



DELAWARE HEALTH  
AND SOCIAL SERVICES  
Division of  
Social Services

December 22, 2014,

Susan Golonka, Acting Director  
Administration for Children and Families  
Office of Family Assistance  
5<sup>th</sup> Floor East  
370 L'Enfant Promenade, S.W.  
Washington DC 20447

Dear Ms. Golonka,

Delaware is pleased to submit the enclosed ACF-form 202, caseload reduction credit report for FY 2014. A hard and an electronic version of this report have also been submitted to the region 3 office.

If there are any questions about this submittal requiring clarification please contact me or:

Janneen Boyce  
Social Service Administrator, TANF  
Delaware Health and Social Services  
PO Box 906  
New Castle, DE, 19720  
Phone (302)-255-9608

Sincerely,

A handwritten signature in cursive script, reading "Elaine Archangelo".

Elaine Archangelo, Director  
Delaware Division of Social Services

cc: Eileen H. Friedman

## FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

**Date of Completion** December 10, 2014

**State:** Delaware

**Fiscal Year to which credit applies:** FY 2015

Overall Report  (check one)  
Two-parent Report

Apply the overall credit to the two-parent participation rate?  yes  
 no

### PART 1 –Eligibility Changes Made Since FY 2005 (Complete this section for EACH change)

1. Name of eligibility change: Solely State Funded (SSF) Program
2. Implementation date of eligibility change: October 1, 2006; Revised October 1, 2008
3. Description of policy, including the change from prior policy: Effective October 1, 2006, after receiving four months of “diversion” payments/non-assistance, Delaware began funding all two-parent families and certain disabled families that are unable to engage in work activities with State funds that are not claimed to meet the “maintenance-of-effort” (MOE) requirement. Prior to this, these same families were funded with Separate State Program (SSP) funds which were claimed for MOE. Effective October 1, 2008, in accordance with ACF’s clarification on diversion payments in TANF-ACF-PI-2008-05 (Amended), Delaware ended the prior diversion program and began funding two-parent families and disabled families that are unable to engage in work activities at application under a “solely State funded” program not claimed for MOE.
4. Description of the methodology used to calculate the estimated impact of this eligibility change (attach supporting materials to this form): Delaware tracks the actual number of cases that receive “solely State funded” (SSF) assistance in each month of the Federal fiscal year. This number of cases is reflected in the total row of the SSF Excel spreadsheet. Without this change in policy, the average number of cases receiving SSF assistance in each month of the year would have been included in the TANF/MOE caseload; therefore, the average caseload receiving SSF payments is the actual impact on Delaware’s total reported TANF caseload.

5. Estimated average monthly impact of this eligibility change on caseload in comparison year: -904

## FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

**Date of Completion** December 10, 2014

**State:** Delaware

**Fiscal Year to which credit applies:** FY 2015

1. Name of eligibility change: Applicant Participation Requirements & Denials
2. Implementation date of eligibility change: November 2006
3. Description of policy, including the change from prior policy: Prior Delaware policy required a client to participate in work activities once the application had been approved, but not before. Failure to participate or meet the “contract of mutual responsibility” resulted in a 3-step, progressive sanction. In step one, benefits were reduced by 1/3<sup>rd</sup> for up to two months, or until the client complied. In step two, benefits were reduced by 2/3rds for two months. In step three, if the client had failed to comply by the 3<sup>rd</sup> month, a permanent (non-curable) full-family sanction was imposed. Under the revised policy, applicants are required to complete two consecutive weeks of full compliance with employment and training requirements as a condition of eligibility before the assistance grant is approved. Failure to complete the two consecutive weeks of compliance results in a denial of the application. The grant is paid back to the later of either the date of application, or the start of full compliance.
4. Description of the methodology used to calculate the estimated impact of this eligibility change: (attach supporting materials to this form) The methodology compares the actual number of case denials for failure to meet work requirements in FY 2014 compared to the actual number of cases which had been permanently closed with the full-family sanction under the prior policy during FY 2005. Delaware tracks the actual number of applications that are denied due to failure to meet the employment and training requirements. The methodology overstates the negative impact, since clients can immediately re-apply, comply and be granted assistance under the current policy, whereas the prior full-family sanctions were non-curable. However, data on the number of denials that reapply, comply and are granted assistance are not available.

