

**Pre-Expenditure Report for the  
2016-2017  
Social Services Block Grant**



**pennsylvania**  
**DEPARTMENT OF HUMAN SERVICES**

**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF HUMAN SERVICES**

**Theodore Dallas  
Secretary**

**June 2016**

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## **INTRODUCTION**

In 1981, Title XX of the Social Security Act was amended to establish the Social Services Block Grant (SSBG). States are allocated funds through the SSBG for provision of social services to children and adults that are aimed at one or more of the federal statutory goals. The Department of Human Services (the Department) is designated as the state agency responsible for administering the SSBG in Pennsylvania. Social services are funded through six Department program offices: the Office of Child Development and Early Learning; Office of Children, Youth and Families; Office of Mental Health and Substance Abuse Services; Office of Developmental Programs; Office of Income Maintenance; and Office of Special Programs. The planning process is based on program office information and justification of prior program activities. The Department does not use a needs assessment in distributing SSBG funds. Listed below are the services Pennsylvania proposes to deliver and the federal goals to which they are directed.

## **FEDERAL GOALS/PENNSYLVANIA SERVICES**

States must provide services that are consistent with one or more of the five federal goals:

1. Achieving or maintaining economic self-support to prevent, reduce, or eliminate dependency.
2. Achieving or maintaining self-sufficiency, including reduction or prevention of dependency.
3. Preventing or remedying neglect, abuse, or exploitation of children and adults unable to protect their own interests, or preserving, rehabilitating, or reuniting families.
4. Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care, or other forms of less intensive care.
5. Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions.

Pennsylvania Service		Federal Category		Federal Goals				
				1	2	3	4	5
County Assistance Office Service Planning/Case Management	(2) Case Management	X	X					
Subsidized Child Care	(6) Day Care - Children	X	X	X				
Family Planning	(9) Family Planning Services	X	X	X				
Homeless Assistance Program	(15) Housing Services	X	X	X				
Legal Services	(18) Legal Services	X	X	X	X	X		
Domestic Violence	(21) Protective Services – Adults; (22) Protective Services - Children			X				
Rape Crisis	(21) Protective Services – Adults; (22) Protective Services - Children			X				
Child Welfare Services	(22) Protective Services - Children		X	X	X			
Youth Development Services	(24) Residential Treatments	X	X					
Community Mental Health Services	(29) Other Services	X	X	X	X	X		
Community Intellectual Disabilities Services	(29) Other Services	X	X	X	X	X		

## **FISCAL AND REPORTING INFORMATION**

Since Federal Fiscal Year (FFY) 2002, Pennsylvania's estimated share of the SSBG allocation of \$1.7 billion is based on the prior ten years' trended allocation. Once the federal allocation is issued, any adjustments to the initial SSBG estimate are provided for out of the Pennsylvania carryover balance. For FFY 2017, Pennsylvania expects to receive a total of \$96.060 million, which comprises \$65.083 million in SSBG funding and \$30.977 million in TANF transfer funds.

States are required to submit an annual Pre-Expenditure Report to the U.S. Department of Health and Human Services on the intended use of SSBG funds. The Pre-Expenditure Report must be developed in a way that facilitates comments by any person, including any federal or public agencies, must be made public and must include:

- a. the intended use of SSBG funds;
- b. information on the types of activities or services to be supported; and
- c. information on the categories or characteristics of individuals to be served.

This document represents Pennsylvania's SSBG Pre-Expenditure Report for the period July 1, 2016 through June 30, 2017. The report and other documents have been posted on the Department's website for ongoing public review and comment. These documents are also available in written format upon request to the Department. Comments may be submitted to the Department through the website or through the U.S. Postal Service.

Specific and/or comprehensive fiscal information for programs and services that receive SSBG funds is included in the Governor's Proposed Fiscal Year 2016-2017 budget. The commonwealth has a single audit completed in compliance with the OMB Uniform Guidance. Information about both can be found at: <http://www.budget.pa.gov/PublicationsAndReports>

### **GENERAL ELIGIBILITY REQUIREMENTS FOR 2016-2017**

Eligibility requirements are contained in specific program regulations of the Department. The following general provisions will apply to all providers who use SSBG funds for social services.

