



George E. Pataki
Governor

NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE
40 NORTH PEARL STREET
ALBANY, NY 12243-0001

Brian J. Wing
Commissioner

Local Commissioners Memorandum

Section 1

Transmittal:	01 LCM 10
To:	Local District Commissioners
Issuing Division/Office:	Division of Transitional Supports and Policy
Date:	August 10, 2001
Subject:	Availability of the "Youth Application for TANF Services" Form
Contact Person(s):	OTDA: Patricia Monks (518) 473-9675 ay3880@dfa.state.ny.us DOL: Barbara Guinn (518) 457-1228 usbbcg@labor.ny.us. OCFS: Catherine Couse (518) 474-9426 AW1130@dfa.state.ny.us
Attachments:	
Attachment Available On – Line:	Form LDSS-4770: "Youth Application for TANF Services"

Section 2

I. Purpose

This LCM introduces the “*Youth Application for TANF Services*” (LDSS-4770) form, which may be used to certify TANF Service for youths under 200% of the federal poverty level. Please note that the 200% of poverty criteria does not apply to those programs that are specifically allowed under State law to be provided without regard to income including Adolescent Pregnancy Prevention and Services (AAPS) and Advantage Afterschool.

II. Background

Local districts and agencies with TANF Services Programs have requested a short form to be used for school/youth based projects. This LCM introduces the short form, “*Youth Application for TANF Services*” (LDSS-4770) form.

III. Program Implications

This form may be used in lieu of the LDSS-4726, “*TANF Services Application/Certification*” under the following circumstances:

- ❑ The program is school based or is a youth program for minors under 18 (or under 19 if still in school), and
- ❑ The program is specifically for the child(ren) and does not include adult family members.

All of the following criteria must be met to certify the child as eligible for TANF Services using the school/youth form:

- ❑ The child must be under the age of 18 or under 19 if still in secondary school.
- ❑ The child must be born in the United States.
- ❑ The child must be in receipt of one or more of the following programs: Family Assistance, Safety Net Assistance, Medical Assistance, Food Stamps, School Lunch, the Home Energy Assistance Program (HEAP) and/or Supplemental Security Income (SSI), **and**
- ❑ A child under the age of 10 must be either living with a relative or in foster care with a plan to return home.

If the child does not meet all of the above criteria, the child may still be eligible for TANF Services. However, the LDSS-4726, “*TANF Services Application/Certification*” will have to be completed.

This form can be used effective immediately. Please note that this form will not be supplied by OTDA so districts must photocopy it locally should they choose to use it. Additionally, this form is being translated into Spanish; you will be notified when the Spanish version is available for use.

Issued By:

Name: *Shari Noonan*

Title: *Deputy Commissioner*

Department/Division: *Office of Temporary and Disability Assistance/Transitional Supports and Policy*

Name: *Karen B. Papandrea*

Title: *Director*

Department/Division: *Department of Labor/ Welfare-To-Work*

Name: *Nancy W. Martinez*

Title: *Assistant Director*

Department/Division: *Office of Children and Family Services/ Strategic Planning and Policy Development*