



Administration for Children and Families: Temporary Assistance for Needy Families (TANF) Emergency Contingency Fund

A. Funding Table

(Dollars in Millions)

Project/Activity	Program Level	FY 2009	FY 2010 – FY 2019
TANF Emergency Contingency Fund (BA)	\$5,000.0	\$2,500.0	\$2,500.0

B. Objectives

Under the American Recovery and Reinvestment Act (Recovery Act), \$5 billion was appropriated for the Temporary Assistance for Needy Families (TANF) Emergency Contingency Fund (known as the Emergency Fund). Up to \$5 billion is available over fiscal years 2009 and 2010 for jurisdictions (states, territories, and tribes) that have an increase in assistance caseloads and basic assistance expenditures, or an increase in expenditures related to short-term benefits or subsidized employment. The Emergency Fund is in addition to the regular TANF Contingency Fund that qualifying states (but not territories or tribes) can access during an economic downturn. This funding supports HHS Strategic Objective 3.1: Promote the economic independence and social well-being of individuals and families across the lifespan. The HHS Strategic Plan, Fiscal Years 2007 – 2012 can be found at: <http://aspe.hhs.gov/hhsplan/>.

C. Activities

TANF is designed to help needy families achieve self-sufficiency. TANF funds are spent on cash assistance and various non-cash services including work activities, child care, transportation and work supports, and a wide range of other benefits and services. The purposes of the TANF program are:

- To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives;
- End the dependence of needy parents on government benefits by promoting job preparation, work, and marriage;
- To prevent and reduce the incidence of out-of-wedlock pregnancies; and
- To encourage the formation and maintenance of two-parent families.

A jurisdiction may use Emergency Fund monies in the same way that annual federal TANF block grant funds are spent, except a jurisdiction may not transfer emergency funds to either the Child Care and Development Block Grant (CCDBG) or the Social Services Block Grant (SSBG) programs. This means that it may use the funds in any manner reasonably calculated to meet a TANF purpose.

D. Characteristics



Purpose	Type of Award	Funding Amount	Recipient
TANF Emergency Contingency Fund	Grants to states, territories and tribes	\$ 5 billion appropriation	States, territories, and tribes
TOTAL = \$5 Billion			

E. Delivery Schedule

TANF Emergency Fund:

- Issue Policy Announcement (PA) to potential grantees describing Emergency Fund with explanation of interpretation of statute regarding adjustments, accountability, and type of expenditure data – completed (April 3, 2009)
- States, territories, and tribes notified of their ability to apply for and receive TANF Emergency Fund immediately – completed (April 3, 2009)
- Issue grant awards as requests are received – most requests to be approved within 2 weeks of receipt unless data submitted requires follow-up.
- Publish Federal Register notice on emergency processing request, which notifies the public that the application form and instructions have been submitted to OMB for review and are available for public comment – five days after forms and instructions are cleared by HHS.
- Once approved by OMB, provisional form and instructions distributed to states, territories, and tribes – within five days after data collection forms and instructions are approved under emergency clearance by OMB.
- After stakeholder comments received and reviewed, submit updated final application forms and instructions under the regular review and comment process 30 days after receiving emergency clearance.
- Distribute final form and instructions to states, territories, and tribes – within five days after regular review from OMB and approval.

F. Environmental Review Compliance

The distribution of the TANF Emergency Fund as a result of the Recovery Act is categorically excluded from environmental review based on Category 2 section F - Functional Exclusion: Grants for Social Services under Chapter 30-20-30 of the HHS General Administration Manual. By definition, the use of these funds: (1) mitigates social and environmental impacts; (2) does not include construction or alterations of the human environment; and (3) have no anticipated individual or cumulative significant effect on natural or cultural assets. Therefore the TANF Emergency Fund qualifies for a Categorical Exclusion from National Environmental Protection Act (NEPA). This activity is funded under the Recovery Act Division B and is not subject to Section 1609(c) reporting requirements.

G. Measures

Targets for the following performance measures have been developed based on historical data, analysis of current trends in TANF programs, and the projected impact of Recovery Act funds.



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Measure table. Please note that some plans include more/less information. For instance, NIH has original program target, revised program target, and target (incremental change in performance). If columns need to be added/renamed that is fine. But please use the format below to ensure proper formatting.

Table 1

Measure	Type	Most Recent Result	FY 2009 Target	FY 2010 Target	FY 2010 +/- FY 2009
Increase the percentage of adult TANF recipients who become newly employed to 38 percent by FY 2009, and increase by 1.6 percentage points over the FY 2009 actual result by FY 2014. ¹	Outcome	FY 2007: 35.8% (Target Not Met but Improved)	38%	38.4%	+0.4
Amount of emergency funds expended by states, territories, and tribes. ²	Output	TBD (new output measure)	\$441 million	\$1.215 billion	+\$774 million

Table 2

Data Source	Data Validation
National Directory of New Hires (NDNH)	Beginning with performance in FY 2001, the job entry measure is based solely on performance data obtained from the NDNH. Data are updated by States, and data validity is ensured with normal auditing functions for submitted data. Prior to use of the NDNH, States had flexibility in the data source(s) they used to obtain wage information on current and former TANF recipients under HPB specifications for performance years FY 1998 through FY 2000. ACF moved to this single source national database (NDNH) to ensure equal access to wage data and uniform application of the performance specifications.
TANF Financial Report	Data are validated via Single State audits.