### **NONDISCRIMINATION**

Individuals applying for, and receiving services may not be discriminated against because of race, color, religious creed, ancestry, national origin, age, sex, handicap, sexual orientation, or disability.

### **DEPARTMENTAL FAIR HEARING**

The Department's Appeal and Fair Hearing Regulations, contained in Title 55 PA Code, Chapter 275, Appeal and Fair Hearing and Administrative Disqualification Hearings, apply to the provision of Title XX social services unless otherwise provided by specific requirements.

**Part A. Estimated Expenditures and Proposed Provision Method**

OMB NO.: 0970-0234

EXPIRATION DATE: 11/30/2017

STATE: Pennsylvania	FISCAL YEAR: 2016-2017	REPORT PERIOD: 7/1/2016 6/30/2017
Contact Person: Kelly Leighty	Phone Number: (717) 705-0131	
Title: Director, Division of Financial Policy & Operations	E-Mail Address: kleighty@pa.gov	
Agency: Department of Human Services	Submission Date: May 2016	

	Service Supported with SSBG Expenditures	SSBG Expenditures		Expenditures of All Other Federal, State and Local funds**	Total Expenditures	Provision Method	
		SSBG Allocation	Funds transferred into SSBG*			Public	Private
1	Adoption Services						
2	Case Management	6,262,000			6,262,000	x	
3	Congregate Meals						
4	Counseling Services						
5	Day Care--Adults						
6	Day Care--Children		30,977,000		30,977,000	x	x
7	Education and Training Services						
8	Employment Services						
9	Family Planning Services	2,000,000			2,000,000	x	x
10	Foster Care Services--Adults						
11	Foster Care Services--Children						
12	Health-Related Services						
13	Home-Based Services						
14	Home-Delivered Meals						
15	Housing Services	4,183,000			4,183,000	x	x
16	Independent/Transitional Living Services						
17	Information & Referral						
18	Legal Services	5,049,000			5,049,000	x	x
19	Pregnancy & Parenting						
20	Prevention & Intervention						
21	Protective Services--Adults	6,484,936			6,484,936	x	x
22	Protective Services--Children	12,962,064			12,962,064	x	x
23	Recreation Services						
24	Residential Treatment	10,000,000			10,000,000	x	
25	Special Services--Disabled						
26	Special Services--Youth at Risk						
27	Substance Abuse Services						
28	Transportation						
29	Other Services***	17,817,000			17,817,000	x	x
30	SUM OF EXPENDITURES FOR SERVICES	64,758,000	30,977,000		95,735,000		
31	Administrative Costs	325,000					
32	SUM OF EXPENDITURES FOR SERVICES AND ADMINISTRATIVE COSTS	65,083,000	30,977,000				

\* From which block grant(s) were these funds transferred? TANF

\*\* Please list the sources of these funds: N/A

\*\*\* Please list other services: Community Mental Health Services; Community Intellectual Disabilities Services

