

# Bulletin

October 30, 2008

Minnesota Department of Human Services □ P.O. Box 64962, St. Paul, MN 55164-0962

**OF INTEREST TO**

- County Directors
- Social Services Supervisors and Staff
- Human Services Boards
- Legislative Staff

**ACTION/DUE DATE**

For informational purposes.

**EXPIRATION DATE**

September 30, 2009

## Minnesota 2007 Social Services Block Grant Title XX Annual Report

**TOPIC**

This bulletin provides an annual update on Minnesota's use of the federal Social Services Block Grant (SSBG) Title XX funding. It includes a post-expenditure report for federal fiscal year (FFY) 2007 and a pre-expenditure report for FFY 2009. This bulletin also provides an update on expenditures for Title XX Supplemental Emergency Funds for evacuees of Hurricanes Katrina, Rita and Wilma.

**PURPOSE**

The primary purpose of this bulletin is to inform and solicit comments from the public on Minnesota's use and intended use of Title XX funding and to provide guidance to counties for the provision of services using Title XX funds. Public input or comments should be directed to the contact below.

**CONTACT**

Paul H. Ramcharit  
Child Safety and Permanency Division  
PO Box 64962  
St. Paul, MN 55164-0962  
(651) 431-3877  
or [paul.ramcharit@state.mn.us](mailto:paul.ramcharit@state.mn.us)

**SIGNED**

---

CHARLES E. JOHNSON  
Assistant Commissioner  
Children and Family Services Administration

# Table of Contents

	<u>PAGE</u>
<b>Section I: Background on SSBG</b> .....	1
Legislative Authority.....	1
Purposes .....	1
Statutory Goals.....	1
Services Covered.....	1
Services Not Covered.....	2
Eligible Grantees.....	2
Application Process.....	2
Public Input .....	2
Reporting.....	3
Federal Office.....	3
Federal Allocations to States .....	3
<b>Section II: Recent Changes Under the SSBG</b> .....	4
Funding Extension .....	4
Performance Measure to Enhance Efficiency.....	4
<b>Section III: Minnesota's Administration of Title XX Funds</b> .....	5
Public Input .....	5
Eligibility Criteria .....	6
Federal Uniform Definition of Services .....	7
<b>Section IV: CY 2007 Title XX Post-expenditure Report</b> .....	17
Title XX Expenditures .....	17
Table Notes .....	17
Table 1: Social Services Expenditures within Federal Title XX Categories of Services (CY 2007).....	18
Table 2: Recipients Served within Federal Title XX Categories of Services (CY 2007) .....	19
<b>Section V: FFY 2007 Supplemental Emergency Fund Expenditure Report</b> .....	20
Background .....	20
Allowable Costs .....	20
County Actions.....	21
Table 3: Expenditures and Recipients Served up to June 30, 2008 .....	21
Table 4: Supplemental Expenditures (FFY 2007) .....	22
Table 5: Recipients Served by Supplemental Funds (FFY 2007).....	23
<b>Section VI: FFY 2009 Pre-expenditure Report</b> .....	24
Reporting Requirements.....	24
Flexibility to Counties .....	24
Services and Eligibility .....	24
Reporting Format .....	24
Funding .....	24
CCSA Consolidated Fund .....	24
Fees for Services .....	25
Median Income.....	25
Fee Schedule .....	25
Projected Recipients and Expenditures (CY 2009) .....	25
Table 6: Projected Expenditures and Recipients to be Served within Federal Title XX Categories of Services (CY 2009)....	26
<b>Section VII: Five-year Trend</b> .....	27
Table 7: Minnesota Title XX Expenditures (CYs 2003-07) .....	27
Table 8: Recipients Served within Federal Title XX Categories of Services (CYs 2003-07) .....	28
Alternative Formats .....	28

## **Section I: Background on SSBG**

### **Legislative Authority**

In 1975, a new Title XX was added to the Social Security Act which authorized federal funds to states for the provision of social services. Prior to Title XX, states received matching federal funds for specified categories of services, with eligibility for the services limited to receipt of public assistance under several titles of the Social Security Act.

Under Title XX, states were given increased flexibility to offer a wider range of services to a broader population of adults and children. The statute also included requirements regarding planning, public participation, income eligibility and administration.

### **Purposes**

In 1981 Title XX was amended to establish the Social Services Block Grant program (SSBG). The block grant statute gave states even greater flexibility in their use of these funds. Within the limitations specified by law, states determine what services are provided, the geographic areas in which each service will be provided, and whether the services will be provided by state or local agency staff, or through grants or contracts with private organizations.

### **Statutory Goals**

Services funded by the SSBG must be directed at one or more of five broad statutory goals:

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

### **Services Covered**

Social Services Block Grant funds enable each state to provide social services best suited to meet the needs of individuals residing within the state. Such services may be, but are not limited to: daycare for children or adults, protective services for children or adults, special services for persons with disabilities, adoption, counseling, case management, family planning, health-related services, transportation, foster care for children or adults, substance abuse prevention, legal assistance, housing, home delivered meals, congregate meals, independent/transitional living, special services for youth, employment services, or any other social services determined necessary by the state.

### **Services Not Covered**

Title XX block grant funds cannot be used for the following purposes:

- For purchase or improvement of land, or the purchase, construction or permanent improvement (other than minor remodeling) of any building or other facility
- For provision of cash payments for costs of subsistence, or for the provision of room and board (other than costs of subsistence during rehabilitation, room and board provided for a short term as an integral but subordinate part of a social service, or temporary emergency shelter provided as a protective service)
- For payment of wages of any individual as a social service (other than payment of wages of welfare recipients employed in the provision of child daycare services)
- For provision of medical care (other than family planning services, rehabilitation services, or initial detoxification of an alcoholic or drug dependent individual) unless it is an integral but subordinate part of a social service for which grants may be used under this title
- For social services (except services to an alcoholic or drug dependent individual or rehabilitation services), provided in and by employees of any hospital, skilled nursing facility, intermediate care facility, or prison, to any individual living in such institution
- For provision of any educational service which the state makes generally available to its residents without cost, and without regard to income
- For any child daycare services unless such services meet applicable standards of state and local law
- For provision of cash payments as a service (except as otherwise provided in this section)
- For payment of any item or service (other than an emergency item or service) furnished:
  - By an individual or entity during the period when such individual or entity is excluded pursuant to section 1128 or section 1128A Medicare, or any state health care program (i.e., Medicaid, Maternal and Child Health, or Block Grant for Social Services programs) from participation in the program under this title
  - At the medical direction or on the prescription of a physician during the period when the physician is excluded pursuant to section 1128 or 1128A from participation in the program under this title, and when the person furnishing such item or service knew or had reason to know of the exclusion (after a reasonable time period and after reasonable notice has been furnished to the person.)

### **Eligible Grantees**

States, territories, insular areas, the District of Columbia, and the Commonwealth of Puerto Rico are eligible grantees.

### **Application Process**

Each year, states must submit a report on the intended use of funds under this block grant. This is also referred to as the Pre-expenditure Report.

### **Public Input**

Title XX requires each state to report on the intended use of state payments, including information on the types of activities to be supported, and the categories or characteristics of individuals to be served. This report serves as the application for Title XX funds for the next federal fiscal year. The Title XX Intended Use Report is also required to be made public within the state to facilitate comments by individuals, federal or public agencies during its development and after its completion.

### **Reporting**

Grantees are required to prepare an annual report on the activities carried out with Title XX funds. This is also referred to as the Post-expenditure Report. The report must be in such form and contain such information that it can determine the extent to which funds were spent in a manner consistent with the report of projected activities submitted in the Pre-expenditure Report.

### **Federal Office**

The Office of Community Services (OCS), Administration of Children and Family Services (ACF), administers Title XX funding. For more information on SSBG and Title XX funding, visit the OCS Web site by accessing the link below:

<http://www.acf.hhs.gov/programs/ocs/ssbg/index.html>

### **Federal Allocations to States**

Funds are allocated in proportion to each state's population. Allocations are adjusted each year using available population data from the Bureau of the Census.

Federal Fiscal Year	Appropriations	
	US (billion)	MN (million)
2002	\$1.7	\$29.6
2003	\$1.7	\$29.5
2004	\$1.7	\$29.4
2005	\$1.7	\$29.4
2006	\$1.7	\$29.4
2007	\$1.7	\$29.3
2008	\$1.7	\$29.2
2009	\$1.2 *	\$20.6 *

\*The president's FFY 2009 proposed budget called for a \$500 million reduction in the Social Services Block Grant to states, from \$1.7 billion to \$1.2 billion. As of the publication date of this bulletin, no final budget agreement has been reached. Funding for SSBG for FFY 2009 is on a continuing resolution.

