


<div>4</div> 	Division/Section	Family Support
	Chapter No./Name	4 – Economic Stability (ES)
	Part No./Name	Y – Forms and Forms Instructions
	Section No./Name	Y-7000 Miscellaneous Forms and Forms Instructions
	Document No./Name	TANF EZ Ins Eligibility Form
	Effective Date	March 3, 2025

CURRENT VERSION OF FORM: * 03/25

REPLACING: 03/24 ** Issue Obsolete

STOCKED: Copy as needed/On-Line Policy Management System

UNIT OF ISSUE: N/A (8 ½" X 11", 3 pages)

➤ PURPOSE

For completion by contractor/provider program staff to determine eligibility for TANF-funded services.

➤ PREPARATION

Complete in a single copy.

The TANF EZ consists of three pages which include:


1. Page One - Eligibility for TANF-Funded Services

- Section I (Identifying Information) - Includes information on the responsible family member applying for TANF-funded services.
- Section II (Eligibility Information) - Identifies the eligibility criteria a family must meet to receive TANF-funded services. Completed by the contractor/provider to identify which eligibility factor applies.
- Section III (TANF Service Goal) - Completed by the contractor/provider to identify which TANF Service Goal the family has met.
- Section IV (Eligibility Criteria) - Request for responsible family member's signature to certify that the information provided is true and correct and that the program staff person will be notified if the information changes.

Provider program staff completes the items required to reach a decision and provides their signature and date attesting that based on the information provided, the family is or is not eligible for TANF-funded services for the period.

2. Page Two - Family Income Financial Eligibility Worksheet

- Completed by provider program staff when the family is not financially eligible for TANF-funded services based on receipt of FITAP, KCSP, free/reduced school lunch, SNAP, Medicaid or LaCHIP to determine if the family is eligible for TANF-funded services based on the family income. If the family's income exceeds the 200% federal poverty level, the family is not eligible for TANF-funded services based on income.

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Provider program staff provides their signature and date attesting that based on the information provided, the family is or is not eligible for TANF-funded services based on income.

3. Page Three - Eligibility Worksheet for Non-Citizens

- Completed by provider program staff to determine eligibility for TANF-funded services for families who are non-citizens.

Provider program staff provides their signature and date attesting that based on the information provided, the family is or is not eligible for TANF-funded services based on the non-citizen status of relevant member(s).

➤ DISPOSITION

The provider must maintain the original form and supporting documentation in the participant's/applicant's file.