**Part B. Estimated Recipients**

OMB NO.: 0970-0234

EXPIRATION DATE: 11/30/2017

STATE: Pennsylvania
FISCAL YEAR: 2016-2017

Service Supported with SSBG Expenditures	Children	Adults			Total Adults	Total
		Adults Age 59 Years & Younger	Adults Age 60 Years & Older	Adults of Unknown Age		
1 Adoption Services						
2 Case Management	1,188,500	1,650,500	420,000	-	2,070,500	3,259,000
3 Congregate Meals						
4 Counseling Services						
5 Day Care--Adults						
6 Day Care--Children	90,129	-	-	-	-	90,129
7 Education and Training Services						
8 Employment Services						
9 Family Planning Services	14,911	185,927	143	7	186,077	200,988
10 Foster Care Services--Adults						
11 Foster Care Services--Children						
12 Health-Related Services						
13 Home-Based Services						
14 Home-Delivered Meals						
15 Housing Services	28,621	22,792	2,831	21,670	47,293	75,914
16 Independent/Transitional Living Services						
17 Information & Referral						
18 Legal Services	2,382	47,659	9,057	-	56,716	59,098
19 Pregnancy & Parenting						
20 Prevention & Intervention						
21 Protective Services--Adults	-	94,439	4,039	6,456	104,934	104,934
22 Protective Services--Children	32,367	-	-	-	-	32,367
23 Recreation Services						
24 Residential Treatment	769	-	-	-	-	769
25 Special Services--Disabled						
26 Special Services--Youth at Risk						
27 Substance Abuse Services						
28 Transportation						
29 Other Services***	6,994	38,053	6,406	161,409	205,868	212,862
30 SUM OF RECIPIENTS OF SERVICES	1,364,673	2,039,370	442,476	189,542	2,671,388	4,036,061

**Note 1:** Estimated recipient counts may be duplicated between categories.

**Note 2:** Estimated recipient counts are reported for all funding sources; not exclusively for SSBG. This explains why there is a significant variance from past reporting periods for Family Planning Services and Legal Services.

**Note 3:** Estimated recipient count for Protective Services-Children decreased due to a change in methodology for the Child Welfare component to reduce duplication.

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 2 - CASE MANAGEMENT SERVICES**

### **Pennsylvania Service:**

County Assistance Office (CAO) Service Planning/Case Management

### **Definition of Child/Adult:**

For CAO Service Planning/Case Management Services, a child is defined as an individual under age 18. An adult is anyone 18 years of age or older.

### **Program Description:**

CAOs utilize Title XX funds to assure that public assistance recipients have access to needed community services.

### **Service Definitions:**

CAO service planning/case management consists of staff activities to assess need, arrange for, or follow up on services provided by other community agencies that enable public assistance recipients to achieve Title XX goals.

Service activities may include:

- exploring service needs and discussing available and acceptable service options with the recipient;
- arranging for the provision of needed medical, functional, psychological, psychiatric, social, or vocational diagnostic assessments;
- arranging for the prompt delivery of the requested services, taking into account the recipient's choice of service provider, if possible;
- liaising with all providers serving the recipient;
- providing personal advocacy, if needed, to ensure the satisfactory delivery of services;
- monitoring of the continuity or continued appropriateness of services; or
- following up to ensure recipient satisfaction and to offer additional services as needed;
- conducting a brief assessment (not diagnosis and evaluation) of the recipient's problem to make appropriate referral possible;
- providing information and referral services to recipients for community resources that provide or make available the needed services; and
- following up, as appropriate.

**PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY:  
2 - CASE MANAGEMENT SERVICES**

Service activities do not include providing information through the mass media or general public information methods except for the costs of advertising for the service itself.

Eligibility:

Individuals financially eligible for CAO service planning/case management are current recipients of:

- Temporary Assistance for Needy Families (TANF);
- Supplemental Security Income (SSI);
- Medical Assistance; and
- Supplemental Nutrition Assistance Program (SNAP).

Fees:

None.

Application for Service:

Individuals may request services at any CAO.

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 6 - CHILD DAY CARE SERVICES**

### **Pennsylvania Service:**

Subsidized Child Care Services

### **Definition of Child/Adult:**

For Subsidized Child Care Services, a child is defined as an individual under age 13. Children between the ages of 13 and 19 who are unable to care for themselves may be eligible for the service if proper medical documentation is provided.

### **Program Description:**

Subsidized child care services are provided through a system of grants to public and private agencies administered through the Office of Child Development and Early Learning, Bureau of Subsidized Child Care Services.

There are 42 Child Care Information Services (CCIS) agencies that cover each of the 67 counties that administer the subsidized child care program and information and referrals. The CCIS agencies purchase services from providers who the eligible parent has chosen. The CCIS agencies establish provider agreements with any licensed, registered, and legally unregulated provider who agrees to participate. A parent may choose care from any of these facilities.

