



STATE OF GEORGIA
Division of Family and Children Services

Nathan Deal
Governor

Bobby D. Cagle
Director

MEMORANDUM

TO: Bobby D Cagle, DFCS Director
FROM: Jon Anderson, DFCS Deputy Director
RE: TANF Manual Transmittal # 34
Date: November 23, 2016

THIS IS AN ACTION PAPER

Basic Issue/Question: Attached for your review is a copy of TANF Manual Transmittal # 34.

Key Information/Facts: The purpose of Manual Transmittal # 34 is to provide updates and changes to the TANF policy material as outlined in the cover letter.

Corrections to typographical errors were made where needed, but not always noted.

This transmittal is effective November 30, 2016.

ACTION NEEDED: DFCS Director's signature is needed on the attached cover letter that will be submitted with the transmittal.

If you have questions or concerns, please feel free to contact Annie Martin at (404) 657-3727 or by email at annie.martin@dhs.ga.gov.

Thank you.

Coordination/Approval:

Laura Beggs, TANF Unit Manager

Approve LB Date 11/22/16

Ann C. Carter, State Operations Director

Approve ACC Date 11/28/16



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November 23, 2016

TANF PROGRAM MANUAL TRANSMITTAL NO. 34

TO: District Managers, Deputy District Managers,
County Department of Family and Children Services and State Office Staff

FROM: Bobby D. Cagle, DFCS Director

RE: TANF Program Manual Transmittal No. 34

The purpose of Manual Transmittal #34 (MT34) is to add, edit and update the TANF Policy Manual.

Minor corrections to previously approved policy and typographical errors have also been made where necessary, but are not noted in this transmittal. In addition, minor changes and rearrangement of sentences and/or paragraphs have been made for clarity.

A highlighted section identifies changes in the text. Changes that do not affect the meaning of the text (e.g., grammatical or spelling corrections) have not been identified. Significant changes are noted below; however other minor changes might also have been made to the following sections.

Section 1210 – Grandparents Raising Grandchildren
Section 1820 – Work Activities
Section 1835 – Failure To Participate

IMPLEMENTATION

Changes are effective November 30, 2016

INSTRUCTIONS FOR MANUAL MAINTENANCE

Remove Policy and replace with the revised Policy.

Remove Section 1210 and replace with the revised Section 1210

Remove Section 1820 and replace with the revised Section 1820

Remove Section 1835 and replace with the revised Section 1835

Remove Appendix F and replace with the revised Appendix F

All Form replacements goes under the Form number. The instructions goes under the Form Name.

Remove Form 118 and replace with revised Form 118

Remove Form 136 and replace with revised Form 136

Remove Form 138 (SP) and replace with revised Form 138 (SP)

Remove Form 139 and replace with revised Form 139

Remove Form 173A and replace with revised form 173A

Remove Form 173A (SP) and replace with revised Form 173A (SP)

Remove Form 196 and replace with revised Form 196

Remove Form 196 (SP) and replace with revised Form 196 (SP)

Add Form 196A

Add Form 196A (SP)

Add Form 205

Add Form 205SP

Add Form 207

Add Form 207SP

Remove Form 239 and replace with revised Form 239

Remove Form 281 and replace with revised Form 281

Remove Form 354 and replace with revised Form 354

Remove Form 373 and replace with revised Form 373

Remove Form 489 (SP) and replace with revised Form 489 (SP)

Remove Form 490 and replace with revised Form 490

Remove Form 491

Remove Form 495 and replace with revised Form 495

Remove Form 508 and replace with revised Form 508

Remove Form 508 (SP) and replace with revised Form 508 (SP)

Remove Form 516 and replace with revised Form 516

Remove Form 516 (SP) and replace with revised Form 516 (SP)

Remove Form 517 and replace with revised Form 517

Remove Form 517 (SP) and replace with revised Form 517 (SP)

Remove Form 713 (CS) and replace with revised Form 713 (CS)

Remove Form 785 and replace with revised Form 785

Remove Form 809 and replace with revised Form 809

Remove Form 5459 and replace with revised Form 5459

Remove Form 5459 (SP) and replace with revised Form 5459 (SP)

Insert this cover letter in Appendix G immediately preceding the cover letter for Manual Transmittal #33.

ON LINE MANUAL UPDATE

The material contained in this transmittal will be updated on the ODIS website effective November 30, 2016.

Make the proper notation on the Record of Receipt of Manual Transmittals.