

## Questions?

Contact CEU Toll Free at  
1-877-265-0086 or email  
[Centralized.Eligibility@dcs.IN.gov](mailto:Centralized.Eligibility@dcs.IN.gov)

## REMINDERS:

- Clearly label documents (e.g., Preliminary Inquiry, Birth Certificates, etc.) and select 'Eligibility' as the subject matter to make them easier to locate in MaGIK.
- Multiple uploads/ documents can be saved to the same case note.
- Complete and upload to MaGIK all pages of the signed Title IV-E Information Form.
- The child's household in MaGIK should always reflect the individuals living in the home during the child's eligibility month (*the month of the event date*).
- Only one relationship between two individuals in MaGIK should be listed.

2020

# Title IV-A Emergency Assistance (EA)

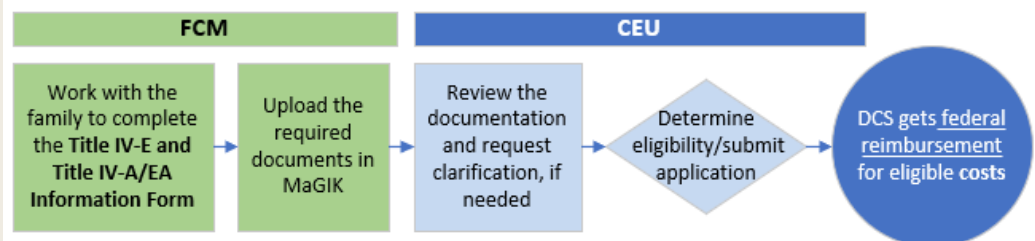
## Fact Sheet



## Did You Know?

- ✓ Title IV-A/EA (Emergency Assistance) is a federal program designed to provide funding for services to families for children who are deemed at imminent risk of harm due to a substantiation of abuse or neglect, or a CHINS adjudication.
- ✓ The EA application documents eligibility for federal funding for a variety of program costs, including Family Preservation Services.
- ✓ The child's eligibility month is based on the event date. *\*The eligibility month may differ from the month when involvement with the family began.*
  - For IA cases, the event date is the date the supervisor approves the IA Plan in MaGIK.
  - For In-Home CHINS cases, the event date is the date of the CHINS Petition. A Hearing Type of "Petition for CHINS" must be entered in MaGIK to generate an EA application. This Hearing Type should only be used for In-Home CHINS cases.
- ✓ The Central Eligibility Unit (CEU) will determine eligibility based on the information uploaded in MaGIK.

## Process



## Documentation

Upload the following documents in MaGIK within 30 days of the event date:

✓ Birth Certificate	✓ Preliminary Inquiry
✓ Title IV-E and IV-A/EA Information Form (SF 55435) for the eligibility month – Available on IARA <a href="https://www.in.gov/iara/3030.htm">https://www.in.gov/iara/3030.htm</a>	✓ Other Documentation to Support the EA Determination (such as): <ul style="list-style-type: none"><li>○ Intake Forms or Pay Stubs</li><li>○ Signed Parent Statements</li><li>○ List of individuals who resided in the home during the eligibility month</li><li>○ Individuals who will participate in Family Preservation services</li></ul>
✓ Informal Adjustment (signed)	✓ CHINS Petition (In-Home CHINS)