

 INDIANA DEPARTMENT OF CHILD SERVICES	INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE POLICY	
	Chapter 15 : Eligibility	Effective Date: January 1, 2020
	Section 11: Title IV-A/EA (Emergency Assistance)	Version: 2

STATEMENTS OF PURPOSE

Title IV-A/Emergency Assistance (EA) is a federal program designed to provide funding for emergency assistance services to children and families served by the Department of Child Services (DCS), with the goal of maintaining children in their own home.

EA Eligibility

EA services are considered for a child living in his or her own home with a substantiated finding of child abuse and/or neglect (CA/N) that leads to an Informal Adjustment (IA) or Child in Need of Services (CHINS) adjudication. The emergency should be a crisis, which is expected to be resolved in 120 calendar days or less. The crisis should not be the result of the parent or caretaker refusing to accept employment or job-related training. An individual may be eligible for EA for up to 120 days.

Initial Eligibility

The following criteria must be met in order for a child to be eligible for EA:

1. A substantiated finding of CA/N or a CHINS adjudication;
2. Under age 18;
3. A United States (US) citizen or qualified alien;
4. Reside with someone during the eligibility month who meets the definition of specified relative. See separate policy, [15.2 Removal from a Specified Relative](#) for additional information; and
5. Member of an [Assistance Group \(AG\)](#) whose income is less than or equal to 250% of the federal poverty level.

Subsequent EA Eligibility

A family may be eligible for EA funding only once in a 12 month period. If any AG member was authorized for EA services in the 12 months prior to the application date, the child is ineligible.

Code References

[42 USC 604: Social Security Act Section 404](#)

PROCEDURE

The DCS Central Eligibility Unit (CEU) will:

1. Review the eligibility information in the case management system; and
2. Make a determination of whether the EA eligibility criteria are met.

PRACTICE GUIDANCE

EA Assistance Groups (AG)

Mandatory members of the EA AG include:

1. The child;
2. The child's minor siblings living in the household (including half and adoptive);
3. The child's parents (biological and adoptive); and/or
4. Non-parent/non-sibling relatives and non-related persons living in the household who agreed to participate in services.

Note: Step-parents and step-siblings are mandatory AG members if they are participating in services.

The following individuals are not eligible for EA services, and should also be excluded from the EA assistance group:

1. Illegal aliens;
2. Recipients of adoption subsidy, which includes Title IV-E Adoption Assistance (AAP) County Adoption Subsidy (CAS), or State Adoption Subsidy (SAS);
3. Recipients of Guardianship Assistance Program (GAP) funding, which includes Title IV-E GAP and State GAP (SGAP); and
4. Recipients of Supplemental Security Income (SSI).

The following individuals should be included in the EA AG; however, they are not eligible for EA and services should not be shared with them due to their active involvement with DCS:

1. A child who is a DCS ward or Juvenile Delinquent/Juvenile Status (JD/JS) who is in the home on a trial home visit (THV); and
2. A child with a JD/JS status who is involved with services through Probation.

Income Guidelines

The following income guidelines should be taken into consideration during this process:

1. Assets/resources of AG members are excluded from the income calculation;
2. Earned/unearned income is counted in the EA income determination;
3. The earned income of minors is countable if they are in the AG; and
4. There are no deductions for earned income, self-employment, or child support when calculating EA eligibility.

Authorized EA Services

The following guidelines should be followed regarding authorized EA services:

1. Each eligible child may receive the following services:
 - a. Clothing,
 - b. Non-medical counseling (e.g., education on safe sleep and appropriate behavioral interactions with a child),
 - c. Foster care assistance,
 - d. Licensed home placement,
 - e. Residential placement,
 - f. Drug screening/testing, and
 - g. **Concrete services;**
2. Each eligible adult household member may receive the following services:

- a. Non-medical counseling (e.g., education on safe sleep and appropriate behavioral interactions with a child), and/or
- b. Homemaker services (e.g., parenting classes and debt management).

FORMS AND TOOLS

1. [Title IV-E and Title IV-A/EA Information \(SF55435\)](#)
2. [EA Application](#) - Available in the case management system
3. [Preliminary Inquiry – available in CHINS Benchbook Forms](#)

RELATED INFORMATION

Concrete Services

Concrete services refers to goods and services designed to help a family succeed by increasing safety, decreasing the time to permanency, and/or increasing child well-being. Examples of concrete services include payment of utility bills, vehicle repairs, summer camp fees, and school supplies.