



TANF 103-2 Interview

Supersedes: TANF 103-2 (1/1/10)

Reference: ARM 37.78.206, .216 and .228

Overview: Individuals who are applying for TANF cash assistance are required to complete an interview within the 30-day application processing period and before TANF benefits can be issued. Interviewing includes securing specific information about the family's needs and circumstances.

All interviews will include an informed choice conversation.

PRIORITY APPOINTMENTS:

The OPA must attempt to provide a same day interview to all TANF applicants. If a same day interview is not completed, OPA must follow the on-demand interview process.

EMPLOYMENT AND TRAINING REFERRAL AT INTERVIEW:

At the initial interview, a referral must be made to the appropriate Employment and Training program for all work eligible individuals who are required to participate in employment and training activities. The applicant(s) must be advised of their rights and responsibilities related to work participation.

1. If the individual is referred to Pathways, the individual must be informed that:
 - a. TANF benefits cannot be authorized until they have negotiated an Employability/Service Plan (EP) with Pathways; and
 - b. TANF benefits will be pro-rated in the initial month of application based on the date that all household members who are work eligible individuals have negotiated an Employability/Service Plan with Pathways.
2. If the individual is referred to Tribal NEW, benefits can be authorized as soon as the referral is sent to Tribal NEW and all other eligibility requirements are met.

Effective Date: January 01, 2018