5. Estimated average monthly impact of this eligibility change on caseload in comparison year: -37

## FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

**Date of Completion** December 10, 2014

**State:** Delaware

**Fiscal Year to which credit applies:** FY 2015

1. Name of eligibility change: Non-relative ad-litem/loco-parentis program
2. Implementation date of eligibility change: October 1, 2011
3. Description of policy, including the change from prior policy: Effective in FY 2012, Delaware began providing TANF assistance to non-relative ad-litem or acting in loco-parentis caretakers, as permitted by ACF policy. Prior to this change, benefits were not available for these families.

4. Description of the methodology used to calculate the estimated impact of this eligibility change: (attach supporting materials to this form) The actual number of cases headed by non-relative ad-litem or “loco-parentis” caretakers receiving TANF assistance is tracked by Delaware and the number receiving “assistance” each month is included in the ACF-202 Excel spreadsheet which calculates the average number or impact on the reported TANF caseload of these cases.

5. Estimated average monthly impact of this eligibility change on caseload in comparison year: 209

# FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

**Date of Completion December 10, 2014**

**State: Delaware**

**Fiscal Year to which credit applies: FY 2015**

1. Name of eligibility change:
2. Implementation date of eligibility change:
3. Description of policy, including the change from prior policy:
  
  
  
  
  
  
  
  
  
  
4. Description of the methodology used to calculate the estimated impact of this eligibility change:  
(attach supporting materials to this form)

5. Estimated average monthly impact of this eligibility change on caseload in comparison year:

**FORM ACF-202 – TANF CASELOAD REDUCTION REPORT**

**Date of Completion December 10, 2014**

**State: Delaware**

**Fiscal Year to which credit applies: FY 2015**

1. Name of eligibility change:
2. Implementation date of eligibility change:
3. Description of policy, including the change from prior policy:

4. Description of the methodology used to calculate the estimated impact of this eligibility change:  
(attach supporting materials to this form)

5. Estimated average monthly impact of this eligibility change on caseload in comparison year:

FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

Date of Completion December 10, 2014

State: Delaware

Fiscal Year to which credit applies: FY 2015

1. Name of eligibility change:
2. Implementation date of eligibility change:
3. Description of policy, including the change from prior policy:

4. Description of the methodology used to calculate the estimated impact of this eligibility change:  
(attach supporting materials to this form)

5. Estimated average monthly impact of this eligibility change on caseload in comparison year:

FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

Date of Completion December 10, 2014

State: Delaware

Fiscal Year to which credit applies: FY 2015

1. Name of eligibility change:
2. Implementation date of eligibility change:
3. Description of policy, including the change from prior policy:

4. Description of the methodology used to calculate the estimated impact of this eligibility change:  
(attach supporting materials to this form)

5. Estimated average monthly impact of this eligibility change on caseload in comparison year:



FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

**Date of Completion December 10, 2014**

**State: Delaware**

**Fiscal Year to which credit applies: FY 2015**

1. Name of eligibility change:
2. Implementation date of eligibility change:
3. Description of policy, including the change from prior policy:

4. Description of the methodology used to calculate the estimated impact of this eligibility change:  
(attach supporting materials to this form)

5. Estimated average monthly impact of this eligibility change on caseload in comparison year:

FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

Date of Completion December 10, 2014

State: Delaware

Fiscal Year to which credit applies: FY 2015

1. Name of eligibility change:
2. Implementation date of eligibility change:
3. Description of policy, including the change from prior policy:

4. Description of the methodology used to calculate the estimated impact of this eligibility change:  
(attach supporting materials to this form)

5. Estimated average monthly impact of this eligibility change on caseload in comparison year:

FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

Date of Completion December 10, 2014

State: Delaware

Fiscal Year to which credit applies: FY 2015

1. Name of eligibility change:
2. Implementation date of eligibility change:
3. Description of policy, including the change from prior policy:

4. Description of the methodology used to calculate the estimated impact of this eligibility change:  
(attach supporting materials to this form)

5. Estimated average monthly impact of this eligibility change on caseload in comparison year:

## FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

Date of Completion December 10, 2014

State: Delaware

Fiscal Year to which credit applies: FY 2015

### PART 2 – Estimate of Caseload Reduction Credit

(Complete Part 2 using Excel Workbook provided.) See the attached ACF-202 TANF Caseload Reduction Report Excel Workbook which reflects a total impact of a minus 732 (-732) cases due to the policy changes Delaware has implemented since FY 2005. With the actual caseload decline of reduction 1,037 (from 5,734 cases to 4,697 cases) plus “excess MOE” cases of 1,821, the caseload decline is 2,858. Subtracting the impact of the policy changes made by Delaware since FY 2005 (-732), results in a net impact decline of 2,126 or a caseload reduction credit of 37.1%.

