

HOW AND WHERE DO I APPLY?

- A qualified relative applying for the child can apply online at www.dcfsls.gov/caf or at a local community partner. For a list of community partners, visit www.dcfsls.gov.
- DCFS must conduct an interview and obtain other verifications to determine if the child is eligible. Written information will help the local office to make a determination of eligibility promptly. For example, a birth certificate or baptismal record will show the child's age and relationship to the parent. If someone else applies, additional information is needed to establish the child's relationship to the applicant. A decision should be made within 30 days.
- Income from all sources must be taken into account in the determination of eligibility and amount of grant. This includes income from Social Security, veteran's benefits, Railroad Retirement, or wages, and any other regular income. However, the law exempts certain income.
- When you apply, be sure to give all of the facts concerning your situation.
- If you withhold information, misrepresent facts in any way, or fail to report changes as required, you may be prosecuted under the law or asked to repay the amount of assistance you received illegally.

The person who receives the benefits must notify DCFS of any changes in address, residence, living arrangements, and income according to the requirements of the reporting system to which they are assigned.

YOUR RIGHT TO A FAIR HEARING

If you believe the action on your case is not correct, or that a decision was not rendered on your application with reasonable promptness, you may request and obtain a fair hearing. The local office will present the evidence on which its decision was made, and you will be expected to present evidence to support your claim at the hearing.

If you wish to request a fair hearing, you should follow the instructions on the back of the notice you receive from the agency or contact the local office. Requests for fair hearings are mailed to the DCFS Bureau of Appeals, P. O. Box 2944, Baton Rouge, Louisiana 70821. The request must be made within 30 days after the local office decision.

CIVIL RIGHTS

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.



www.dcfsls.gov/fitap

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DCFS Form FITAP 5C, Issued 1/22 Replaces 7/19

FITAP

Family Independence Temporary Assistance Program





WHAT IS FITAP?

The Family Independence Temporary Assistance Program (FITAP) is a public assistance program that provides financial aid for children in their own homes who are in need because they do not have sufficient financial support from parents. The overall goal of FITAP is to decrease the long term dependency on public assistance by promoting job preparation and work. Public assistance is no longer a lifetime benefit but an opportunity to become independent after a financial crisis.

FITAP is authorized by the Social Security Act as amended by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996. Effective January 1997 FITAP is funded by the Temporary Assistance to Needy Families Block Grant. The Department of Health and Human Services is the federal agency responsible for its administration. The program is administered at the state level by the Department of Children and Family Services (DCFS).

For more information, call:
1-888-LAHELP-U
(1-888-524-3578)

WHO IS ELIGIBLE FOR FITAP?

To be eligible for FITAP, the family must meet all the conditions listed below:

- The child must live in the home of a parent or 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), stepfather, stepmother, 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.
- The child must be in need. This means that income available to care for the child does not meet his needs. DCFS has standard amounts based on the number of persons included in the grant. Income is subtracted from these amounts to determine need.
- The child must be under 18 years of age or 18 years of age and enrolled full time in a secondary school or in the equivalent level of vocational technical training.
- The child must be a resident of Louisiana.
- Proof of immunity or immunization against vaccine-preventable disease must be provided for each recipient under 18 years of age.
- The parent or qualified relative must present or apply for a social security number for each person for whom an application is made.
- Recipients must be citizens of the United States, non-citizen nationals, or qualified aliens.
- The child must not receive SSI or foster care payments.

- Recipients age 18 and over must cooperate in screening for substance abuse, and, if necessary, substance abuse testing, education and rehabilitation.
- Work eligible applicants and recipients must participate in the Strategies to Empower People (STEP) Program unless exempt under criteria established by the agency.

The average family consists of a mother and two children. The average grant in Louisiana is \$484 per month.

No. of persons	1	2	3	4	5	6	7	8	9
\$ per month	244	376	484	568	654	732	804	882	954

A child's parent who is absent from the home is expected to support the child. Efforts to secure support from the parent must be pursued to the extent provided by Federal and State law. R.S. 46.236.1 of the 1980 Louisiana Legislature provides that by accepting FITAP, the applicant or recipient assigns all support rights to the state.