### **Service Definition:**

Subsidized child care is care provided for part of a 24-hour day to children of low-income families whose parent(s)/caretaker(s) are working or receiving training.

Child care is provided to children up to the age of 13. Children between the ages of 13 and 19 who are unable to care for themselves may be eligible with medical documentation. This service does not include care provided by parents. This service may not be provided as a substitute for publicly-funded education programs such as kindergarten or other specialized treatment programs. Subsidized child care is provided to children in child care centers, group child care homes, family child care homes regulated by the Department, and legally unregulated care.

Types of services provided to:

- Infant (0 to 12 months);
- Toddler (13 months to 36 months);
- Preschool (37 months to entry into kindergarten);
- School Age (kindergarten to age 13);
- Special Needs (as documented).

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 6 - CHILD DAY CARE SERVICES**

The goal of subsidized child care is to provide low-income families with quality child care for their children to enable the parent(s)/caretaker(s) of these children to work or receive training. Service activities include:

- maintaining a safe and healthful environment for the child;
- implementing a written plan of daily activities and routines for the child;
- maintaining and updating child and employee records; and
- providing care which promotes the affective, cognitive, communicative, perceptual motor, physical, and social development of the child.

### Eligibility:

The parent(s) or caretaker(s) must:

- have a total family income which does not exceed 200 percent of the Federal Poverty Income Guidelines (FPIG) to enter the program or 235 percent of the FPIG to remain in the program, and;
- work at least 20 hours per week; or work a minimum of 10 hours per week and attend a training/education program for 10 hours per week; or be under the age of 18 and attend high school or a full-time general educational development program.

If the need for service is greater than the availability of funds in a county, the CCIS agency is required to maintain a waiting list of eligible children based on application date.

### Fees:

Fees are charged to all families, beginning at \$5.00 per week and increasing as the family's income increases. The fee is based on the family's monthly gross income and is adjusted for family size. The fee is a family fee regardless of the number of children in care.

### Application for Service:

Individuals may apply for subsidized child care at their local CCIS agency or through the Department's COMPASS website.

**PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY:  
9 - FAMILY PLANNING SERVICES**

**Pennsylvania Service:**

Family Planning Services

**Definition of Child/Adult:**

For Family Planning Services, an adult is defined as an individual 16 years of age or older.

**Program Description:**

Services under the Department's Family Planning Program are provided in all 67 counties through contracts with four regional management agencies, the Family Planning Councils, which contract with local family planning agencies.

**Service Definition:**

Family planning services meet contraceptive needs through the provision of educational, medical, and social services. Services enable recipients to determine family size, birth spacing, and prevent unplanned pregnancies.

**Eligibility:**

Individuals 16 and 17 years of age are eligible without regard to income.

Services are provided to individuals 18 years of age and older who are:

- current recipients of Temporary Assistance for Needy Families (TANF);
- current recipients of Supplemental Security Income (SSI); and
- those not described under this section whose family monthly gross income does not exceed 100 percent of the Federal Poverty Income Guidelines adjusted according to family size.

**Fees:**

None.

**Application for Service:**

Individuals may request services at local family planning agencies.

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 15 - HOUSING SERVICES**

### **Pennsylvania Service:**

Homeless Assistance Program

### **Definition of Child/Adult:**

The Homeless Assistance Program serves adults, defined as individuals 18 years of age and older, and families with children under age 18.

### **Program Description:**

The Department's Homeless Assistance Program (HAP) provides services through grants to the county commissioners who subcontract with local provider agencies.

