

HOW TO APPLY FOR Child-Only CASH ASSISTANCE (TANF)

For Kinship Foster Caregivers

February 2016

When a child is placed in your home by the Division of Child Safety, your food and other expenses will increase. It is possible that the child placed with you will be eligible for Cash Assistance monthly benefits through the Family Assistance Administration (FAA). This is money you can use to help pay for food and other expenses of having the child in your home. The benefit is approximately \$164 per month for the first child and increases somewhat with each additional child who is placed with you (approximately \$220 per month for 2 children, approximately \$278 per month for 3 children, approximately \$335 per month for 4 children, etc.). **It is your responsibility to apply for these benefits.**

To apply for Cash Assistance, you must complete the forms "Application for Benefits" (FA-001) and "TANF/CA Contact Form" (FAA-1091AFORNA). You can get those forms at any FAA office, from your DCS Specialist, or mailed to you by the Kinship Specialist reached at 602-255-2628, or on the internet at <https://egov.azdes.gov/cmsinternet/appforms.aspx>. People with DCS open cases should **NOT** apply for Child-Only Cash Assistance TANF on line or at an FAA office.

Only apply for Cash Assistance on the FA-001 (not medical or nutrition assistance) just for the children placed with you by DCS. You are Person 1 on page 3 and must complete the "Personal Information." Answer all question areas with a "\$" over it. Person 2 is another person in your household (you must record ALL persons living in your home). Under "Personal Information" for the DCS-placed children, show they are "Grandchild" or "Niece/nephew" as appropriate and also in that area there is "Other;" check that box also and write "unlicensed foster care." Request cash assistance for the placed children **ONLY**, not for yourself or any other children.

Give the completed forms to your DCS Specialist who will complete the submission process. DO NOT give the forms to FAA yourself. After you have given the completed forms to the DCS Specialist and the DCS Specialist has faxed the forms to FAA, FAA will contact you within 5 days to schedule an interview which can be either in person or on the telephone. It is important to keep all appointments with FAA. **If you miss a scheduled appointment, you must call to re-schedule it the same day you missed the appointment.** If you do not, your application will be denied and you will have to re-apply (fill out both forms again).

After the interview, FAA sends you an approval notice, a denial notice, or a request for further information. If you get an approval notice, the benefit will be deposited into the EBT ("QUEST") card. If you get a denial notice on any child and you are his/her grandparent or great-grandparent, apply for the Grandparent Stipend through DCS.

If you have any questions about completing the forms or want to check the status of your application, call FAA's customer service line at 1-855-432-7587 during business hours.