

P-2210 HOUSEHOLD COMPOSITION (continued)

P-2210E Caretaker Household (Reach Up rule 2241) **(22-20)**

Dependent children living with a caretaker who is not the child(ren)'s parent, may be eligible for a Caretaker Reach Up grant. Legal guardianship is not necessary to be considered a caretaker.

Child support forms must be provided for all absent parents of the child(ren). Caretakers can complete the forms with as much information that they have available.

Assigning a Temporary Social Security Number for the Head of Household

Temporary Social Security Numbers (666 numbers) can be assigned to the head of household if the Caretaker is receiving Reach Up benefits for his/her own child(ren). If the Caretaker objects to a 666-number due to religious reasons, contact AOPS for a different temporary social security number.

If the Caregiver is not receiving Reach Up benefits for his/her own child(ren), but the Caregiver has minor children, a temporary social security number should still be assigned to the Caretaker benefit. This is to avoid potential conflict later if the Caretaker has to apply for Reach Up benefits for his/her own children.

When a temporary social security number is assigned to a Caregiver household, all case records, including child support records will be stored under the temporary social security number. If benefits end and the Caretaker reapplies for a Caretaker Reach Up grant for the same child(ren), the previously assigned temporary social security number should be assigned for the case. To see if the Caretaker has already been assigned a 666 temporary social security number, complete a PERS/D search in ACCESS for the Caretaker's name **as well as the child's name.**

Caretaker and Parent in the same household

Caretaker as the legal guardian

If the caretaker is the legal guardian and a birth parent moves into the household with the caretaker and the child(ren), it is up to the caretaker to decide if the parent should be included in the Reach Up grant or not. The caretaker remains the payee of the grant in either case.

Caretaker not the legal guardian

If the caretaker is not the legal guardian and a birth parent moves into the household with the caretaker and the child(ren), the birth parent must be included in the Reach Up grant.

Child Only Grant

Shelter expenses will be used to determine the Reach Up benefit. Encourage the caretaker to "charge" the children a shelter expense to maximize the grant (\$490 outside Chittenden County; \$540 within Chittenden County). See Procedure [2214B](#) on Caretaker Shelter.

Caretaker Applying for No Other Programs

Questions on the ESD 202 should be answered as if the child is answering the questions. The children's resources and income must be indicated.

Caretaker Applying for 3SVT or Supplemental Fuel

Questions on the ESD 202 must be answered for everyone in the household. Clarify income and resource information for the child so the Child Only Reach Up grant can be correctly determined.

Caretaker Applying for Reach Up for their own children at same time

Two separate applications are not necessary, but the application should be scanned into both cases in OnBase.

Take lots of notes on the application and/or put "stickies" in the case in OnBase so that it is clear who the application is for.

Needy Caretaker Grant

Only one caretaker may be included in an Reach Up household, even if the children have more than one caretaker (for example, two grandparents). However, income and resources of the caretaker's spouse must be included in the budget. Questions on the ESD 202 must be answered for the caretaker, a spouse (if there is one) and the children.

Include the rent the caretaker pays (do not include the rent "charged" to the children for this budget).

Compute Reach Up budget for children and caretaker and compare countable income to payment maximum for household size.

Determine if the caretaker should be included in the Reach Up household. If the caretaker's income is too high to qualify for a Reach Up grant, the caretaker should not be included in the household.

Caretakers can choose whether to be included on the Reach Up grant. If the caretaker is included on the Reach Up grant, he or she will be required to work with a Reach Up case manager.

BPS Support

Caretaker Household Examples

Example: Caretaker with no Spouse or Children of their own (biological, step or adopted)

A child with SSA income of \$250 lives with an aunt who is her caretaker.

- The aunt applies for Reach Up on behalf of the child.
- The aunt does not live with a spouse or her own children.
- The aunt's only resource consists of \$1200 equity in a car.
- She has a job earning an average of \$450/month.
- She has no unearned income.
- She pays \$575 a month rent and charges the child \$490. She lives outside Chittenden County.

STEP #1 - DETERMINE IF THE CHILD IS ELIGIBLE

Basic Needs for one	\$585
Rent charged by caretaker (use max housing allowance)	+\$400
Special Housing Allowance	+ \$90
Total Needs	= \$1075
Ratable Reduction	X .496
Payment Standard	= \$533
Child's unearned income (SSA)	- \$250
Reach Up grant for child	= \$283

Since the child's unearned income is less than the payment standard of \$533 a month, the child is eligible for a child only grant.

STEP #2 - DETERMINE IF THE CARETAKER IS NEEDY

Compute Reach Up earned income:

Gross income	\$450.00
Earned Income disregard	-\$250.00
	= \$200
X .25 of \$200 =	- \$50
Countable earned income	=150

Compute Reach Up budget for caretaker and child:

Basic Needs for two	\$771
Rent payed by caretaker (use max housing allowance)	+ \$400
Special Housing Allowance	+ \$90
Total Needs	= \$1261
Rateable Reduction	X .496
Payment Standard	= 625
Child's unearned income (SSA)	- \$250
Countable earned income	- \$150
Reach Up Grant	= \$225

The combined income of the caretaker and child is less than the Reach Up payment standard so she is needy and could receive a Needy Caretaker grant.

The Caretaker in this household can decide which type of grant she would like to receive, a Child Only grant of \$283 or a Needy Caretaker grant of \$225.