

Verifying Client Information in TA-DVS Cases

Eligibility Requirements - TANF & TA-DVS	Accept Client Statement		Verify if questionable unless a delay would put the client at greater risk of DV		Commonly Used Documents if information is questionable/comments
	TA-DVS	TANF	TA-DVS	TANF	
Identify	X	X			birth certificates; driver's license
Relationship/ Caretaker relative status	X	X			children's birth certificates; custody agreements; child welfare statements; collateral contacts when child not currently with applicant
Age	X	X			for TA-DVS this is only a concern if the applicant is a minor
SSN	X			X	waive requirement if non-citizen victim of domestic violence and SSN is not available
Deprivation for TANF	N/A	X	N/A	INCAP	non-factor for TA-DVS although TA-DVS should not be issued if abuser (regardless of relationship) is still in the home
Citizenship	X	X			citizenship requirements are waived if risk of domestic violence
Residency	X	X			landlord statements; tax records; leases; HUD statement
Household composition	X	X			rental agreements; leases; collateral contacts
Pregnancy	X	X			*For both TANF and TA-DVS the client is not required to be in their final month of pregnancy if at risk of domestic violence *pregnancy verification from medical related source

Income			X	X	*For TA-DVS Do not count income controlled by abuser; unavailable in time to meet emergent need; or which was used to help client flee or stay safe from DV *pay stubs; statement from employer; tax records; award letter; copy of check; child support checks; unemployment checks
Resources	X	X			resources are not factor in determining eligibility for TA-DVS but can be considered in benefit level negotiation - if available and not controlled by Abuser
Safety Concern	X	X	N/A	N/A	you may ask about what the safety concerns are; history of abuse; what we can do to address those concerns for the purposes of case planning
Domestic Violence	X	X	N/A	N/A	we cannot ask for proof of domestic violence but can ask for copies of restraining orders/police reports for file if available
TA-DVS Payment Issuance Considerations	Documentation				
Property ownership Rental/Utility Costs	landlord statements; leases; property records; rental agreements; you may cross reference with our records if payee suspected to be another client; utility bills; tax records; estimates for critical repairs needed due to domestic violence				
Relocation Costs	truck rental estimates; transportation (bus, plane, train) estimates; gas estimates; motel & food estimates				
Furniture & personal items	estimates from community resources (i.e. Good Will; Salvation Army, Thrift Stores; etc.); estimates from local stores				
Items to promote safety	estimates for lock changes; motion detectors; phones (Use OTAP first if available); etc.				
Medical	emergency room/doctor statement;				