HAP services are provided through the following service components:

- *Case Management* - Provides assistance to HAP recipients to access and coordinate activities and services needed to work towards permanent housing and self-sufficiency.
- *Rental Assistance* - Provides assistance to individuals and families to prevent or to end homelessness or near-homelessness. Assistance may be provided in the form of rental, mortgage arrearage, utility, or security deposit payments. Homelessness is ended by moving the recipients out of temporary living situations or shelters and into permanent housing. Evictions are prevented by providing payments for rent or mortgage arrearages so that individuals and families are able to maintain their own residences.
- *Bridge Housing* - Assists individuals and families experiencing homelessness for up to 18 months by providing housing and case management with the goal of returning the recipients to the most independent living situation possible.
- *Emergency Shelter - Adult Protective Service* - Provides shelter to individuals in immediate need who have no permanent residence. Service components include mass and individual shelter in congregate settings and individual shelter paid through a voucher system to house recipients in hotels, motels, or boarding homes.
- *Innovative Supportive Housing Services* - Allows counties to develop supportive housing services to address unique county needs which are not met within the other eligible HAP service components.

### **Service Definition:**

HAP services make available a continuum of service components to individuals and families experiencing homelessness and near-homelessness. These services help individuals and families in Pennsylvania who are experiencing homelessness, at risk of becoming homeless or near-homeless find refuge and care and to help them move toward self-sufficiency.

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 15 - HOUSING SERVICES**

### Eligibility:

To receive HAP services, an individual must be low-income and be in immediate need of shelter, at risk of becoming homeless, or be homeless or near-homeless. Individuals or families seeking emergency shelter services as a result of a disaster or domestic violence are not required to meet income guidelines.

Individuals or families are experiencing homelessness if they:

- reside in a group shelter, domestic violence safe home, hotel or motel paid for with public or charitable funds, a mental health, drug or alcohol facility, jail, or hospital with no place to reside; or living in a home, but due to domestic violence, need a safe place to reside;
- verify that they face foster care placement of their children solely because of lack of adequate housing or need housing to allow reunification with children who are in foster care placement;
- are living in a doubled-up arrangement for six months or less on a temporary basis;
- are living in a condemned building;
- are living in housing in which the physical location presents life and/or health threatening conditions; or
- are living on the streets, in cars, doorways, etc.

Individuals and families are experiencing near-homelessness if they:

- are facing eviction.

### Fees:

Counties utilizing the Bridge Housing component are permitted to charge fees in accordance with the fee scale developed by the county and service provider. No fees are charged under any other service component. However, if the HAP county contact and service provider determine that it is operationally and programmatically necessary to charge a fee to access emergency shelter, the HAP county contact must submit a waiver request to the Department. This request must describe how a fee will improve administrative efficiency and the health and safety of recipients, and foster independence.

### Application for Service:

Individuals may request service at local HAP service provider agencies designated by the county commissioners or county executive.

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 18 - LEGAL SERVICES**

### **Pennsylvania Service:**

Legal Service

### **Definition of Child/Adult:**

For Legal Services, a child is defined as an individual under age 18. An adult is anyone 18 years of age and older.

### **Program Description:**

Title XX Legal Services are provided by local legal services programs through a contract with the Pennsylvania Legal Aid Network.

### **Service Definition:**

Legal services are provided by lawyers and paralegal aides under their supervision to resolve or prevent the civil legal problems of an eligible individual or several eligible individuals sharing the same legal problem or circumstances. The provision of legal services must be consistent with the Code of Professional Responsibility and the Disciplinary Rules of the Supreme Court of Pennsylvania and other applicable rules of professional conduct. The service does not include political activities or the provision of direct service to organizations. Class action lawsuits are governed by special criteria available through the Department. The substantive services provided primarily fall within core areas which include: termination of employment and unemployment compensation; custody and other family law matters; insurance; health care; income and income supports; discrimination due to race, age, sex, or disability; wage and pension claims; housing; taxation; wills and estates; Social Security; disability; and debtor-creditor issues. It also includes protective services under the Pennsylvania Protection From Abuse Act, 23 PA C.S. Sections 6101, et. seq.

Service activities include:

- consultation and advice; and
- representation of individuals which includes, but is not limited to: legal assessment; negotiation; research and representation before district judges, courts, and administrative agencies.

