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| **Project Charter** |  |
| **Project Name:**  |  |
|  **Temporary Assistance for Needy Families (TANF) Program Workgroup** |  |
| **Business Case:** |  |
| TANF funded programs must align with the Nebraska Department of Health and Human Services (DHHS) mission of “Helping People Live Better Lives.” Specifically, programs that assist families in achieving economic mobility and self-sufficiency and programs with a preventive approach to avert unnecessary entry into the child welfare system or more acute care systems. This project was initiated to establish a transparent process for assessing impoverished families’ needs and providing TANF program funding recommendations to the Children and Family Services (CFS) Director.  |  |
| **Problem/Opportunity:** | **Scope, Constraints, Assumptions:** |  |
| The TANF program is funded through a federal block grant with required state maintenance of effort funding. According to federal TANF regulations, states can “carry over” unspent TANF funds from year to year. TANF funds must be spent on four specific purposes outlined in federal regulations:1. To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
2. To end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.
3. To prevent and reduce out-of-wedlock pregnancies.
4. To encourage the formation and maintenance of two-parent families.
 | * The TANF Program Workgroup will assess and recommend the use of TANF federal funds for new programs. Also, the workgroup will review the performance of currently funded TANF programs.
* In utilizing a strategic decision-making process to determine new program funding the workgroup will consider the following:
* Data indicates the necessity of the program in the state.
* Evidence-based practices support the proposed program.
* The program must meet at least one or more of the four purpose(s) of TANF.
* Alignment with DHHS’ mission.
* TANF funding can sustain the program long-term.
* Alignment with Nebraska’s Welfare Reform Act and other State laws governing economic assistance.
* The TANF Program Workgroup will not determine the final allocation of funds for programs or services.
* The TANF Program Workgroup will only evaluate TANF funds.
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| **Goal:** | **Team Members:** |  |
| The TANF Program Workgroup will meet every quarter to address the needs of low-income families in the state by evaluating current TANF funded programs and recommending new programs or services to the CFS Director.  | * Children and Family Services (CFS) Economic Assistance Administrator II.
* TANF Program Manager.
* TANF Program Coordinator.
* CFS Prevention Administrator.
* Social Services Block Grant (SSBG) Administrator.
* Behavioral Health.
* Public Health.
* The Nebraska Department of Labor.
* Family Voice Representative.
* CFS Deputy of Finance.
* Department of Education.
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| **Preliminary Project Plan:*** Identify and document stakeholder participation expectations.
* Create a stakeholder register which includes the stakeholder's name, title and email address
* Develop a TANF Workgroup Orientation
* Draft a letter for the CFS Director to send inviting identified stakeholders to participate in a one hour orientation regarding TANF programs and what a commitment to the TANF Workgroup would entail.
* Deliver the TANF Program Workgroup Orientation and request a commitment from stakeholders to be part of the workgroup.
* Confirm committed stakeholders for the TANF Program Workgroup.
* Schedule first workgroup meeting.
* Finalize a standardized TANF program performance measure tool.
* Initial TANF Program Workgroup meeting and Workgroup Charter established.
 | **Target Date:**6/30/20216/30/20217/15/20217/15/20218/31/20219/15/20219/20/20219/30/202110/31/2021 | **Actual****Date:** |  |
| **Define** |   |   |  |
| **Measure** |   |   |  |
| **Analyze** |   |   |  |
| **Improve** |   |   |  |
| **Control** |   |   |  |
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| **Prepared by:** |   | **Approved by:** |   |  |
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