

Janet T. Mills
Governor

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Commissioner



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Family Contract for TANF and PaS – Action Required

What Is A Family Contract?

A Family Contract is an agreement between you and DHHS. DHHS may provide cash benefits and other services. You agree to work on a career plan so that you can become self-supporting.

What Will DHHS Do?

If you are eligible, this is what DHHS will provide:

- TANF or PaS cash benefits
- Help with child support
- Services through ASPIRE

What do I have to do to get TANF or PaS?

1. Complete a program orientation.
2. Work with the ASPIRE-TANF program (some people don't have to work with ASPIRE).
3. Complete your career plan (the ASPIRE Family Contract Amendment).
4. Help DHHS to establish who the child's other parent is.
5. Help DHHS work toward getting child support.
6. Give DHHS the right to receive child support payments on your behalf (you cannot receive child support directly from the other parent while on TANF or PaS).
7. Give proof of your income, or other items, if DHHS asks you for it.
8. Tell DHHS of any changes in your household.

What If I Can't Do These Things?

You may contact your DHHS worker and explain why you can't do these things. DHHS will listen to your reasons and make a decision on your case. You may be excused from doing some of these things.

What If I Disagree With DHHS?

If you disagree with DHHS you can ask for a hearing.

Contract Signature:

- I understand and accept this contract.
- I agree to do items 1 – 8 listed above, to get TANF or PaS benefits.
- I understand that if I do not follow through on all the items on the list (numbers 1-8), I may lose benefits.

Signature of Parent or Caretaker Relative 1 Date Client ID DOB

Print Name of Parent or Caretaker Relative 1

Signature of Parent or Caretaker Relative 2 Date Client ID DOB

Print Name of Parent or Caretaker Relative 2

Signature of DHHS Worker Date

IMPORTANT – READ THIS SECTION IF SUBMITTING ELECTRONICALLY:
By typing my name on the “Signature of Parent or Caretaker Relative” line and checking the box next to it, I am electronically signing this document.
I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature.