

WHAT IS KCSP?

The Department of Children and Family Services' Kinship Care Subsidy Program (KCSP) provides cash assistance of \$450 per month for each eligible child who resides with a qualified relative other than a parent.

WHAT ARE MY RIGHTS?

As an applicant you have certain rights.

You have a right to:

- Receive an application the same day you ask for it if the request is made in person.
- Turn in your application the same day you receive it.
- Receive your benefits (or be notified that you are not eligible for the program) within 30 days after you turn in your application.
- Have a fair hearing or a discussion with a supervisor if you disagree with any action taken on your case.

If you believe that you have been discriminated against because of race, color, national origin, sex, age, disability, or on the basis of religion or political beliefs, you may email your complaint to DCFS. BureauofCivilRights@LA.GOV or obtain a Civil Rights Complaint form at any local DCFS Office. You may also write to Department of Health and Human Services (DHHS), Regional Office for Civil Rights, 1301 Young Street – Suite 1169, Dallas, TX 75202.



For more information
on the Kinship Care Subsidy
Program, Call toll-free
1-888-LAHELP-U
(1-888-524-3578)

or visit

www.dcfslouisiana.gov/kcsp



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KCSP

Kinship Care Subsidy Program



WHO IS ELIGIBLE?

To be eligible for KCSP, the family must meet ALL conditions listed below:

- The child must live in the home of one of the following qualified relatives (either biological or adoptive): grandfather or grandmother (extends to great-great-great), brother or sister (including half), uncle or aunt (extends to great-great), stepbrother, stepsister, first cousin, including first cousin once removed, and nephew or niece (extends to great-great) or the legal spouse of the above-listed relatives even after the marriage is terminated by death or divorce.
- The child must have income less than \$450 per month.
- The child must be under 18 years of age.
- The child must be a resident of Louisiana.
- The child must be a citizen of the United States, a non-citizen national or qualified alien.
- The qualified relative must have legal custody or obtain it within one year of certification. Legal custody may be through a court and verified through court records or other reliable documents, or provisional custody by mandate. Provisional custody by mandate is a notarized authorization made by the person who has custodial rights of the child to a person of legal age to provide care, custody and control of a minor child.
- The qualified relative must have an annual income of less than 150% of the federal poverty threshold, in accordance with the qualified relative's family size. Income from all sources, except income for children receiving foster care payments or SSI, is considered a determination of eligibility. This includes income from Social Security, Veteran's benefits, Railroad Retirement, wages and any other regular income.
- The child must not receive SSI or foster care payments.



- The qualified relative must assign to the state all rights to child support from any other person and cooperate with Child Support Enforcement in obtaining child support for the child unless good cause is established.
- The qualified relative must furnish or apply for a social security number for the child.
- The parent(s) of the child must not live in the home of the qualified relative.



HOW AND WHERE DO I APPLY?

Visit www.dcf.la.gov/kcsp to apply online or to find a DCFS community partner in your area for applications and assistance. To request an application by mail, call 1-888-LAHELP-U (1-888-524-3578).

YOU MUST:

- Complete the application form
- Be interviewed.
- Answer all questions completely and honestly.
- Provide proof of statements made in the application regarding eligibility. This proof may include documentation of income, birth, or baptismal record to show the child's age/relationship, a copy of the court-awarded custody documents or notarized statement, or other documents needed to establish the child's relationship to the qualified relative.