

RELATIVE AND OTHER SUITABLE PERSON SUPPORT SERVICES FUNDS (RSS)

QUESTIONS & ANSWERS

1. What are the Relative/Other Suitable Person Support Services funds for?

The funds are authorized and available to Children's Administration (CA) to increase kinship care/suitable person placements.

2. Which cases are eligible for Relative/Other Suitable Person Support Services?

Eligible cases include cases open for FVS, CPS, CFWS, or FRS. The funds help facilitate and support the placement of children in the homes of unlicensed relatives/suitable persons. The support services are intended to provide help to relative caregivers/suitable persons who are not receiving foster care payments.

3. What can these funds be used for?

These funds can be used flexibly to help promote placement of children with relatives/suitable persons. It can be used for things such as:

- First/last month's rent or utility hook-ups for relatives who must move in order to take a child into their home;
- Purchase of bedding, furniture, supplies, etc. so that a child can be placed;

4. Is there a limit on how many months a relative can receive Relative/Other Suitable Person Support Services?

Yes. Services under this funding category may not be authorized for more than four (4) consecutive months. Most payments under Relative/Suitable Person Support Services will be a one-time payment. In rare situations, a relative/suitable person may need help for a brief period of time to maintain a child in their home. This should be approved on a case by case basis.

5. Are there things these support services CANNOT be used for?

Yes. These funds are considered "non-assistance" TANF funding. For that reason they cannot be used as on-going payments to meet basic needs such as on-going rent or utility payments, etc.

6. Can I authorize Relative/Other Suitable Person Support Services if the relative/suitable person is receiving a monthly TANF grant through the Community Services Office?

Yes. Relative/Suitable Person Support Services funding may be used to address an urgent need; they are considered reimbursement for expenses that have been, or will be, incurred by the relative caregiver/suitable person. The support services will not affect the TANF grant or food stamps for relative caregivers or the 5-year TANF "time clock" for relative caregivers receiving TANF.

7. When can I begin to authorize Relative/Suitable Person Support Services funds?

This funding is available now. Each Region is allocated a set amount of Relative/Suitable Person Support Services funds. Social workers should work with their supervisor and area administrator to follow the regional approval process for authorization.

8. How do I authorize Relative/Suitable Person Support Services funds?

Social workers should use the following SSPS Codes:

- SSPS Code 3707A- Relative/Suitable Person Support Services

This service code is used to pay businesses for extraordinary costs incurred or costs that will be incurred by unlicensed relatives or other suitable persons at initial placement or during ongoing placement, which would likely prevent or cause a disruption in the relative placement if not reimbursed.

- SSPS Code 3705A- Relative/Other Suitable Persons Support Services

This service code is used to reimburse unlicensed relative caregivers or other suitable persons for extraordinary costs incurred or that will be incurred at initial placement or during on-going placement which would likely prevent or cause a placement disruption in the relative placement if not reimbursed.

9. Can I refer relatives to Aging and Disability Support Services (ADSA) if I can't access support funds?

No, please do not send relatives with a child placed by CA to ADSA to access relative support funds at that agency. Their dollars are budgeted only for relative caregivers **not** involved with CA.