Legal Service is provided neither in fee-generating cases nor in cases in which the Commonwealth of Pennsylvania or political subdivisions of the commonwealth have an obligation to provide counsel to the indigent. Legal services are not provided in criminal matters or in matters which, in the professional judgment of an attorney, are of little merit or which, under all circumstances presented by the person, are of no benefit to the person. A fee-generating case means any case or matter which, if undertaken on behalf of an eligible recipient by an attorney in private practice, reasonably may be expected to result in a fee for legal services to be paid from a monetary award made by a court or an administrative agency. The term "fee-generating case" does not include cases in which representation is permitted by 45 CFR §1609.4.

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 18 - LEGAL SERVICES**

The objective of legal services is to resolve civil legal problems, thus helping individuals to reach one or more of the five Title XX goals.

### Eligibility:

Individuals financially eligible are:

- current recipients of Temporary Assistance for Needy Families (TANF);
- current recipients of Supplemental Security Income (SSI);
- current recipients (both children and adults) who receive protective services under the Protection From Abuse Act;
- current recipients of Medical Assistance;
- those not described under this section whose family monthly gross income does not exceed 125 percent of the Federal Poverty Income Guidelines adjusted according to family size.

Recipients also must meet one of the two categories of need: (1) emergency situations; and (2) termination of employment and unemployment compensation; custody and other family law matters; insurance; health care; income and income supports; discrimination due to age, race, sex, or disability; wage and pension claims; housing; taxation; wills and estates; Social Security; disability; and debtor-creditor issues.

### Fees:

None.

### Application for Service:

Individuals may request services at local legal service provider agencies under contract or subcontract with the Department.

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 21 - PROTECTIVE SERVICES FOR ADULTS**

### **Pennsylvania Services:**

Protective Service - Domestic Violence  
Protective Service - Rape Crisis

#### **Protective Service - Domestic Violence**

### **Definition of Adult:**

For Domestic Violence Services, an adult is defined as an individual 18 years of age and older.

### **Program Description:**

SSBG funds provide protective services to victims of domestic violence through a contract with a statewide coalition which, in turn, subcontracts for services at the local level.

### **Service Definition:**

Protective services include a system of activities to assist individuals who are in situations of actual or threatened abuse.

Protective services are provided as intervention in a crisis situation and include all activities necessary to alleviate the problem or to remove the individual from the dangerous situation as detailed in the recipient's written service plan.

Service activities include, but are not limited to:

- making referral for financial aid, either in the form of emergency aid or in the form of ongoing income maintenance;
- providing assistance to obtain public benefits;
- arranging for or providing an individual and his/her dependents, for no more than 30 days in any six-month period, emergency shelter or housing, in the form of room and board, transportation services, and if other resources including Titles XVIII and XIX of the Social Security Act are not available, emergency health services and financial aid;
- providing or arranging for services necessary to enable the individual to remain in his or her own home;
- providing outreach services;
- arranging for medical, mental health, and/or intellectual disabilities assessments;
- arranging or referring individuals for services determined through assessment;
- arranging or referring for the provision of legal services and assistance, including the preparation of legal documents and direct representation in cases of exploitation, abuse, and/or neglect;

**PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY:  
21 - PROTECTIVE SERVICES FOR ADULTS**

- providing accompaniment to police, hospital, court, and/or social services and providing victim advocacy;
- providing supportive counseling, both in person and via telephone, and protective casework for as long as necessary to implement the recipient's service plan;
- providing preventative services for potential domestic violence victims and educating other service providers about dealing with victims of domestic violence;
- providing a 24-hour hotline service to victims; and
- recruiting and training volunteers to provide services.

**Eligibility:**

Individuals are eligible without regard to income.

**Fees:**

None.

**Application for Service:**

Individuals may request services at local domestic violence provider agencies under contract with the Department.

**Protective Service - Rape Crisis**

**Definition of Adult:**

For Rape Crisis Services, an adult is defined as an individual 18 years of age and older.

