P-2231 PROTECTIVE PAYMENTS (continued)

P-2231C Sanction (Reach Up rule 2220.1, Reach Up Services rule 2328.5) (24-20)

Reach Up participants that are sanctioned must have their shelter expenses paid through CVPs. Shelter expenses that could be vendored can include rent, mortgage and lot rent. ACCESS prevents the grant from being disbursed without action by Eligibility.

Sanction with protective payee

If money mismanagement is not an issue but a protective payee is set up place a WARN on case to clearly indicate that after shelter costs are paid through CVP, the remainder of money should be sent through check to the protective payee in a 60/40 split.

Protective payee in place before sanction

In cases where a protective payee exists before a sanction is put in place, added text can be made at the bottom of the related Eligibility letter reminding them that the additional money will be sent to the protective payee based on the Protective Payee agreement they signed.

Sanction in place before protective payee

In cases where the sanction is in place before the protective payee is established, send a blank letter through SPEC C FORMS reminding the participant that the shelter will be paid through vendor payments due to the sanction and the remainder of the money will be sent to the payee.

Sanction with money mismanagement and protective payee

The one exception to this is if money mismanagement is also determined **and** a protective payee is in place. Then CVPs would not be set up and payments would be made to the protective payee. Currently protective payees are rare.

Exceptions to having shelter expenses paid through CVP in sanction

There are circumstances in which a participant's housing costs will not be protected by having CVPs in place. An example would be if a participant is currently in eviction and the rent payment would not preserve the participant's housing. In these situations, a Benefit Program Specialist (BPS) or Reach Up Case Manager/Career Coach (RUCM/CC) can recommend that CVP's not be set up under sanction and the Reach Up benefit should be disbursed to the participant once a sanction meeting has been held (minus sanction amount).

BPS should consult with a Reach Up Supervisor or RUCM/CC if unsure of the circumstance or there is questionable information.

BPS Support

After a sanction is entered by a Reach Up case manager or supervisor, a TODO will be sent to the BPS. Make sure a Sanction Authorization (form 606 –internal ESD link) is available and signed by both the case manager and the supervisor (or designee) before approving the change in ELIG C RUFA.

ACCESS will determine household's benefit after sanction has been applied.

Determine what the household's housing costs are, including; rent, mortgage, property taxes, allowable maintenance and repairs, and room and board.
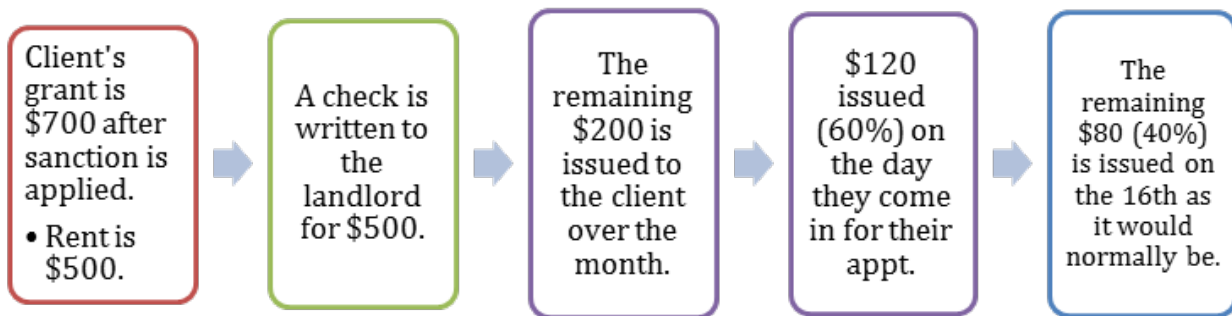
ACCESS will automatically set up a CVP for reason code 4 "Sanctioned" when the sanction is entered in CASE C SANC.

To check if a Sanction related CVP is set up

Enter SUBS C

Then enter DSPP in command

```
                CURRENT SUBSTITUTE REPORTER-PAYEE STATUS      ASPANA
**  THERE ARE   0 ALTERNATE REPORTERS                PHONE        START-END-DATE

                                                                  00 00 00


**  THERE ARE   0 EBT ALTERNATE(s)    AND   5 CVP'S FOR THIS CASE




                   RENT IS NOT VENDORED THIS PERIOD
COMMANDS:
CVP CREATE OR MODIFY:          'CVP'     CREATE ALT PAYEE - REPORTER:   'ALT'
CHANGE ALT PAYEE:              'CHGP'    CHANGE ALT REPORTER:           'CHGR'
DISPLAY ALT PAYEE OR CVP:      'DSPP'    DISPLAY ALT REPORTER:          'DSPR'
USER: 934 FNX: SUBS MODE: C RPTGRP:              PERIOD: 02 18 COMMAND: DSPP
DO: Z IMS: 934 RPTGRP NAME:
```

SUBS C DSPP will show the history of CVPs for the case

```
              SUBSTITUTE PAYEE STATUS ASPANG
OCCURRENCE               1   OF      1 PROG ASPANG

CASE IS CVP BY REASON OF (CODE) :       4 SANCTIONED
                                                    START DATE
                                                    01 01 2019

                                                    END DATE
                                                    99 99 9999



TO CHANGE THIS CVP ENTER 'CHGC' IN COMMAND LINE







USER: 934 FNX: SUBS MODE: C RPTGRP:           PERIOD: 12 18 COMMAND: _
DO: Z IMS: 934 RPTGRP NAME:
```

Hit enter to see additional occurrences. This case only had one CVP.

To write checks follow the Issuing Benefits through the Reach Up Eligibility procedure on CVPs (P-2231E).