## **Section II: Recent Changes Under the SSBG**

### **Funding Extension**

Under the Department of Defense Appropriations Act of 2006, also known as the Emergency Supplemental Appropriations Act, states were given supplemental funds to address the needs of evacuees from the 2005 hurricanes. Minnesota was allocated \$153,936 in supplemental funds. The original deadline to expend supplemental funds was Sept. 30, 2007. In May 2007, the president signed new legislation extending the deadline two years, to Sept. 30, 2009. States are advised to use the supplemental funds to address the pressing social and health services needs of individuals affected by the 2005 hurricanes, and for the repair, renovation and construction of facilities for authorized purposes. States are required to submit separate annual Post-expenditure Reports on the use of these supplemental funds. See Section V for more details.

### **Performance Measure to Enhance Efficiency**

Under the authority of the president's Management Agenda, the Office of Management and Budget (OMB) implemented the Performance Assessment Rating Tool (PART). PART examines program design, purpose, strategic planning, goals, program management and results to assess program efficiency and effectiveness. Based on this performance measurement, program outcomes are linked to program budgets.

In calendar year 2005, OMB conducted a PART review of the SSBG program, which received a rating of Result Not Demonstrated, due in part, to its lack of a national performance measurement system. The PART assessment concluded that SSBG's evaluation of activities and programs did not necessarily measure the effectiveness of the program.

In response to the PART assessment, the SSBG program is developing strategies, including annual long-term performance measures, to ensure that SSBG's funds are spent effectively and efficiently. Toward this goal, the SSBG program is implementing an accountability measure designed to decrease the percentage of SSBG funds identified as administrative costs in the Post-expenditure Reports by states to 9 percent. This 9 percent of the total SSBG allotment would include any transfer from the Temporary Assistance for Needy Families program. The target date for this goal is Sept. 30, 2008. Additional information on SSBG PART assessment can be viewed at:

<http://www.whitehouse.gov/omb/expectmore/about.html>

## **Section III: Minnesota's Administration of Title XX Funds**

With two exceptions, Social Services Block Grant funds (Title XX) are allocated to Minnesota's 87 counties. The two exceptions are funds retained by the Minnesota Department of Human Services for administration of the Title XX program and for the Migrant Daycare contract. The Migrant Daycare contract provides child care in a number of counties under the administration of a single contractor, with supervision by the department. The definition and eligibility for this service is provided under Eligibility Criteria below.

Delivery of social services is the responsibility of the counties, either by directly providing them or contracting with public or private providers. Eligibility and fees for most services in this report are at the discretion of the respective county board of commissioners. All counties use sliding fee schedules based on income. The services that have fees, and the client groups that are charged fees, vary from county to county. Most counties have established maximum income eligibility limits and some have also established limits on real and personal property. The Eligibility Criteria section indicates the persons and services exempt from fees and eligibility criteria. With some exceptions, counties may elect not to provide all the services in Minnesota's taxonomy of services.

### **Public Input**

As required by law, this report is available to the public for comments on expenditures during the past FFY and intended use of funds for the upcoming FFY.

The department will continue to publish this report annually and make it available for public comment. In addition, the department is requiring local social service agencies, in alternate years, to solicit public comment and provide public notice on the intended use of federal Title XX funds through the Minnesota Family Investment Program (MFIP)/Children and Community Services Act (CCSA) Biennial Service Agreement process. This is required of local agencies by the department in fulfillment of the public notice requirements in Minnesota Statutes, section 256M.30, subdivision 6 and section 256J.626, subdivision 4, paragraph d. The next Biennial Service Agreement is for calendar years 2010-11.

Public comments and feedback on the report should be sent to:

Paul Ramcharit  
Child Safety and Permanency Division  
PO Box 64962  
St. Paul, MN 55164-0962  
E-mail: [paul.ramcharit@state.mn.us](mailto:paul.ramcharit@state.mn.us)

## **Eligibility Criteria**

### *Definition of a child and adult*

A child is from birth through age 17. An adult is age 18 and over.

### *Assessment of individual needs*

Services must be based upon an assessment of a person's individual need for a service. Individuals have the right to accept or reject services.

The following services are available to all persons in all counties: assessment of the needs of each person applying for assistance, adult protection, child protection, child welfare, detoxification, 24-hour emergency telephone mental health services and outpatient mental health services.

### *Persons not required to pay fees*

The following persons are eligible for services and not charged a fee: recipients of Minnesota Family Investment Program (MFIP); recipients of Minnesota Supplemental Assistance and General Assistance; persons wishing to adopt a hard-to-place or special needs child; and children birth through age 2 years who have physical or developmental disabilities for core early intervention services under Part C of the Individuals with Disabilities Education Act. [20 USC 1400 et seq.]

### *Eligibility by age*

Eligibility for specified children's services may be less than age 18, and may extend through age 21, under the following specified and limited conditions:

- Child care services through the Child Care Assistance Program are for children through age 12, or for those children through age 14 who have special needs
- Children in an adoption assistance situation over age 17 living at home, whose employment is not self-sustaining, or those enrolled in a secondary education program (high school), are eligible for services up to age 22
- Persons who are state wards may request social and financial services if they were wards on their 18<sup>th</sup> birthday and whose employment is not self-sustaining; or those needing continuing education or training beyond high school, may receive counseling services, access to community resources, and independent living skills services through age 20
- Persons in substitute care at age 18 are eligible for social services through age 20, if they remain in substitute care
- Persons eligible for Title IV-E Foster Care through age 18 are also eligible to receive social services
- Adolescents in an independent living skills program for ages 16-21 who are currently in substitute care, or have been in substitute care any time after age 14, and who have the potential to become self-sufficient adults, are eligible to participate in an applicable Student Educational Loan Fund (SELF) program to age 21
- The county board may continue to provide mental health services as defined in Minnesota Statutes, sections 245.487 to 245.488, to persons over 18 years of age but under 21 years of age, if the person was receiving case management or family community support services prior to age 18, and if one of the following conditions is met:
  - The person is receiving special education services through the local school district
  - It is in the best interest of the person to continue services defined in Minnesota Statutes, sections 245.487 to 245.488.



*Child care assistance*

Child care assistance is available through the Child Care Assistance Program, supervised by the Minnesota Department of Human Services and administered through the county system. Child care assistance is available to TANF/MFIP families who are employed, seeking employment, or who are participating in MFIP employment services. Child care assistance is also available to employed non-TANF/MFIP families through the transition year, and to low income families employed, seeking employment, or in approved education and training programs through the Basic Sliding Fee program.

*Migrant child care*

Migrant child care is available in selected areas of Minnesota as specified by the department in the Minnesota Migrant Child Care contract. Children whose parents, guardians, or current caretakers have changed residences within the past 24 months, either between states or from county-to-county within the state, to obtain employment in a temporary or seasonal agricultural activity, are eligible to receive this service.

*Eligibility for other services*

Family preservation services must be provided at no cost to the client, without regard to the client's available income or assets.

Children diagnosed with developmental disabilities must be provided case management services. Adults diagnosed with developmental disabilities must be provided day training, habilitation services, and case management services if their case plan indicates a need for such services.

Children's mental health services are available as follows:

- Education and prevention, early identification and intervention, and emergency services are available to all children
- Emotionally disturbed children are eligible for outpatient treatment services, in addition to the services listed above
- Children with a severe emotional disturbance are eligible for the services listed above, and case management services, family community support services, day treatment services, therapeutic support for foster care benefits assistance, residential treatment services, acute care hospital services, and when at risk of out-of-home placement, professional home-based family treatment services.

Some of the mental health services required by the Adult Mental Health Act are to be made available to the general public (i.e., education and prevention services and emergency services). Persons who have a mental illness are also eligible for outpatient, residential treatment, acute care hospital inpatient and regional treatment center services. In addition, persons who have a serious and persistent mental illness are eligible for community support, day treatment and case management services.

**Federal Uniform Definition of Services**

The 28 federal uniform definitions of services presented below are a combination, in most instances, of a number of department services. Federally defined service categories do not mean that all components in these uniform definitions are available in all counties, or to all persons wishing access to them. Information concerning eligibility for, and availability of services, should be obtained from the county agency in the area where services are to be provided.