**Program Description:**

SSBG funds provide protective services to victims of sexual assault through a contract with a statewide coalition which, in turn, subcontracts for services at the local level.

**Service Definition:**

Protective services include a system of activities to assist individuals who are in situations of actual or threatened abuse.

Protective services are provided as intervention in a crisis situation and include all activities necessary to alleviate the problem or to remove the individual from the dangerous situation as detailed in the recipient's written service plan.

## **PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY: 21 - PROTECTIVE SERVICES FOR ADULTS**

Service activities include, but are not limited to:

- making referral for financial aid, either in the form of emergency aid or in the form of ongoing income maintenance;
- arranging alternate care, upon recipient consent;
- arranging for emergency health services and financial aid;
- providing outreach services;
- arranging for medical, mental health, and/or intellectual disabilities assessments;
- arranging or referring individuals for services determined through assessment;
- arranging or referring for the provision of legal aid, including the preparation of legal documents and direct representation in cases of exploitation, abuse, neglect, involuntary commitment, and competency proceedings;
- arranging with or referring the recipient to appropriate agencies or individuals for initiation of guardianship proceedings;
- providing victim advocacy and accompaniment to police, hospital, and court;
- providing crisis counseling, both in person and via telephone, and protective casework for as long as necessary to implement the individual service plan;
- educating service provider agencies to more effectively support victims of rape;
- providing a 24-hour hotline service to victims of rape and/or to the significant others of victims; and
- recruiting and training volunteers to provide services.

### Eligibility:

Individuals are eligible without regard to income.

### Fees:

None.

### Application for Service:

Individuals may request services at local rape crisis provider agencies under contract with the Department.

**PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY:  
22 - PROTECTIVE SERVICES FOR CHILDREN**

**Pennsylvania Services:**

Child Welfare Service  
Protective Service - Domestic Violence  
Protective Service - Rape Crisis

**Definition of Child:**

For Child Welfare Services, Domestic Violence Services and Rape Crisis Services, a child is defined as an individual under age 18.

\*Please refer to pages 14-16 for Domestic Violence and Rape Crisis program information.

**Child Welfare Service**

**Program Description:**

Services under the Department's Child Welfare Program are provided through grants to county children and youth social service agencies.

**Service Definition:**

Child welfare social services include certain activities performed by county children and youth social service agencies to alleviate or prevent conditions of dependency and delinquency of children and to strengthen the functioning of their families. Activities are defined in Title 55 PA Code, Chapter 3130, Administration of County Children and Youth Social Services Programs.

**Eligibility:**

Services are provided without regard to income to children and their families who are in need of the services. The need for services is determined in accordance with the definitions in Title 55 PA Code, Chapter 3130, Administration of County Children and Youth Social Services Programs and other applicable program regulations.

**Fees:**

Fees, if established, are based on the scale established by each county children and youth social service agency under Title 55 PA Code, Chapter 3130, Administration of County Children and Youth Social Services Programs, Section 3130.21(h)(3), if appropriate.

**Application for Service:**

Requests and referrals for services are made through each county children and youth social service agency.

**PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY:  
24 - RESIDENTIAL TREATMENT SERVICES**

**Pennsylvania Service:**

Residential Social Services for Adjudicated Delinquents

**Definition of Child:**

For Residential Social Services for Adjudicated Delinquents, a child is defined as:

- 1) An individual under 18 years of age;
- 2) An individual up to age 21 who committed an act of delinquency before reaching the age of 18 years; or
- 3) An individual who was adjudicated dependent before reaching the age of 18 years and who, while engaged in a course of instruction or treatment, requests the court to retain jurisdiction until the course has been completed, but in no event shall a child remain in a course of instruction or treatment past the age of 21 years.

**Program Description:**

The Department operates residential facilities which provide services for the rehabilitation of youth who have been adjudicated delinquent.

**Service Definition:**

The Youth Development Centers and Youth Forestry Camps provide residential social services for the rehabilitation of delinquent youth who require care, guidance, and control. Services are designed to meet the social, emotional, vocational, and educational needs of youth in care while ensuring accountability on the part of the youth to the victim, the community, the court, and family. Services are designed to enable youth to return to the community more capable of being law-abiding and productive members.

