

Questions?

Contact CEU Toll Free at
1-877-265-0086 or Email
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 or documents can be saved to the same case note.
- Complete and upload to MaGIK all pages of the signed Title IV-E/EA 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.

2023

Title IV-A Emergency Assistance (EA)

For Family Preservation Services

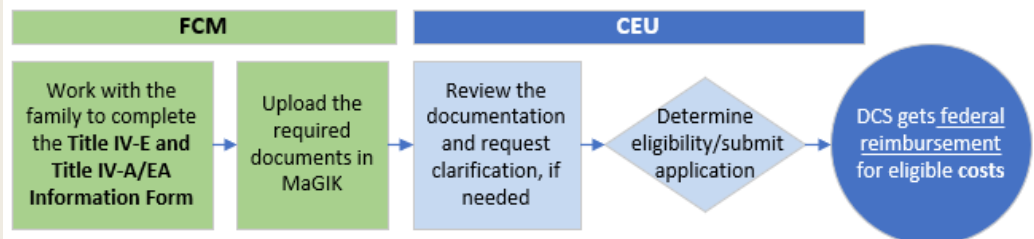
Fact Sheet



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 https://www.in.gov/iara/3030.htm	✓ Other Documentation to Support the EA Determination (such as): ○ Intake Forms or Pay Stubs ○ Signed Parent Statements ○ List of individuals who resided in the home during the eligibility month ○ Individuals who will participate in Family Preservation services
✓ Informal Adjustment (<i>signed</i>)	✓ CHINS Petition (<i>In-Home CHINS</i>)