Minnesota's classification scheme for planning, budgeting, reporting and accounting for social services has more than 160 services within six program areas—children's services, child care, chemical

dependency, mental health, developmental disabilities and adult services. Each of the 160 services in the six program service areas has been assigned to one of the applicable federal uniform service definitions. The number of recipients and expenditures are reported using the federal report format which includes the 28 federal services definitions and an "other" category of services. The Code of Federal Regulations, 45 CFR 96.74 (b) (1), requires the state to identify and define the "other services" when used in the Post-expenditure or Pre-expenditure Reports.

The following are the 28 federal uniform service definitions, including "other services."

**1. Adoption**

Adoption services are those services or activities provided to assist in bringing about the adoption of a child. Component services and activities may include, but are not limited to, counseling the biological parent(s), recruitment of adoptive homes, and pre- and post-placement training and/or counseling.

**2. Case management**

Case management services are services or activities for the arrangement, coordination and monitoring of services to meet the needs of individuals and families. Component services and activities may include individual service plan development; counseling; monitoring, developing, securing and coordinating services; monitoring and evaluating client progress; and assuring that client's rights are protected.

**3. Congregate meals**

Congregate meals are those services or activities designed to prepare and serve one or more meals a day to individuals in central dining areas in order to prevent institutionalization, malnutrition and feelings of isolation. Component services or activities may include the cost of personnel, equipment and food; assessment of nutritional and dietary needs; nutrition education and counseling; socialization; and other services such as transportation and information and referral.

**4. Counseling**

Counseling services are those services or activities that apply therapeutic processes to personal, family, situational, or occupational problems in order to bring about a positive resolution of the problem or improved individual or family functioning or circumstances. Problem areas may include family and marital relationships, parent-child problems, or drug abuse.

**5. Daycare - adults**

Daycare services for adults are those services or activities provided to adults who require care and supervision in a protective setting for a portion of a 24-hour day. Component services or activities may include opportunity for social interaction, companionship and self education; health support or assistance in obtaining health services; counseling, recreation and general leisure time activities; meals, personal care services; plan development; and transportation.

**6. Daycare - children**

Daycare services for children (including infants, pre-schoolers and school age children) are services or activities provided in a setting that meets applicable standards of state and local law, in a center or in a home, for a portion of a 24-hour day. Component services or activities may include a comprehensive and coordinated set of appropriate developmental activities for children, recreation, meals and snacks, transportation, health support services, social service counseling for parents, plan development, and licensing and monitoring of child care homes and facilities.

## **7. Education and training**

Education and training services are those services provided to improve knowledge or daily living skills and to enhance cultural opportunities. Services may include instruction or training in, but not limited to, such issues as consumer education, health education, community protection and safety education, literacy education, English as a second language and General Educational Development (GED) diploma. Component services or activities may include screening, assessment and testing; individual or group instruction; tutoring; provision of books, supplies and instructional material; counseling; transportation; and referral to community resources.

## **8. Employment**

Employment services are those services or activities provided to assist individuals in securing employment or acquiring or learning skills that promote opportunities for employment. Component services or activities may include employment screening, assessment or testing; structured job skills and job seeking skills; specialized therapy (occupational, speech, physical); special training and tutoring, including literacy training and pre-vocational training; provision of books, supplies and instructional material; counseling, transportation; and referral to community resources.

## **9. Family planning**

Family planning services are those educational, comprehensive medical or social services or activities which enable individuals, including minors, to determine freely the number and spacing of their children, and to select the means by which this may be achieved. These services and activities include a broad range of acceptable and effective methods and services to limit or enhance fertility, including contraceptive methods (including natural family planning and abstinence), and the management of infertility (including referral to adoption). Specific component services and activities may include pre-conception counseling, education and general reproductive health care, including diagnosis and treatment of infections which threaten reproductive capability. Family planning services do not include pregnancy care (including obstetric or prenatal care).

## **10. Foster care for adults**

Foster care services for adults are those services or activities that assess the need and arrange for the substitute care and alternate living situation of adults in a setting suitable to the individual's needs. Individuals may need such services because of social, physical or mental disabilities, or as a consequence of abuse or neglect. Care may be provided in a community-based setting, or arrangements made for institutionalization when necessary. Component services or activities include assessment of the individual's needs; case planning and case management to assure that the individual receives proper care in the placement; counseling to help with personal problems and adjusting to new situations; assistance in obtaining other necessary supportive services; determining, through periodic reviews, the continued appropriateness of, and need for placement; and recruitment and licensing of foster care homes and facilities.

## **11. Foster care for children**

Foster care services for children are those services or activities associated with the provision of an alternative family life experience for abused, neglected or dependent children, between birth and the age of majority, on the basis of a court commitment or Voluntary Placement Agreement signed by the parent or guardian. Services may be provided to children in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, pre-adoptive homes or supervised independent living situation. Component services or activities may include

assessment of the child's needs; care planning and care management to assure that the child received proper care in the placement; medical care as an integral but subordinate part of the service; counseling of the child, the parents, and the foster parents; referral and assistance in obtaining other necessary supportive services; periodic review to determine the continued appropriateness and need for placement; and recruitment and licensing of foster homes and child care institutions.

## **12. Health-related and home health**

Health-related and home health services are those in-home or out-of-home services or activities designed to assist individuals and families to attain and maintain a favorable condition of health. Component services and activities may include providing an analysis or assessment of an individual's health problems and the development of a treatment plan; assisting individuals to identify and understand their health needs; assisting individuals to locate, provide or secure, and utilize appropriate medical treatment, preventive medical care, and health maintenance services, including in-home health services and emergency medical services; and providing follow-up services as needed.

## **13. Home-based**

Home-based services are those in-home services or activities provided to individuals or families to assist with household or personal care activities that improve or maintain adequate family well-being. These services may be provided for reasons of illness, incapacity, frailty, absence of a caretaker relative, or to prevent abuse and neglect of a child or adult. Major components include homemaker services, chore services, home maintenance, and household management services. Component services or activities may include protective supervision of adults and/or children to help prevent abuse, temporary non-medical personal care, house-cleaning, essential shopping, simple household repairs, yard maintenance, teaching homemaking skills, training in self-help and self-care, assistance with meal planning and preparation, sanitation, budgeting and general household management.

## **14. Home delivered meals**

Home delivered meals are those services or activities designed to prepare and deliver one or more meals a day to an individual's residence to prevent institutionalization, malnutrition and feelings of isolation. Component services or activities may include the cost of personnel, equipment and food; assessment of nutritional and dietary needs; nutrition education and counseling; socialization services; and information and referral.

## **15. Housing**

Housing services are those services or activities designed to assist individuals or families in locating, obtaining, or retaining suitable housing. Component services or activities may include tenant counseling; helping individuals and families to identify and correct substandard housing conditions on behalf of individuals and families who are unable to protect their own interests; and assisting individuals and families to understand leases, secure utilities, make moving arrangements and minor renovations.

## **16. Independent and transitional living**

Independent and transitional living services are those services and activities designed to help older youth in foster care, or homeless youth, make the transition to independent living, or to help adults make the transition from an institution, or from homelessness to independent living. Component services or activities may include educational and employment assistance, training in daily living skills and housing assistance. Specific component services and activities may include supervised practice living and post-foster care services.

### **17. Information and referral**

Information and referral services are those services or activities designed to provide information about services provided by public and private service providers, and a brief assessment of client needs (but not diagnosis and evaluation) to facilitate appropriate referral to these community resources.

### **18. Legal**

Legal services are those services or activities provided by a lawyer, or other person(s) under the supervision of a lawyer, to assist individuals in seeking or obtaining legal help in civil matters such as housing, divorce, child support, guardianship, paternity and legal separation. Component services or activities may include receiving and preparing cases for trial, provision of legal advice, representation at hearings and counseling.

### **19. Pregnancy and parenting for young parents**

Pregnancy and parenting services are those services or activities for married or unmarried adolescent parents and their families designed to assist young parents in coping with the social, emotional and economic problems related to pregnancy and planning for the future. Component services or activities may include securing necessary health care and living arrangements; obtaining legal services; and providing counseling, child care education, and training in the development of parenting skills.

### **20. Prevention and intervention**

Prevention and intervention services are those services or activities designed to provide early identification and/or timely intervention to support families and prevent or ameliorate the consequences of abuse, neglect, or family violence, or to assist in making arrangements for alternate placements or living arrangements where necessary. Such services may also be provided to prevent the removal of a child or adult from the home. Component services and activities may include investigation; assessment and/or evaluation of the extent of the problem; counseling, including mental health counseling or therapy as needed; developmental and parenting skills training; respite care; and other services including supervision, case management and transportation.

