

	<b>INDIANA DEPARTMENT OF CHILD SERVICES TITLE IV-D POLICY MANUAL</b>	
	<b>Chapter 4: Temporary Assistance for Needy Families (TANF) Cases</b>	<b>Effective Date: 07/30/2020</b>
	<b>Section 7: Calculating the Amount of Support Retained as a Result of the Assignment</b>	<b>Version: 2 Revision Date: 07/29/2020</b>

**BACKGROUND**

The amount of support retained as a result of an assignment of child support is usually calculated after the family has stopped receiving Temporary Assistance for Needy Families (TANF).

**POLICY**

When there is an assignment of the family’s support rights, the amount of child support or child and spousal support assigned may not exceed the total amount of assistance paid to the family.<sup>1</sup> The amount of the assignment is the lesser of the child and spousal support owed, pursuant to court order, during the period of the TANF grant or the amount of the TANF grant during the period the obligor was under a court order to pay child support or child and spousal support.<sup>2</sup>

**REFERENCES**

- [IC 31-25-4-17](#): Support related duties of bureau
- [42 U.S.C. § 608](#): Prohibitions; requirements
- [42 U.S.C. § 657](#): Distribution of collected support
- [45 C.F.R. § 302.50](#): Assignment of rights to support
- [45 C.F.R. § 302.51](#): Distribution of support collections

**PROCEDURE**

The Affidavit of TANF Record is a research document used by the Child Support Bureau (CSB) to document the Total Unreimbursed TANF for a custodial party (CP), also referred to as UPPA (Unreimbursed Past Public Assistance). CSB staff will calculate the amount of child support or child and spousal support retained as a result of the assignment of rights on the Affidavit of TANF Record using the following steps:

1. List all TANF received by the CP as far back as the earliest date on the PPA Report in Cognos/Data Warehouse.
2. List the total amount of child support or child and spousal support collections from ISETS only, pursuant to a valid court order during the period of the TANF grant.<sup>3</sup> Pre-ISETS

<sup>1</sup> 42 U.S.C. § 608(a)(3)

<sup>2</sup> IC 31-25-4-17(e)

<sup>3</sup> 45 C.F.R. § 302.50(a)

child support or child and spousal support collections from microfiche will no longer be included in the calculation.

3. List only collections retained by the State from ISETS.
4. The lesser of the total TANF grant (step #1) or the child support or child and spousal support ordered pursuant to a valid court order (step #2) is the total amount owed to the State.<sup>4</sup>
5. Determine the amount actually paid to the State in account 40.
6. Subtract the amount actually paid to the State (step #5) from the amount owed to the State (step #4). This amount is the total unreimbursed TANF.

Refer to [Reading an Affidavit of TANF Record Desktop Guide](#) for detailed instructions.

The result is the remaining amount owed to the State or the amount overpaid to the State. In the event of an overpayment, the Title IV-D Prosecutor's Office shall contact the Adjustment Unit at CSB to have the money redirected from the State to the CP. See the [Calculating State-Owed Arrears Smart Guide](#) for full instructions on this process.

## FORMS AND TOOLS

Title IV-D Prosecutor's Office may obtain the Past Public Assistance (PPA) Grant Research Report in Data Warehouse. This report lists the monthly amount of the TANF grant for the duration of the grant. Data Warehouse is accessed through the [Child Support Resources website \(CSR\)](#). The CP's Social Security or Recipient Identification (RID) number is entered to retrieve the record of the amount of TANF assistance.

If the Title IV-D Prosecutor's Office needs additional PPA research on a case, it may send the Affidavit of TANF Record to CSB's Public Assistance Research and Recovery unit (PARR). The Affidavit of TANF Record is found in the document generation program of the statewide child support system.

For additional information or assistance in calculating State-owed arrearage, the PARR unit may be contacted through the PARR Supervisor or Team Lead as noted on the [CSB Contacts List](#).

[Calculating State-Owed Arrears Smart Guide](#)  
[Reading an Affidavit of TANF Record Desktop Guide](#)

## FREQUENTLY ASKED QUESTIONS

N/A

## RELATED INFORMATION

In certain situations, the children of a household may be receiving TANF assistance and have multiple child support obligors. In these situations, all incoming child support or child and spousal support money is first paid to the State, regardless of which obligor makes the payment.

When the total amount of TANF assistance is less than the total child support or child and spousal support obligation for all obligors, child support or child and spousal support collected is

---

<sup>4</sup> IC 31-25-4-17(e)

first paid to the State up to the amount of the UPPA balance listed in ISETS.<sup>5</sup> Once the UPPA is zero, any additional child support or child and spousal support collected in that month is held until the beginning of the following month when it is disbursed to the CP.<sup>6</sup> This payment is known as an excess disbursement, or EXDB payment, and can be found by looking at the Inquire CP IV-A Data screen in ISETS.

When the total amount of TANF assistance is greater than the total child support or child and spousal support obligation for all obligors, child support or child and spousal support collected is first paid to the State up to the amount of each individual obligor's child support or child and spousal support obligation.<sup>7</sup>

When a CP and child(ren) are no longer receiving TANF, once the current month's child support or child and spousal support obligation is fulfilled, any additional amounts are applied first to arrearage owed to the CP and then to arrearage owed to the State - with the exception of collections from federal tax intercepts which are applied to arrearage owed to the State.<sup>8</sup>

<b>REVISION HISTORY</b>
-------------------------

<b>Version</b>	<b>Date</b>	<b>Description of Revision</b>
Version 1	06/16/2015	Final Approved Version
Version 2	07/30/2020	Updated to reflect new procedure for calculating CP's total unreimbursed TANF amount; also updated links and terminology

---

<sup>5</sup> 42 U.S.C. § 657(a)(3)

<sup>6</sup> 42 U.S.C. § 657(a)(1)

<sup>7</sup> 42 U.S.C. § 657(a)(3)

<sup>8</sup> 45 C.F.R. § 302.51(a)(1)