FORM ACF-202 – TANF CASELOAD REDUCTION REPORT

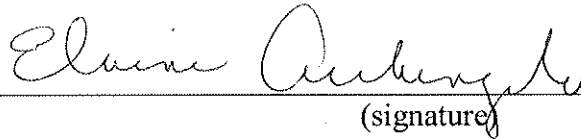
Date of Completion December 10, 2014

State: Delaware

Fiscal Year to which credit applies: FY 2015

**PART 3 -- Certification**

I certify that we have provided the public an appropriate opportunity to comment on the estimates and methodology used to complete this report and considered those comments in completing it. Further, I certify that this report incorporates all reductions in the caseload resulting from State eligibility changes and changes in Federal requirements since Fiscal Year 2005.

  
\_\_\_\_\_  
(signature)

\_\_\_\_\_  
Elaine Archangelo  
(name)

\_\_\_\_\_  
Director, Division of Social Services, Delaware Department of Health and Social Services  
(title)

**FORM ACF-202 – TANF CASELOAD REDUCTION REPORT**  
**Overall Credit**

	A	B	C	D	E	F
1	<b>Delaware</b>			<b>Fiscal Year to which credit applies:</b>		<b>2015</b>
2				<b>Date of Completion:</b>	12/4/2014	
3	<b>PART 2 – Estimate of Caseload Reduction Credit</b>					
4						
5	<u>Impact of All Changes</u>			<u>Caseload Reduction Calculation</u>		
6	Solely State Funded	-904		FY 2005 TANF Caseload	5,606	
7	Applicant participation Denials	-37		FY 2005 SSP Caseload	128	
8	Guardian & loco-parentis families	209		<b>Total FY 2005 Caseload</b>	<b>5,734</b>	
9				FY 2014 TANF Caseload	4,697	
10				FY 2014 SSP Caseload	0	
11				<b>Total FY 2014 Caseload</b>	<b>4,697</b>	
12				Excess MOE Cases in FY 2014	1,821	
13				<b>Adjusted FY 2014 Caseload</b>	<b>2,876</b>	
14				Caseload Decline	2,858	49.8%
15				Decline – Net Impact	2,126	
16						
17				Caseload Reduction Credit =		<b>37.1%</b>
18						
19						
20						
21						
22						
23						
24						
25						
26	<b>Net Impact</b>	<b>-732</b>				
27						
28						

**FORM ACF-202 – TANF CASELOAD REDUCTION REPORT  
Two-Parent Credit**

	A	B	C	D	E	F
1	<b>Delaware</b>			<b>Fiscal Year to which credit applies:</b>		<b>2015</b>
2				<b>Date of Completion:</b>	12/4/2014	
3	<b>PART 2 – Estimate of Caseload Reduction Credit -- 2-Parent Caseload</b>					
4						
5	<u>Impact of All Changes</u>			<u>Caseload Reduction Calculation</u>		
6				FY 2005 TANF 2-Parent Caseload		
7				FY 2005 SSP 2-Parent Caseload		
8				<b>Total FY 2005 Caseload</b>	<b>0</b>	
9				FY 2014 TANF 2-Parent Caseload		
10				FY 2014 SSP 2-Parent Caseload		
11				<b>Total FY 2014 2-Parent Caseload</b>	<b>0</b>	
12				Excess MOE 2-Parent Cases in FY 2014	0	
13				<b>Adjusted FY 2014 Caseload</b>	<b>0</b>	
14				Caseload Decline	0	0.0%
15				Decline – Net Impact	0	
16						
17				<b>2-Parent Caseload Reduction Credit =</b>		<b>0.0%</b>
18						
19						
20						
21						
22						
23						
24						
25						
26	<b>Net Impact</b>		<b>0</b>			
27						
28						