### **21. Protective services for adults**

Protective services for adults are those services or activities designed to prevent or remedy abuse, neglect or exploitation of adults who are unable to protect their own interests. Examples of situations that may require protective services are injury due to maltreatment or family violence; lack of adequate food, clothing or shelter; lack of essential medical treatment or rehabilitation services; and lack of necessary financial or other resources. Component services or activities may include investigation; immediate intervention; emergency medical services; emergency shelter; developing case plans; initiation of legal action, if needed; counseling for the individual and the family; assessment/evaluation of family circumstances; arranging alternative or improved living arrangements; preparing for foster placement, if needed; and case management and referral to service providers.

### **22. Protective services for children**

Protective services for children are those services or activities designed to prevent or remedy abuse, neglect, or exploitation of children who may be harmed through physical or mental injury, sexual abuse or exploitation, and negligent treatment or maltreatment, including failure to be provided with adequate food, clothing, shelter, or medical care. Component services or activities may include immediate investigation and intervention; emergency medical services; emergency shelter;

developing case plans; initiation of legal action, if needed; counseling for the child and the family; assessment/evaluation of family circumstances; arranging alternative living arrangement; preparing for foster placement, if needed; and case management and referral to service providers.

### **23. Recreational**

Recreational services are those services or activities designed to provide or assist individuals to take advantage of individual or group activities directed towards promoting physical, cultural and/or social development.

### **24. Residential treatment**

Residential treatment services provide short-term residential care and comprehensive treatment and services for children or adults whose problems are so severe, or are such that they cannot be cared for at home or in foster care, and need the specialized services provided by specialized facilities. Component services and activities may include diagnosis and psychological evaluation; alcohol and drug detoxification services; individual, family and group therapy and counseling; remedial education and GED preparation; vocational or pre-vocational training; training in activities of daily living; supervised recreational and social activities; case management; transportation; and referral to and utilization of other services.

### **25. Special services for persons with developmental or physical disabilities, or persons with visual or auditory impairments**

Special services for persons with developmental or physical disabilities, or persons with visual or auditory impairments, are services or activities to maximize the potential of persons with disabilities, help alleviate the effects of physical, mental or emotional disabilities, and enable these persons to live in the least restrictive environment possible. Component services or activities may include personal and family counseling; respite care; family support; recreation; transportation; aid to assist with independent functioning in the community; and training in mobility, communication skills, the use of special aids and appliances, and self-sufficiency skills. Residential and medical services may be included only as an integral, but subordinate, part of the services.

### **26. Special services for youth involved in or at risk of involvement with criminal activity**

Special services for youth involved in or at risk of involvement with criminal activity are those services or activities for youth who are, or who may become, involved with the juvenile justice system and their families. Component services or activities are designed to enhance family functioning and/or modify the youth's behavior with the goal of developing socially appropriate behavior and may include counseling, intervention therapy, and residential and medical services if included as an integral but subordinate part of the service.

### **27. Substance abuse**

Substance abuse services are those services or activities that are primarily designed to deter, reduce, or eliminate substance abuse or chemical dependence. Except for initial detoxification services, medical and residential services may be included, but only as an integral but subordinate part of the service. Component substance abuse services or activities may include a comprehensive range of personal and family counseling methods, methadone treatment for opiate abusers, or detoxification treatment for alcohol abusers. Services may be provided in alternative living arrangements such as institutional settings and community-based halfway houses.

## **28. Transportation**

Transportation services are those services or activities that provide or arrange for the travel, including travel costs, of individuals in order to access services, or obtain medical care or employment.

Component services or activities may include special travel arrangements such as special modes of transportation and personnel to accompany or assist individuals or families to utilize transportation.

## **29. Other services**

"Other services" are services that do not fall within the definitions of the preceding 28 services. Other Services are defined below (by state social services code):

### **115x Interpreter services**

Provision of language interpreting services by a qualified language interpreter to ensure communication with non-English speaking persons, or the provision of oral or tactile interpreting services by a qualified sign language interpreter to ensure communication with persons who are deaf, hard of hearing, or deaf-blind.

### **198x Licensing and resource development**

Licensing of foster homes and various recruitment and development activities directed to ensure that needed services and resources are available, including studies of potential adoptive homes, and training foster and adoptive parents and substitute care providers.

### **298x Licensing and resource development**

Licensing of family daycare homes, or the in-home certification of daycare providers, and various recruitment and development activities directed toward ensuring that needed services and resources are available.

### **336x Supportive services**

Education provided to family members of a chemically dependent client receiving treatment, which is an adjunct service to family members of an active client, and is not provided as part of the treatment vendor services.

### **403x Client outreach (CPS)**

Services designed to locate adults within the community who have, or may have, serious and persistent mental illness, inform them of available community support services, and assure that they have access to those services. These services must be provided as part of the county's community support program as described in the county mental health plan and approved by the Department of Human Services.

### **404x Client outreach (FCSS)**

Services designed to locate children within the community who have, or may have, severe emotional disturbance, inform them or their families of available community support services, and assure that they have access to those services.

### **409x Pre-petition screening/hearing**

Investigation prior to a commitment hearing which includes a personal interview with the proposed patient, or others knowledgeable about the condition of the proposed patient; identification and investigation of the alleged conduct which is the basis for the application; preparation of a report to the county attorney listing reasons for rejecting or recommending alternatives to involuntary

placement; and attendance and participation at hearings or commitment proceedings. This service must meet standards specified in the Minnesota Commitment Act. [Minnesota Statutes, section 253B.07, subdivision 1]

**430x Other family community support services (FCSS)**

Community-based services provided under the clinical supervision of a mental health professional designed to help children with emotional disturbance to function and remain in the community.

These services can include any of the following:

- Medication monitoring
- Developing independent living skills
- Developing parenting skills
- Leisure and recreational activities
- Locating respite care and special needs daycare
- Assistance in obtaining financial resources, including applying for financial benefits
- Crisis assistance/crisis plan development.

**434x Other community support program services (CSP)**

Community-based services provided under the clinical supervision of a mental health professional designed to help adults with serious mental illness to function and remain in the community.

Services included under this category are:

- Development of a crisis assistance plan
- Medication monitoring
- Employability determination
- Psychosocial rehabilitation
- Assistance with independent living skills
- Housing support
- Other CSP services not listed elsewhere.

**435x Therapeutic support of foster care**

Mental health training and support services and clinical supervision provided by a mental health professional to foster families caring for children with severe emotional disturbance, to provide a therapeutic family environment and support for the child's improved functioning.

**452x Adult psychotherapy treatment**

Psychotherapy provided by or under the clinical supervision of a mental health professional to an adult with mental illness. This service is provided outside of an inpatient or residential setting and excludes psychotherapeutic services provided as part of a day treatment or community support program.

*Note: This code should be used for services provided by an OUTSIDE provider within an inpatient or residential treatment setting.*

**453x Child outpatient psychotherapy**

Psychotherapy provided to a child with an emotional disturbance under the clinical supervision of a mental health professional. This service is provided outside of an inpatient or residential treatment setting and excludes psychotherapeutic services provided as part of day treatment or family community support services.



*Note: This code should be used for services provided by an OUTSIDE provider within an inpatient or residential treatment setting.*

**467x Child day treatment**

A structured program of group psychotherapy and other intensive therapeutic services that are provided at least one day a week for a minimum three-hour time block by a multidisciplinary staff under the clinical supervision of a mental health professional. The purpose of these services is to stabilize the child's mental health status, and develop and improve the child's daily independent living and socialization skills. Child day treatment services must be coordinated and integrated with, or be part of, an education program offered by the child's school, but not part of inpatient or residential treatment services.

**468x Adult day treatment**

A structured program of group psychotherapy or other intensive therapeutic services that are provided consistent with an individual treatment plan under the clinical supervision of a mental health professional. Day treatment services are not part of inpatient or residential treatment services, but may be part of a community support services program.

**469x Partial hospitalization**

A time-limited structured program consisting of multiple and intensive therapeutic services provided as an alternative or adjunct to inpatient hospitalization. It is provided in an outpatient hospital or facility or community mental health center by a multi-disciplinary staff to a client experiencing an acute episode of mental illness that meets the criteria for an inpatient hospital admission, who has the necessary and appropriate family and community resources to support the client's residence in the community during the treatment. Providers must be Medicare certified.

**477x Sub-acute psychiatric care**

Intensive, short duration stay in a facility licensed under hospital rules for children and adolescents who are in crisis, at risk of psychiatric hospitalization, and in need of sustained intervention greater than children's mental health crisis services. This service may also follow inpatient psychiatric hospitalization as a transition to community-based services. This service is distinct from the crisis assistance services component of FCSS (430); this service must follow the receipt of children's mental health crisis services (432x), or inpatient hospitalization.

