

	INDIANA DEPARTMENT OF CHILD SERVICES TITLE IV-D POLICY MANUAL	
	Chapter 4: Temporary Assistance for Needy Families (TANF) Cases	Effective Date: 07/30/2020
	Section 6: Child Support Paid Directly to the TANF Recipient	Version: 1.1 Revision Date: 07/29/2020

BACKGROUND

N/A

POLICY

If a custodial party (CP) is receiving Temporary Assistance for Needy Families (TANF), the CP should be reminded that the court has ordered that all payments are to be paid through the Indiana State Central Collection Unit (INSCCU) or the Clerk of Courts and they are not to accept direct child support payments from the non-custodial parent (NCP). If the CP receives a direct child support payment, the CP must mail the payment to the INSCCU in the form of a personal check, money order, cashier's check, or certified check payable to INSCCU with a notation of the CP's name, the NCP's name, and the Title IV-D case number.¹ If the CP receives a direct child support payment in cash, the CP must take the cash to the Clerk of Courts for payment on the child support case or mail a payment in the same amount to INSCCU as described above.

If the Title IV-D Prosecutor's Office discovers that the CP has been receiving child support payments directly from the NCP and the CP has kept these payments, the Title IV-D Prosecutor's Office is strongly encouraged to notify the local Division of Family Resources (DFR) handling the TANF case.

If the NCP makes a payment directly to the CP that does not conform to the child support court order, the Title IV-D Prosecutor's Office is strongly encouraged to not include this payment in a payment calculation.

REFERENCES

- [465 IAC 1-1-8](#): Requirements for converting support payments received directly by the recipient; condition for continuing eligibility for assistance

PROCEDURE

N/A

FORMS AND TOOLS

N/A

¹ 465 IAC 1-1-8

FREQUENTLY ASKED QUESTIONS

1. Q. How should direct payments be handled with the NCP?
 - A. The Title IV-D Prosecutor's Office should first verify that the court order states the proper method of payment, either via the Clerk of Courts or INSCCU. If the order does not state this or is ambiguous, the Title IV-D Prosecutor's Office is strongly encouraged to obtain a court order clarifying the proper method of payment. Where the court order states where and how child support payments are to be made, the Title IV-D Prosecutor's Office has discretion on whether to give credit for direct payments although they are strongly encouraged not to do so.

2. Q. How should direct payments be handled with the CP?
 - A. If the Title IV-D Prosecutor's Office learns the CP received and kept direct payments, the Title IV-D Prosecutor's Office should first verify that the court order states the proper method of payment, either via the Clerk of Courts or INSCCU. If the order does not state this or is ambiguous, the Title IV-D Prosecutor's Office is strongly encouraged to obtain a court order clarifying the proper method of payment.

The Title IV-D Prosecutor's Office is also strongly encouraged to notify the CP of the proper method of payment and instructions for the CP to forward the payment for proper processing as set forth in 465 IAC 1-1-8.

Lastly, the Title IV-D Prosecutor's Office is strongly encouraged to notify the DFR of the direct payment. After being notified of the direct payment, it is then the DFR's responsibility to investigate the payment and take appropriate action.

RELATED INFORMATION

N/A

REVISION HISTORY

Version	Date	Description of Revision
Version 1	06/16/2015	Final approved version
Version 1.1	07/30/2020	Updated links and terminology