Services include, but are not limited to:

- diagnostic assessments of each delinquent youth;
- preparation, implementation, and monitoring of individual treatment service plans;
- provision of individual, group, and family counseling;
- psychological/psychiatric services;
- teaching of basic social, interpersonal, and living skills;
- provision of training in the development of job-related skills needed to obtain employment; and
- provision of socialization and recreation activities to foster individual growth and enable youth to reach maximum functioning while in placement and upon return to the community.

**PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY:  
24 - RESIDENTIAL TREATMENT SERVICES**

Eligibility:

All youth who are adjudicated delinquent and placed in a Youth Development Center or Youth Forestry Camp are eligible without regard to income as provided in the Juvenile Act, 42 PA C.S. § 6301 et seq. as amended.

Fees:

None.

Application for Service:

Admission to the facilities which provide this service is by court order in compliance with the Juvenile Act, 42 PA C.S. § 6301 et seq. as amended. Service is based on programmatic decisions made by staff of the facility from an assessment of recipient need.

**PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY:  
29 - OTHER SERVICES**

**Pennsylvania Services:**

Community Mental Health Services  
Community Intellectual Disabilities Services

**Definition of Child/Adult:**

For Community Mental Health Services and Community Intellectual Disabilities Services, a child is defined as an individual under age 18. An adult is defined as a individual 18 years of age or older.

**Community Mental Health Services**

**Program Description:**

The Department provides mental health services through grants to county mental health/intellectual disabilities (MH/ID) programs.

**Service Definitions:**

Community Mental Health Services provides a range of services and supports.

- Community residential rehabilitation services provide intensive, goal-directed supports in a non-medical setting, enabling recipients to achieve their maximum possible independence within a community.
- Vocational services enable individuals with mental disabilities to prepare for, secure, and retain employment.
- Service planning/case management services provide coordination, monitoring, and advocacy among all the services the recipient receives.
- Social rehabilitation services improve an individual's functioning in society by developing skills in areas including social competence, communication, and daily living.

Additional information regarding service definitions is available in Mental Health Bulletin Number OMHSAS-12-02, "Cost Centers for County Based Mental Health Services."

**Eligibility:**

Individuals who are diagnosed as having a mental health issue by the county MH/ID Program and who are eligible for full or partial support based on Title 55 PA Code, Chapter 4305, Liability for Community Mental Health and Intellectual Disability Service.

**Fees:**

Please see Title 55 PA Code, Chapter 4305, Liability for Community Mental Health and Intellectual Disability Service.

**PENNSYLVANIA SERVICE FOR FEDERAL CATEGORY:  
29 - OTHER SERVICES**

Application for Service:

Individuals may apply through the county MH/ID program.

Community Intellectual Disabilities Services

Program Description:

The Department provides services for individuals with intellectual disabilities through grants to county (MH/ID) programs.

Service Definitions:

Community Intellectual Disabilities Services consist of a comprehensive array of services and supports for people with intellectual disabilities. Private service providers, working under contract, or county MH/ID programs administer and/or provide services.

Specific activities and services include, but are not limited to:

- adult developmental training;
- community residential services;
- employment and employment-related services;
- family support services including respite care, behavioral support, family education/training, homemaker services, in-home therapy and
- supports coordination (case management).

Additional information regarding service definitions is available in Office of Developmental Programs (ODP) Bulletin #00-13-04, "Crosswalk between ODP Cost Center Codes and Human Services Block Grant Cost Center Codes" with attachment.

Eligibility:

Individuals who are diagnosed with intellectual disabilities by the county MH/ID program are eligible for full or partial support and services based on their assessed needs.

Fees:

Please see Title 55 PA Code, Chapter 4305, Liability for Community Mental Health and Intellectual Disability Service.

Application for Service:

Individuals may apply through the county MH/ID program.