**509x Pre-petition screening/hearing**

Investigation prior to a commitment hearing which includes a personal interview with the proposed patient or others knowledgeable about the condition of the proposed patient; identification and investigation of the alleged conduct which is the basis for the application; preparation of a report to the county attorney listing reasons for rejecting or recommending alternatives to involuntary placement; and attendance and participation at hearings or commitment proceedings. This service must meet standards specified in the Minnesota Commitment Act. [Minnesota Statutes, section 253B.07, subdivision 1]

**566x Day training and habilitation (DAC)**

Services directed at the development and maintenance of life skills and community integration that includes supervision, training and assistance in the areas of vocational skill acquisition, work and supported employment (when funded through MA). Some areas of specific skill acquisition may include: self-care, communication, socialization, use of leisure time, behavior management,

community survival skills and money management. Also included are therapeutic activities to increase an individual's adaptive living and work skills. These services are usually funded and licensed (Minnesota Rules, parts 9525.1580-9525.1600) under the Department of Human Services. Special education and related services are not included in this code.

**595x Public guardianship**

The exercise of legal consent for programs or activities that meet the social, medical, financial and residential needs of the ward in the least restrictive manner, while at the same time protecting the best interest of the ward. This includes annual and quarterly reviews of physical, mental, social adjustment and progress of each ward.

**615x Interpreter services**

Provision of language interpreting services by a qualified language interpreter to ensure communication with non-English speaking persons, or the provision of oral or tactile interpreting services by a qualified sign language interpreter to ensure communication with persons who are deaf, hard of hearing or deaf-blind.

**634x Semi-independent living services (SILS)**

Services that include training, counseling, instruction, supervision and assistance to a client with a functional impairment in accordance with client's individual service plan on a less than daily basis. Services include assistance with budgeting, meal preparation, shopping, personal appearance, and related social support services needed to maintain and improve the client's level of functioning.

**698x Licensing and resource development**

Licensing of foster homes and various recruitment and development activities directed toward ensuring that needed services and resources are available.

## Section IV: CY 2007 Title XX Post-expenditure Report

This section provides data on numbers of clients and expenditures for the federally defined services that the state considers to be funded in whole, or in part, by the Title XX Social Services Block Grant. Minnesota Statutes, section 256M.50 states, “In federal fiscal year (FFY) 2004 and subsequent years, money for social services received from the federal government to reimburse counties for social service expenditures according to Title XX of the Social Security Act shall be allocated to each county according to section 256M.40, except for funds allocated for administrative purposes and migrant day care.” While Title XX federal funding is allocated by federal fiscal year, county administration follows the calendar year cycle. As such, the attached tables and expenditure reports are by calendar year unless otherwise noted.

### Title XX Expenditures

- In FFY 2007, Minnesota was allocated \$29,273,825 in Title XX funds. An additional \$4,650,000 of Temporary Assistance to Needy Families (TANF) funds was transferred into Title XX in CY 2007.
- About 1 percent (\$294,000 for CY 2007) of Title XX allocation is designated for migrant daycare services. The term *migrant daycare* is interchangeable with migrant child care or Early Care and Education. The remaining dollars, including TANF transfer, are used mainly for county social services expenditures (95.5 percent), and the department’s administrative costs which include migrant daycare (4.5 percent).
- Title XX dollars represent a small portion of the total dollars expended for social services in Minnesota. In CY 2007, \$651,820,823 was expended for social services qualified under the federal categories of services classification (Table 1).

### Table Notes

For some categories in Table 1, no expenditures were shown for some services—family planning, health-related and home health services, pregnancy and parenting services, special services – youth at risk. This does not mean that these services were not available or were not provided by some counties. No Social Services Block Grant funds were used to pay for them. Other social services were not included because:

- They were considered ineligible for Title XX
- They may have been eligible but were combined with ineligible services and are now a single service with expenditures that cannot be separated
- They are eligible Title XX services, but are included in federal waivers that do not use Social Services Block Grant funds.

Table 2 provides a summary of recipients served by federal Title XX services. The number of recipients served, summarized in Table 2, reflects services for which recipient data is reported. Several federal categories include contracted and on-going services. Not all counties currently report the specific number of recipients served and therefore, recipient counts for those services are not included.

**Table 1: Social Services Expenditures within Federal Title XX Categories of Services (CY 2007)**

Service Supported with SSBG Expenditures		SSBG Expenditures		Expenditures of all Other Federal, State and Local Funds <sup>2</sup>	Total Expenditures	Provision Method	
		SSBG Allocation	Funds Transferred into SSBG <sup>1</sup>			Public	Private
1	Adoption Services	297,486	50,066	4,534,915	4,882,467	X	X
2	Case Management	7,294,881	1,227,718	167,307,519	175,830,118	X	X
3	Congregate Meals	12,589	2,119	188,793	203,501	X	X
4	Counseling Services	713,682	120,112	12,273,074	13,106,868	X	X
5	Daycare—Adults	14,676	2,470	622,795	639,941	X	X
6	Daycare—Children	293,648	49,421	69,139,911	69,482,980	X	X
7	Education and Training Services	780,048	131,281	11,408,046	12,319,375	X	X
8	Employment Services	74,144	12,478	1,371,422	1,458,044	X	X
9	Family Planning Services						
10	Foster Care Services—Adults						
11	Foster Care Services—Children						
12	Health-related Services						
13	Home-based Services	62,746	10,560	4,185,113	4,258,419	X	X
14	Home Delivered Meals	55,908	9,409	690,554	755,871	X	X
15	Housing Services						
16	Independent/Transitional Living Svcs.	82,244	13,842	1,868,051	1,964,137	X	X
17	Information and Referral	1,931,265	325,029	24,531,323	26,787,617	X	X
18	Legal Services	376,676	63,394	6,477,752	6,917,822	X	X
19	Pregnancy and Parenting						
20	Prevention and Intervention	2,643,680	444,928	67,118,057	70,206,665	X	X
21	Protective Services—Adults	371,807	62,575	5,757,951	6,192,333	X	X
22	Protective Services—Children	1,489,319	250,650	25,595,985	27,335,954	X	X
23	Recreation Services	55,310	9,309	706,729	771,348	X	X
24	Residential Treatment	4,682,294	788,023	75,603,490	81,073,807	X	X
25	Special Services—Disabled	446,900	75,213	10,488,435	11,010,548	X	X
26	Special Services—Youth at Risk						
27	Substance Abuse Services	247,418	41,640	8,938,958	9,228,016	X	X
28	Transportation	458,283	77,128	7,802,205	8,337,616	X	X
29	Other Services <sup>3</sup>	5,244,462	882,635	111,403,988	117,531,085	X	X
30	SUM OF EXPENDITURES FOR SVCS.	27,629,465	4,650,000	599,095,848	636,149,477		
31	Administrative Costs	1,537,780			1,537,780		
32	<b>SUM OF EXPENDITURES FOR SVCS. AND ADMINISTRATIVE COSTS</b>	<b>29,155,757</b>	<b>4,650,000</b>	<b>618,015,066</b>	<b>651,820,823</b>		

<sup>1</sup> Block grant(s) where these funds were transferred: TANF.<sup>2</sup> Sources of these funds: **Federal** = IV-E, CW-TCM, MA Waivers, Title IV-B, MA admin, mental health grants. **State** = MA Waivers, Children and Community Services Grants, child care grants, chemical dependency administration, mental health grants. **Local** = tax levy, state aids (in lieu of levy).<sup>3</sup> Other services include interpreter services, licensing and resource development, supportive services, client outreach, pre-petition screening/hearing, other family community support services, therapeutic support of foster care, adult psychotherapy, child outpatient psychotherapy, child/adult day treatment, partial hospitalization, sub-acute psychiatric care, day training and habilitation, public guardianship and semi-independent living services.