**Delaware**

Solely State Funded

Date of Completion: 12/4/2014

	Impact on Each Month in FY 2014												Grand Total	
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
<b>Time of Closure</b>														
Prior years carryover	-757	-643	-547	-465	-395	-336	-285	-243	-206	-175	-149	-127	-127	
Oct	-165	-140	-119	-101	-86	-73	-62	-53	-45	-38	-32	-28	-28	
Nov		-154	-131	-111	-95	-80	-68	-58	-49	-42	-36	-30	-30	
Dec			-99	-84	-72	-61	-52	-44	-37	-32	-27	-23	-23	
Jan				-127	-108	-92	-78	-66	-56	-48	-41	-35	-35	
Feb					-135	-115	-96	-77	-61	-49	-39	-31	-31	
Mar						-127	-108	-82	-66	-53	-42	-34	-34	
Apr							-114	-97	-82	-70	-60	-51	-51	
May								-163	-139	-103	-83	-66	-66	
Jun									-151	-128	-109	-93	-93	
Jul										-182	-155	-94	-94	
Aug											-172	-146	-146	
Sep												-166	-166	
<b>Total</b>	<b>-922</b>	<b>-937</b>	<b>-896</b>	<b>-888</b>	<b>-890</b>	<b>-884</b>	<b>-863</b>	<b>-883</b>	<b>-893</b>	<b>-920</b>	<b>-944</b>	<b>-923</b>	<b>-923</b>	<b>-10,843</b>
													FY 2014 monthly average	-904



**Delaware**

Applicant Participation Denials

Date of Completion: 12/4/2014

	Impact on Each Month in FY 2014												Grand Total	
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
<b>Time of Closure</b>														
Prior years carryover	176	159	167	169	192	194	151	148	148	156	179	154		
Oct	-200													
Nov		-133												
Dec			-142											
Jan				-183										
Feb					-230									
Mar						-220								
Apr							-245							
May								-228						
Jun									-203					
Jul										-235				
Aug											-173			
Sep												-250		
<b>Total</b>	-24	26	25	-14	-38	-26	-94	-80	-55	-79	6	-96		-449
	FY 2014 monthly average													-37

**Delaware**

Loco-parentis Parents

Date of Completion: 12/4/2014

	Impact on Each Month in FY 2014												Grand Total	
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
<b>Time of Closure</b>														
Prior years carryover														
Oct	213													
Nov		214												
Dec			216											
Jan				212										
Feb					200									
Mar						200								
Apr							214							
May								206						
Jun									207					
Jul										208				
Aug											207			
Sep												215		
<b>Total</b>	213	214	216	212	200	200	214	206	207	208	207	215		2,512
FY 2014 monthly average													209	

**FORM ACF-202 – TANF CASELOAD REDUCTION REPORT  
Excess MOE Worksheet**

	A	B	C	D	E	F
1	<b>Delaware</b>			<b>Fiscal Year to which credit applies:</b>		<b>2015</b>
2				<b>Date of Completion:</b>		12/4/2014
3				<b><u>Excess MOE Calculation Worksheet</u></b>		
4						
5	<b>Caseload Data</b>			<b>Expenditure Data</b>		
6	FY 2005 TANF Caseload	5,606		<b>Total Expenditures</b>		
7	FY 2005 SSP Caseload	128		FY 2014 Total Federal Expenditures		\$33,618,265
8	<b>Total FY 2005 Caseload</b>	<b>5,734</b>		FY 2014 Total MOE Expenditures		\$59,202,736
9	FY 2014 TANF Caseload	4,697		<b>Total Expenditures (Federal + MOE)</b>		\$92,821,001
10	FY 2014 SSP Caseload	0				
11	<b>Total FY 2014 Caseload</b>	<b>4,697</b>		<b>Assistance Expenditures</b>		
12				FY 2014 Federal Expenditures on Assistance		\$2,830,154
13	<b>2-Parent Caseload Data</b>			FY 2014 MOE Expenditures on Assistance		\$23,096,787
14	FY 2005 2-p TANF Caseload	0		<b>Total Expenditures on Assistance (Federal + MOE)</b>		\$25,926,941
15	FY 2005 2-p SSP Caseload	0		Percentage of Expenditures on Assistance		27.93%
16	<b>Total FY 2005 Caseload</b>	<b>0</b>				
17	FY 2014 2-p TANF Caseload	0		<b>Expenditures Per Case</b>		
18	FY 2014 2-p SSP Caseload	0		Average Expenditures per Case		\$19,762
19	<b>Total FY 2014 Caseload</b>	<b>0</b>		Average Expenditures per Case on Assistance		\$5,520
20						
21				<b>MOE and Excess MOE</b>		
22				Required MOE (80% or 75%)		\$23,222,474
23				Excess MOE Expenditures		\$35,980,262
24				Excess MOE Expenditures on Assistance		\$10,050,076
25	<b>Adjusted Caseload Data</b>					
26	Adjusted FY 2014 Overall Caseload	2,876		<b>Assistance Cases Funded by Excess MOE</b>		<b>1,821</b>
27	Adjusted FY 2014 2-parent Caseload	0		<b>2-Parent Assistance Cases Funded by Excess MOE</b>		<b>0</b>
28						
29						
30						
31						
32						