Results for the outcome measure are reported annually according to statutory and regulatory guidelines. Financial data for the purpose of the output measure are reported quarterly to the Department. The financial data is posted annually on ACF's website (available here: <http://www.acf.hhs.gov/programs/ofs/data/>), and obligation and expenditure data will be posted as part of the HHS weekly financial and activity reports (found under "Plans and Reports") on the HHS Recovery web site at <http://www.hhs.gov/recovery>. Information on the employment outcome measure is available in the annual ACF Budget Justification and Online Performance Appendix (available here: <http://www.acf.hhs.gov/programs/olab/budget/index.html>). This

¹This measure is a performance indicator for the FY 2007 – 2012 HHS Strategic Plan.

² Total outlays are estimated for FY 2009 through FY 2016.



measure is also published on the website for ACF's Office of Family Assistance (available here: <http://www.acf.hhs.gov/programs/ofa/data-reports/index.htm>).

H. Monitoring and Evaluation

All Recovery Act programs will be assessed for risk and to ensure that appropriate internal controls are in place throughout the entire funding cycle. These assessments will be done consistent with the statutory requirements of the Federal Manager's Financial Integrity Act and the Improper Payments Information Act, as well as OMB's circular A-123 "Management's Responsibility for Internal Control."

The Office of Family Assistance (OFA) will follow its existing internal control structure in implementing the Emergency Fund. States, territories, and tribes may submit estimated caseload and qualified expenditure data when applying for emergency funding. OFA will reconcile their submitted estimates with actual expenditure data on an on-going basis to ensure the jurisdictions receive the proper amount of funding; a final reconciliation will occur during FY 2011. States, territories, and tribes will be required to report all expenditures of emergency funds after the end of each quarter, and these expenditure amounts will be subject to review under the single state audit.

Current procedures for reviewing state expenditure reports will continue and states, territories, and tribes are subject to the Single Audit Act of 1984.

I. Transparency

ACF will be open and transparent in all of its policymaking and financial oversight that involve spending of Recovery Act funding consistent with statutory and OMB guidance.

Jurisdictions have to submit information on caseloads and expenditures. Jurisdictions receiving Emergency Funds will account for and report on these funds separately from other TANF funds on agency financial reports. However, the reporting burden for the TANF Emergency Fund should be minimal, as expenditure reporting requirements and timelines will be the same as for other TANF funds already reported to ACF. Funded jurisdictions must submit reports as required by Section 1512 of the Recovery Act. Audits shall be conducted by the Inspector General and the jurisdictions under Chapter 75 of Title 31, United States Code.

Performance information on the performance measures is available in the annual ACF Budget Justification and Online Performance Appendix (available here: <http://www.acf.hhs.gov/programs/olab/budget/index.html>). These measures are also published on the website for ACF's Office of Family Assistance (available here: <http://www.acf.hhs.gov/programs/ofa/data-reports/index.htm>).

J. Accountability

To ensure that managers are held to high standards of accountability in achieving program goals under the Recovery Act, ACF will build on and strengthen existing processes. Senior ACF and Office of Family Assistance officials will meet regularly with senior Department officials to ensure that projects are meeting their program goals, assessing and mitigating risks, ensuring transparency, and incorporating



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corrective actions. The personnel performance appraisal system will also incorporate Recovery Act program stewardship responsibilities for program and business function managers. ACF program managers, specialists, and senior managers are accountable for the oversight of performance results and improvement actions through the Performance Management Appraisal Program (PMAP). Annual performance appraisals rate each employee on their effectiveness in meeting the goals of the agency, as well as identify the employee's contributions to the mission of the programs administered by their office.

The HHS Office of Inspector General (OIG) conducts reviews of TANF programs to determine whether the state agencies expended funds in accordance with federal and state requirements, as demonstrated by adequate documentation of eligibility and payment determinations.

K. Barriers to Effective Implementation

ACF currently does not collect the data needed to award these funds. As a result, ACF must issue a new data collection instrument and instructions. In addition, the statute allows jurisdictions to submit estimates and gives HHS the authority to make adjustments (e.g. for changes in program configuration) to ensure comparability between quarters for the request year and the corresponding quarters in the base years. These provisions also require new data and introduce uncertainty into the process of awarding funds. Finally, the statute did not specify procedures for reconciling estimates with actual data and for remitting funds resulting from overpayments due to estimated data. ACF has developed these procedures, and they are currently under review by HHS and will be provided to jurisdictions once OMB approval of our form and instructions is complete.

L. Federal Infrastructure

Not applicable.