**Table 2: Recipients Served within Federal Title XX Categories of Services (CY 2007)**

Service Supported with SSBG Expenditures		Children (Birth -17)	Adults			Total Adults	Total <sup>1</sup>
			18-59	Adults Age 60 Years and Older	Unknown Age		
1	Adoption Services	1,786	413	21	200	633	2,419
2	Case Management	60,218	68,408	12,375	5,281	6,064	146,282
3	Congregate Meals <sup>2</sup>	-	-	-	-	-	-
4	Counseling Services	5,339	1,603	40	1,134	2,777	8,116
5	Daycare—Adults	0	20	204	1	225	225
6	Daycare—Children	3,184	8,690	10	767	9,467	12,651
7	Education and Training Services	2,055	1,972	353	162	2,486	4,541
8	Employment Services	0	348	12	0	359	359
9	Family Planning Services						
10	Foster Care Services—Adults						
11	Foster Care Services—Children						
12	Health-related Services						
13	Home-based Services	1,199	1,381	1,476	1,266	4,123	5,322
14	Home Delivered Meals <sup>2</sup>	-	-	-	-	-	-
15	Housing Services	-	-	-	-	-	-
16	Independent/Transitional Living Services <sup>2</sup>	-	-	-	-	-	-
17	Information and Referral <sup>2</sup>	-	-	-	-	-	-
18	Legal Services	13	660	103	2	764	777
19	Pregnancy and Parenting						
20	Prevention and Intervention	43,476	15,811	5,880	8,387	30,078	73,553
21	Protective Services--Adults	6	3,079	2,516	176	5,770	5,775
22	Protective Services—Children <sup>3</sup>	27,714	7,009	79	5,213	12,301	40,014
23	Recreation Services	1,659	323	162	35	520	2,178
24	Residential Treatment	2,163	8,219	349	792	9,360	11,523
25	Special Services—Disabled	308	1,549	136	1	1,686	1,993
26	Special Services--Youth at Risk						
27	Substance Abuse Services	1,382	23,992	578	974	25,544	26,926
28	Transportation <sup>2</sup>	-	-	-	-	-	-
29	Other Services <sup>4</sup>	4,138	13,468	1,425	256	15,148	19,286
30	<b>SUM OF RECIPIENTS OF SERVICES</b>	<b>154,637</b>	<b>156,941</b>	<b>25,717</b>	<b>24,642</b>	<b>207,300</b>	<b>361,937</b>

<sup>1</sup> A few counties, including Hennepin, did not provide a breakdown of adult age groups.<sup>2</sup> Currently, these categories of services include contracted and on-going services. Not all counties report the specific number of recipients served, therefore recipient counts are not included.<sup>3</sup> This service includes adult shelters, a short-term residential protective setting for adults in a crisis situation that may include their children.<sup>4</sup> Other services include interpreter services, licensing and resource development, supportive services, client outreach, pre-petition screening/hearing, other family community support services, therapeutic support of foster care, adult psychotherapy, child outpatient psychotherapy, child/adult day treatment, partial hospitalization, sub-acute psychiatric care, day training and habilitation, public guardianship and semi-independent living services.

## Section V: FFY 2007 Supplemental Emergency Fund Expenditure Report

These instructions and data provide county staff with additional guidance regarding the access and expenditure limitations on the use of Social Services Block Grant (SSBG) supplemental emergency funds under Title XX.

### Background

The federal Department of Health and Human Services (DHHS) awarded hurricane relief funds in February 2006 to the 50 states and the District of Columbia based on their percentage of the Federal Emergency Management Agency (FEMA) registrants for the 2005 hurricanes named Katrina, Rita and Wilma. The funds come via the Title XX Social Services Block Grant (SSBG) program, administered by DHHS' Administration for Children and Families. Federal law, (Department of Defense Appropriations Act, Public Law 109-148), allowed for the expenditure of SSBG supplemental emergency funds until Sept. 30, 2007. Minnesota was awarded \$153,936 in hurricane relief funds under Title XX.

In June 2006 the Minnesota Legislature approved, and the governor signed into law, Chapter Law 282, article 22, section 2, subdivision 7, which states: *"Notwithstanding Minnesota Statutes, section 256M.50, supplemental social service block grant funds of \$153,936 appropriated under the federal 2005 Department of Defense Appropriations Act, Public Law 109-148, shall be allocated proportionately to those counties that served hurricane evacuees and reported those services on the Social Service Information System."*

Since that time, states have received federal notice of extended time limitations for use of the SSBG supplemental emergency funds. In May 2007 the president signed Public Law 110-28, the U.S. Troop Readiness, Veteran's Care, Katrina Recovery, and Iraq Accountability Appropriations Act. The act and subsequent federal guidance permits states to extend the period to claim such funds through Sept. 30, 2009. States are required to track SSBG emergency supplemental fund expenditures separately from the annual SSBG allotment and submit expenditure data for supplemental funds.

### Allowable Costs

Federal instructions indicate that the SSBG supplemental emergency funding must be spent only on hurricane victims. The federal statute states that these funds are for necessary expenses related to the consequences of the 2005 hurricanes affecting the Gulf of Mexico, and may be used to help meet the needs of people affected by these hurricanes according to the states' criteria and eligibility.

States may use the SSBG supplemental emergency funds for the usual array of human services for hurricane victims, including health care and mental health needs. Funds are for necessary expenses related to the consequences of the hurricanes. Funds may be used to help access services, or obtain medical care or employment. In addition, short-term rent and personal items may be paid if these activities are integral but subordinate to the services. For example, protective services for adults or children might require such activities as the provision of adequate food, clothing or shelter, or other necessary financial resources, or even arranging and providing for improved living arrangements. Per federal instructions, SSBG supplemental emergency funds can be used for the moving costs of relocating victims of Gulf Coast hurricanes. The costs of relocating victims can be categorized as Housing Services. The Uniform Definitions of Services established in federal regulations for the Social Services Block

Grant program, 45 CFR, subtitle A, 96.14(a), defines Housing Services as “services or activities designed to assist individuals or families in locating, obtaining, or retaining suitable housing.” These activities include “making moving arrangements.” As such, SSBG funds could be used to pay for costs to relocate hurricane victims as described. Funds may not be allocated for future preparation for disasters.

### County Actions

Given the change in federal law and instructions, counties are permitted to continue to submit appropriate claims for services provided to victims of the 2005 hurricanes. The department will allocate remaining SSBG supplemental emergency funds proportionately to those counties that continue to serve hurricane evacuees, and have reported those services in the Social Service Information System.

### *Katrina expenditures and recipients served*

As of June 30, 2008, Minnesota counties expended \$54,845 (Table 3) of the \$153,936 allocated to the state. Twenty-three counties had expenditures.

**Table 3: Expenditures and Recipients Served up to June 30, 2008**

County Name	FFY 2005	FFY 2006	FFY 2007	* FFY 2008	Total
<b>Expenditures</b>					
Anoka	316.25				\$316.25
Big Stone				137.93	\$137.93
Carlton				85.99	\$85.99
Cass		89.00			\$89.00
Chippewa		8,884.46			\$8,884.46
Chisago			4,632.25	165.00	\$4,797.25
Dakota	57.50	4,488.33	262.75	1,232.48	\$6,041.06
Hennepin	296.42	1,501.76	922.16	280.75	\$3,001.09
Hubbard			51.00	56.00	\$107.00
Itasca	105.75				\$105.75
Kandiyohi				28.96	\$28.96
Nobles		119.00			\$119.00
Olmsted		1,140.41	2,496.00	1,692.00	\$5,328.41
Pipestone		92.00			\$92.00
Ramsey	399.00	4,509.77	839.75	1,286.23	\$7,034.75
St. Louis	634.50	185.50			\$820.00
Scott		53.50			\$53.50
Stearns	1,224.75	2,058.00			\$3,282.75
Swift				88.23	\$88.23
Washington		10.25	128.01		\$138.26
Watonwan		26.75			\$26.75
Winona				36.59	\$36.59
Wright		7,039.72	4,641.01	2,550.24	\$14,230.97
<b>Total</b>	<b>\$3,034.17</b>	<b>\$30,198.45</b>	<b>\$13,972.93</b>	<b>\$7,640.40</b>	<b>\$54,845.95</b>
<b>Recipients Served</b>					
Birth-17	11	69	28	18	
18 and older	8	39	13	13	
<b>Total</b>	<b>19</b>	<b>94</b>	<b>41</b>	<b>31</b>	

\* Includes three quarters of data for FFY 2008

Tables 4 and 5 provide a summary of Minnesota's Title XX supplemental funds expenditures and recipients served during FFY 2007 as required for federal reporting.

**Table 4: Supplemental Expenditures (FFY 2007)**

Services 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	228			228		
2	Case Management	10,756			10,756		
3	Congregate Meals						
4	Counseling Services						
5	Daycare—Adults						
6	Daycare—Children						
7	Education and Training Services						
8	Employment Services						
9	Family Planning Services						
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						
16	Independent/Transitional Living Svcs.						
17	Information and Referral						
18	Legal Services						
19	Pregnancy and Parenting						
20	Prevention and Intervention	2,816			2,816		
21	Protective Services—Adults						
22	Protective Services—Children	134			134		
23	Recreation Services						
24	Residential Treatment						
25	Special Services—Disabled						
26	Special Services—Youth at Risk						
27	Substance Abuse Services						
28	Transportation						
29	Other Services <sup>1</sup>	39			39		
30	SUM OF EXPENDITURES FOR SVCS.	\$13,973			\$13,973		
31	Administrative Costs						
32	SUM OF EXPENDITURES FOR SVCS. AND ADMINISTRATIVE COSTS	\$13,973					

<sup>1</sup> Other Services include: License and Resource Development (child care).



