program)
- SSI referral under Prevention and Protection Services contract with Kansas Legal Services
- Youth Leadership training and opportunities
- Other training or services identified by the youth to help the youth transition to self-sufficiency
- IL Subsidy payment for room and board

Referrals to and from Other States: PPS PPM 7021

The state in which an eligible youth currently resides is responsible for providing Chafee and ETV services.

Exception: Original state with placement and care responsibility will continue to provide ETV services to a youth who is receiving ETV and who moves to another state for the sole purpose of attending post secondary education/training.

Exception: State with placement and care responsibility for youth currently in foster care is responsible for providing Chafee services including ETV to the youth.

States may have varying criteria for services. Youth must meet eligibility criteria of the state which has responsibility for providing services to the youth. Determination of placement and care responsibility in another state will need to be done through contact with coordinating state.

Contact information for State Independent Living Coordinators may be obtained from the National Resource Center for Youth Development website:

<http://www.nrcyd.ou.edu/>

Life Skills Assessment: PPS PPM 7030

Youth served by DCF through the Independent Living program are required to complete an age appropriate Casey Life Skills Assessment (CLSA) within 60 days of completion of first Self-Sufficiency Case Plan, unless CLSA was completed within six (6) months of requesting services from DCF.

Youth in the custody of the Secretary of DCF are required to complete an age appropriate Casey Life Skills Assessment (CLSA) at a minimum of one (1) every twelve (12) months.

CLSA is to be used to help direct individual case planning and service delivery.

Needs identified by the assessment shall be addressed by DCF and the youth and included in case plan.

CLSA may be accessed at: www.caseylifeskills.org

For children/youth in out of home placement see PPS Policy and Procedure Manual 3000.

Foster Care Medical Card Extension Program: PPS PPM 7220

Provides medical coverage for youth 18 to 21 years of age who were in custody and in eligible out of home placement on 18th birthday.

Eligible Out of Home Placements include:

- resource homes
- relative and kin placements
- group homes
- independent living settings
- Secure Care as CINC
- trial home visits
- run status on 18th birthday

Complete form PPS 7230 Application for Medical Card Extension Program.

Foster Care Medical Card Extension Program does not require participation of other DCF services.

Case plan required only if youth is receiving other DCF services.

Independent Living Subsidy: PPS PPM 7230

Time limited financial plan for youth between the ages of 18 and 21, developed by youth and DCF.

Monthly subsidy at maximum step cannot exceed \$350.00. Monthly amount based upon youth income, resources and need; stepped down every six (6) months:

- Maximum Step: Months 1-6 100% of subsidy based on need (PPS 7000A)
- 80% Step: Months 7-12, 80% of initial subsidy amount
- 70% Step: Months 13-18, 70% of initial subsidy amount
- 60% Step: Months 19-24, 60% of initial subsidy amount
- 50% Step: Months 25 up to 36, 50 % of initial subsidy amount

Eligibility requirements:

- Custody on or after 18th birthday
- Eligible out of home placement
- No longer served by CWCBS provider, JJA or tribal authority
- Identified education or employment plan
- Mentor or Community Advisor
- Gross Monthly earnings less than \$1,500
- Apply for Foster Care Medical Card Extension Program
- Youth responsible for maintenance and expenses of living setting

Independent Living Subsidy may be sent directly to youth or mentor/community advisor as agreed to by all parties.
Youth not eligible for IL Subsidy if receiving ETV which covers room/board or housing.

One Time Start Up Costs: PPS PPM 7236

Must meet same eligibility as Independent Living Subsidy.

One time maximum payment of \$500.00 for life of the case allowed for:

- utility deposits
- furniture
- appliances
- household supplies

One time maximum payment of \$500.00 for life of the case allowed for:

- rent deposit
- first month's rent

Rent paid directly to the landlord.

Room/Board paid directly to youth for payment to landlord.

Not eligible if receiving room/board through ETV.

Education and Training Voucher (ETV): PPS PPM 7260

Post Secondary Education or Certified Training Program only.

Maximum \$3,500 in all funds for one plan year.

Eligibility Requirements:

- Graduated from high school or completed GED while in the custody of State of Kansas and in foster care placement; or
- In the custody of the State of Kansas and in foster care placement when attained the age of 18; or
- Finalized adoption from foster care after attaining age 16; or
- In the custody of the State of Kansas and in foster care placement between the ages of 16 and 18, with a permanent order of custodianship attained after the age of 16; or
- In out of home placement any length of time after 15th birthday: may be eligible through Kansas Basic Chafee eligibility.

Youth must:

- reapply on a yearly basis,
- complete a minimum of five (5) scholarship applications with proof of documentation, and
- complete the Free Application for Federal Student Aid (FAFSA) prior to applying for ETV funds.

Youth enrolled in a Post Secondary Education or Certified Training Program on their 21st birthday are eligible until turning 23 years of age, as long as they are making satisfactory progress toward completion of that program (satisfactory progress is defined by individual program guidelines).

See next page for more ETV information

Education and Training Voucher Eligible Program: PPS PPM 7260

Eligible Programs must meet all three of the following:

- Admit as regular students only persons with high school diploma or equivalent; or admit as regular students persons beyond age of compulsory school attendance; and
- Public, Private, or Non-Profit; and
- Accredited or pre-accredited and authorized to operate in state where located.

Youth who are beyond the age of compulsory school attendance who have not completed high school or GED requirements may be eligible based on education or training institution's criteria.

Youth under the responsibility of the CWCBS provider and/or in custody of the State of Kansas may be eligible for ETV funds if graduated from high school or completed GED before age 18, and are preparing for post secondary education or training.

Youth may apply or reapply for ETV funds anytime up until they are no longer eligible for the program.

Assistance shall be provided to youth to keep motivation towards completing their education or training goals.

ETV funds may be used for eligible education or training programs outside of Kansas.

Education and Training Voucher Services and Supports: PPS PPM 7262

May include but not limited to:

- Tuition and fees for Post Secondary Education not included in Foster Care Tuition Waiver Program or Kansas Foster Child Educational Assistance Act
- Tuition and fees for Certified Training Programs (i.e. computer, cosmetology programs) not included in Foster Care Tuition Waiver Program or Kansas Foster Child Educational Assistance Act
- Room and board associated with post secondary education or certified training program (cannot receive IL Subsidy in addition to room and board through ETV)
- Special Fees related to specific education/training programs
- Books/materials related to post secondary education or certified training program
- Child Care
- Technical Equipment
- Tutoring for post secondary education or certified training program

Use of ETV funds is based on individual youth's needs for success in their education/training program.

Examples:

- special scissors for cosmetology program
- woodworking supplies
- calculators or special computer software

Kansas Foster Child Educational Assistance Act: PPS PPM 7264

Waives tuition and fees at Kansas educational institutions including any vocational school, area vocational-technical school, community college, state educational institution or technical college. Schools waive amount of tuition and fees. No payment from DCF required.

For complete list of individual schools go to: http://www.kansasregents.org/interactive_map_listing

Waiver covers tuition and fees for undergraduate enrollment of eligible youth through the semester the eligible youth attains 23 years of age.

Eligibility Requirements:

Applicant has never received funds through any prior tuition waiver program, and

- In custody of Secretary of DCF and in a foster care placement on the date such applicant attained 18 years of age; or
- Released from custody of DCF Secretary prior to attaining 18 years of age, after having graduated from high school or fulfilled the requirements for a GED while in foster care placement and in the custody of the Secretary; or
- Adopted from a foster care placement on or after such applicant's 16th birthday; or
- Left a foster care placement subject to custodianship under chapter 38 or 59 of the Kansas Statutes Annotated on or after such applicant's 16th birthday.

See next page for more information

Kansas Foster Child Educational Assistance Act: PPS PPM 7264

Applicant responsible for:

- tuition for any course repeated or taken in excess of the requirements for completion of educational program
- fees not directly related to and required for the courses in the educational program (i.e. student fees, parking fees, etc.)
- notifying DCF IL Coordinator/Social Worker of current enrollment status and intended program of study within 30 days of enrollment

Applicant may be eligible for up to \$3,500 in ETV funds in addition to this program.

Allowable fees which may be paid with ETV funds through this program are fees directly related to required courses of the program (i.e. lab fees, special class fees, etc.).

DCF IL Coordinator responsible to report within 60 days of beginning of class:

- all current students receiving the Kansas Foster Child Educational Assistance Act
- current enrollment status for each student
- intended program of study for each student
- ETV and Chafee assistance provided for each student



PPS PPM: 7031

The National Youth in Transition Database (NYTD) is a data collection system that tracks independent living services provided to youth and helps Kansas measure success in preparing youth for transition from foster care to adult living. Data collected includes:

- Independent Living services provided by DCF to all youth age 15-23 , regardless of whether they are in foster care
- Surveys administered every three years to youth who are in DCF/JJA foster care at age 17 and when they turn 19 and 21

The NYTD system in Kansas has been designed to help locate youth and administer surveys. Youth can go to the [NYTD Public Web Survey](#) to take the survey.

DCF and child welfare provider survey workers go to [Kansas NYTD System](#) for access.

What Youth Want Their Workers to Know:

- Believe In Me
- Treat Me With Fairness, Respect & Equality
 - Acknowledge My Differences
 - Recognize My Changes
 - Hear My Voice
 - Consistent & Clear Expectations
 - Talk to Me Frequently
 - You Are Important To Me
 - Help Me Be Prepared
 - Get to Know Me

KYAC 2006



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<http://www.dcf.ks.gov/services/PPS/Pages/IndependentLivingProgram.aspx>