**Table 5: Recipients Served by Supplemental Funds (FFY 2007)**

Services Supported with SSBG Expenditures		Children (Birth-17)	Adults			Total Adults	Total <sup>1</sup>
			Adults Age 59 Years and Younger	Adults Age 60 Years and Older	Adults of Unknown Age		
1	Adoption Services	2				0	2
2	Case Management	18	9	1		10	28
3	Congregate Meals						
4	Counseling Services						
5	Daycare—Adults						
6	Daycare—Children						
7	Education and Training Services						
8	Employment Services						
9	Family Planning Services						
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						
16	Independent/Transitional Living Svcs.						
17	Information and Referral						
18	Legal Services						
19	Pregnancy and Parenting						
20	Prevention and Intervention	5	1			1	6
21	Protective Services—Adults						
22	Protective Services—Children	3	1			1	4
23	Recreation Services						
24	Residential Treatment						
25	Special Services—Disabled						
26	Special Services—Youth at Risk						
27	Substance Abuse Services						
28	Transportation						
29	Other Services	0	1			1	1
30	<b>Total</b>	<b>28</b>	<b>12</b>	<b>1</b>	<b>0</b>	<b>13</b>	<b>41</b>

<sup>1</sup> The Total column is the sum of unduplicated recipients within each service cohort. Total unique recipients served by these funds were 94.

## Section VI: FFY 2009 Pre-expenditure Report

### Reporting Requirements

Title XX of the Social Security Act requires that each state report on the intended use (Pre-expenditure Report) of payments that it is to receive annually under the act. This section is Minnesota's Title XX Intended Use Report, and includes information about the activities to be funded, and individuals anticipated to be served for the 12 months of FFY 2009 (Oct. 1, 2008 through Sept. 30, 2009).

### Flexibility to Counties

The Title XX Social Services Block Grant (SSBG) regulations allow states various options for the services to be provided and the people to be served. The increased flexibility intended by Congress in enacting the block grant has been passed on to the local county social services agencies by the Minnesota Department of Human Services.

### Services and Eligibility

This Title XX Pre-expenditure Report is a statewide compilation of services and does not mean that all services are available in every county. Questions on available services and eligibility should be addressed to the local county agency. The following are the most common categories of individuals to be served throughout the state: children, adolescents and other individuals in transition from childhood to adulthood; adults who experience dependency, abuse, neglect, poverty, disability, chronic health conditions, or other factors, including ethnicity and race, which may result in poor outcomes or disparities; as well as services for family members to support these individuals. The link below provides the Web addresses, mailing addresses and telephone numbers for the 87 Minnesota counties:

<http://edocs.dhs.state.mn.us/lfserver/Legacy/DM-0005-ENG>

There are no federal conditions for client eligibility in the Title XX block grant, requiring only that each state provide information about the characteristics of the individuals to be served. Minnesota is a state supervised/county administered social service system, and the authority to define the individuals eligible for services has been delegated to each local agency.

### Reporting Format

This Pre-expenditure Report uses the same federal uniform definition of services as the Post-expenditure Report. This Pre-expenditure Report was completed by the department from information submitted by each county for CY 2006 by apportioning the block grant for social services funds (Title XX) among the various eligible services.

### Funding

The FFY 2009 pre-expenditures are based on the CY 2007 post-expenditure level. Should Congress elect not to fund Title XX at the level stated in this report, or if other contingencies arise, the allocations to each county will be adjusted. Any adjustment will be presumed by the department to proportionally affect the activities and individuals in each local county report. Included in the pre-expenditures is a transfer of \$4,650,000 of Temporary Assistance to Needy Families (TANF) into Title XX. No state or local match is required for Title XX.

### CCSA Consolidated Fund

The 2003 Minnesota Legislature enacted the Children and Community Services Act (CCSA), Minnesota Statutes, sections 256M.01 to 256M.80. This act consolidated 15 separate children and community

services grants, including Title XX, into a single consolidated fund. This gave counties more flexibility to ensure better outcomes for children, adolescents and adults in need of services.

The act also simplified the planning and administrative requirements from those contained in Minnesota Statutes, section 256E. Title XX is used to provide social services within the context of the consolidated state/federal grant. County social service agencies have used local funding to supplement the consolidated grant to meet client needs.

### **Fees for Services**

A fee based on income may be charged for services provided. Fees will vary from one local social service agency to another and questions concerning the fees for a specific geographic area should be addressed to that county agency.

### **Median Income**

Each year, the federal Department of Health and Human Services (DHHS) publishes each state's median income in the *Federal Register*. The most current median income for a family of four in Minnesota is \$81,477, published in early 2008 for use in FFY 2009. A summary of median income by family size is provided below:

Family Size	0-60 Percent	60-115 Percent
1	\$0 - 25,421	\$25,422 - 48,723
2	\$0 - 33,243	\$33,244 - 63,715
3	\$0 - 41,064	\$41,065 - 78,707
4	\$0 - 48,886	\$48,887 - 93,699
5	\$0 - 56,708	\$56,709 - 108,690
6	\$0 - 64,530	\$64,531 - 123,682
7	\$0 - 65,996	\$65,997 - 126,493
8	\$0 - 67,463	\$67,464 - 129,304
9	\$0 - 68,930	\$68,931 - 132,115
10	\$0 - 70,396	\$70,397 - 134,926

### **Fee Schedule**

From the current median income data, the department develops a social service income eligibility and fee schedule based on Minnesota's median income adjusted for family size. The most recent fee schedule, *bulletin #08-69-04*, was published May 14, 2008. Counties have the option of using this schedule or developing a fee schedule of their own.

### **Projected Recipients and Expenditures (FFY 2009)**

The projected FFY 2009 expenditure (submitted for federal requirement) was adjusted to reflect average trends in social services expenditures within federal categories of spending given current economic and budgetary conditions (Table 6). The projected number of recipients to be served closely mirrors recipients served in CY 2007 and projected administrative costs was estimated to remain at the 2007 level.

**Table 6: Projected Expenditures and Recipients to be Served within Federal Title XX Categories of Services (CY 2009)**

Services Supported with SSBG Expenditures		Projected Recipients			Project Expenditure		
		Children (Birth-17)	Adults	Total	<sup>1</sup> SSBG Allocation	All Other Funds	Total
1	Adoption Services	1,786	633	2,419	\$347,552	\$4,914,900	\$5,262,452
2	Case Management	60,218	86,064	146,282	8,522,599	169,592,653	178,115,252
3	Congregate Meals <sup>2</sup>	-	-	-	14,708	201,523	216,232
4	Counseling Services	5,339	2,777	8,116	833,794	11,372,018	12,205,812
5	Daycare—Adults <sup>5</sup>	-	225	225	17,146	492,571	509,717
6	Daycare—Children	3,184	9,467	12,651	343,069	71,724,560	72,067,630
7	Education and Training Services	2,055	2,486	4,541	911,329	11,259,902	12,171,231
8	Employment Services	-	359	359	86,622	6,924,788	7,011,410
9	Family Planning Services	-	-	-	0	0	0
10	Foster Care Services—Adults	-	-	-	0	0	0
11	Foster Care Services—Children	-	-	-	0	0	0
12	Health-related Services	-	-	-	0	0	0
13	Home-based Services	1,199	4,123	5,322	73,306	3,935,621	4,008,927
14	Home Delivered Meals <sup>2</sup>	-	-	-	65,317	601,033	666,350
15	Housing Services	-	-	-	0	0	0
16	Independent/Transitional Living Svcs. <sup>2</sup>	-	-	-	96,086	1,849,462	1,945,548
17	Information and Referral <sup>2</sup>	-	-	-	2,256,294	25,532,013	27,788,307
18	Legal Services	13	764	777	440,070	6,901,200	7,341,270
19	Pregnancy and Parenting	-	-	-	0	0	0
20	Prevention and Intervention	43,476	30,078	73,553	3,088,608	74,490,549	77,579,158
21	Protective Services—Adults	6	5,770	5,775	434,382	5,348,494	5,782,877
22	Protective Services—Children <sup>3</sup>	27,714	12,301	40,014	1,739,969	24,408,530	26,148,499
23	Recreation Services	1,659	520	2,178	64,619	561,416	626,035
24	Residential Treatment	2,163	9,360	11,523	5,470,317	73,365,578	78,835,894
25	Special Services—Disabled	308	1,686	1,993	522,113	8,830,627	9,352,741
26	Special Services—Youth at Risk	-	-	-	0	0	0
27	Substance Abuse Services	1,382	25,544	26,926	289,058	9,127,161	9,416,219
28	Transportation <sup>2</sup>	-	-	-	535,411	8,064,183	8,599,594
29	Other Services <sup>4</sup>	4,138	15,148	19,286	6,127,097	113,133,068	119,260,165
31	<b>TOTAL</b>	<b>154,637</b>	<b>207,300</b>	<b>361,937</b>	<b>\$32,279,465</b>	<b>\$632,631,852</b>	<b>\$664,911,317</b>
	Administrative Costs				\$1,526,292		\$1,526,292
	SUM OF EXPENDITURES FOR SVCS. AND ADMINISTRATIVE COSTS				<b>\$33,805,757</b>	<b>\$632,631,852</b>	<b>\$666,437,609</b>

<sup>1</sup> Includes Title XX funds and block grant funds transferred from TANF.<sup>2</sup> Currently, these categories of services include contracted and ongoing services. Not all counties currently report the specific number of recipients served, therefore, recipient counts are not included.<sup>3</sup> This service includes adult shelters, a short-term residential protective setting for adults in a crisis situation that may include their children.<sup>4</sup> Other Services include interpreter services, licensing and resource development, supportive services, client outreach, pre-petition screening/hearing, other family community support services, therapeutic support of foster care, adult psychotherapy, child outpatient psychotherapy, child/adult day treatment, partial hospitalization, sub-acute psychiatric care, day training and habilitation, public guardianship and semi-independent living services.

## Section VII: Five-year Trend

**Table 7: Minnesota Title XX Expenditures (CYs 2003-07)**

Services Supported with SSBG	Expenditures by Calendar Year <sup>1</sup>				
	2003	2004	2005	2006	2007
Adoption Services	359,131	297,615	316,028	305,093	347,552
Case Management	5,872,034	8,828,819	8,261,220	8,393,304	8,522,599
Congregate Meals	24,713	13,216	15,809	13,175	14,708
Counseling Services	984,784	1,150,686	1,040,790	981,517	833,794
Daycare—Adults	16,797	21,680	40,463	22,106	17,146
Daycare—Children	588,081	796,982	590,267	684,944	343,069
Education and Training Services	1,245,339	1,084,466	1,065,597	983,111	911,329
Employment Services	198,787	20,319	150,658	88,823	86,622
Family Planning Services	0	0	0	0	0
Foster Care Services—Adults	0	0	0	0	0
Foster Care Services—Children	0	0	0	0	0
Health-related Services	0	0	0	0	0
Home-based Services	244,392	190,384	209,242	171,144	73,306
Home Delivered Meals	161,039	117,257	109,539	75,941	65,317
Housing Services	126,089	0	0	0	0
Independent/Transitional Living Svcs.	103,218	107,411	109,476	85,495	96,086
Information and Referral <sup>2</sup>	2,239,088	2,233,687	2,152,940	2,108,501	2,256,294
Legal Services	494,232	455,176	293,440	402,514	440,070
Pregnancy and Parenting	0	0	0	0	0
Prevention and Intervention	2,061,720	2,429,108	2,886,490	2,879,271	3,088,608
Protective Services—Adults	440,061	453,513	479,643	439,401	434,382
Protective Services—Children	1,429,151	2,205,922	2,076,855	1,888,571	1,739,969
Recreation Services	483,023	201,531	145,301	157,071	64,619
Residential Treatment	6,860,718	5,745,489	5,617,866	5,332,907	5,470,317
Special Services—Disabled	465,465	497,420	377,636	336,574	522,113
Special Services—Youth at Risk	0	0	0	0	0
Substance Abuse Services	469,948	375,681	433,698	347,675	289,058
Transportation	803,224	573,799	562,195	517,334	535,411
Other Services <sup>2</sup>	6,372,706	6,133,309	6,594,920	6,189,157	6,127,097
Administrative Costs	1,576,102	1,471,223	1,471,359	1,537,780	1,526,292
<b>SUM OF EXPENDITURES AND ADMINISTRATIVE COSTS</b>	<b>\$33,619,843</b>	<b>\$35,404,692</b>	<b>\$35,001,430</b>	<b>\$33,941,409</b>	<b>\$33,805,757</b>
<b>Admin. as a Percent of Total Expenditures</b>	<b>4.7%</b>	<b>4.2%</b>	<b>4.2%</b>	<b>4.5%</b>	<b>4.5%</b>
<b>Funding Type (millions)</b>					
Title XX Funds (FFY)	\$29.5	\$29.4	\$29.4	\$29.4	\$29.3
TANF Funds Transferred to SSBG (CY) <sup>3</sup>	\$4.8	\$7.9	\$4.8	\$4.7	\$4.7

<sup>1</sup> Includes Title XX funds and block grant funds transferred from TANF.

<sup>2</sup> Other Services includes interpreter services, licensing and resource development, supportive services, client outreach, pre-petition screening/hearing, other family community support services, therapeutic support of foster care, adult psychotherapy, child outpatient psychotherapy, child/adult day treatment, partial hospitalization, sub-acute psychiatric care, day training and habilitation, public guardianship and semi-independent living services.

<sup>3</sup> Includes ICWA Law Center, \$140,000 per year.

**Table 8: Recipient Served within Federal Title XX Categories of Services (CYs 2003-07)**

Services Supported with SSBG	Recipients by Calendar Year				
	2003	2004	2005	2006	2007
Adoption Services	1,845	420	2,472	2,366	2,419
Case Management	141,718	136,309	143,895	148,669	146,282
Congregate Meals <sup>1</sup>	-	-	-	-	-
Counseling Services	10,583	10,201	9,520	6,711	8,116
Daycare—Adults	173	144	250	199	225
Daycare—Children	19,732	11,290	13,065	12,235	12,651
Education and Training Services	5,007	4,434	4,772	4,309	4,541
Employment Services	885	728	374	344	359
Family Planning Services	-	-	-	-	-
Foster Care Services—Adults	-	-	-	-	-
Foster Care Services—Children	-	-	-	-	-
Health-related Services	-	-	-	-	-
Home-based Services	4,681	4,648	5,412	5,231	5,322
Home Delivered Meals <sup>1</sup>	-	-	-	-	-
Housing Services	623	-	-	-	-
Independent/Transitional Living Svcs. <sup>1</sup>	-	-	-	-	-
Information and Referral <sup>1</sup>	-	-	-	-	-
Legal Services	918	572	819	735	777
Pregnancy and Parenting	-	-	-	-	-
Prevention and Intervention	48,944	54,225	71,898	75,208	73,553
Protective Services—Adults	5,841	6,919	5,768	5,782	5,775
Protective Services—Children <sup>2</sup>	34,406	38,518	42,827	37,201	40,014
Recreation Services	3,220	5,103	2,419	1,937	2,178
Residential Treatment	17,001	13,400	13,010	10,035	11,523
Special Services—Disabled	2,638	2,147	2,151	1,835	1,993
Special Services—Youth at Risk	-	-	-	-	-
Substance Abuse Services	26,957	27,179	25,456	28,396	26,926
Transportation <sup>1</sup>	-	-	-	-	-
Other Services <sup>3</sup>	25,925	31,311	21,009	17,562	19,286
<b>TOTAL</b>	<b>351,097</b>	<b>359,128</b>	<b>365,320</b>	<b>358,755</b>	<b>361,937</b>

<sup>1</sup> Currently, these categories of services include contracted and on-going services. Not all counties currently report the specific number of recipients served, therefore, recipient counts are not included.

<sup>2</sup> This service include adult shelters, a short-term residential protective setting for adults in a crisis situation that may include their children.

<sup>3</sup> Other Services include interpreter services, licensing and resource development, supportive services, client outreach, pre-petition screening/hearing, other family community support services, therapeutic support of foster care, adult psychotherapy, child outpatient psychotherapy, child/adult day treatment, partial hospitalization, sub-acute psychiatric care, day training and habilitation, public guardianship and semi-independent living services.

### Alternative Formats

This information is available in other forms to people with disabilities by contacting us at (651) 431-4671 (voice). TDD users can call the Minnesota Relay at 711 or (800) 627-3529. For the Speech-to-Speech Relay, call (877) 627-3848.