
STATE OF ARIZONA SOCIAL SERVICES BLOCK GRANT PLAN 2014-2015



THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY

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TABLE OF CONTENTS

SUBJECT	PAGE
List of Figures.....	iv
Appendices.....	iv
Introduction.....	1
SSBG Planning Level.....	1
TANF Block Grant Funds Transferred to the SSBG	1
SSBG Service Goals	2
Evaluation.....	2
Reporting on Activities Funded.....	2
SSBG Planning Process	2
State Planned Services.....	3
Locally Planned Services.....	3
Arizona Tribal Entities.....	4
Geographic Areas.....	5
Financial Operations System	5
Proof of Audit.....	5
Public Comment and Review.....	5
Plan Amendment.....	8
Catalog of Services.....	8
Federal Uniform Definitions of Services Titles	8
Arizona Dictionary and Taxonomy of Human Services.....	9
Crosswalk for Federal SSBG Services to Arizona Taxonomy.....	20
Service Availability	24
Local and State Planned Levels.....	25
Target Group Definitions.....	25
Planned Expenditures – SFY 2015	26

LIST OF FIGURES

SUBJECT	PAGE
Figure 1: SSBG Geographic Areas (State Map)	6
Figure 2: DES Organization Chart	7

APPENDICES

SUBJECT	PAGE
Appendix A. Public Notice	59
Public Notice.....	60
Appendix B. Certifications.....	61
Certification Regarding Lobbying	62
Certification Regarding Drug-Free Workplace Requirements	63
Certification Regarding Debarment, Suspension And Other Responsibility Matters.....	66
Certification Regarding Environmental Tobacco Smoke	69
Appendix C. Pre-Expenditure Report Form.....	70

STATE OF ARIZONA

Title XX Social Services Block Grant Plan

July 1, 2014 – June 30, 2015

Introduction

This document provides information on the types of activities supported and the categories or characteristics of individuals served under the provisions of the Omnibus Budget Reconciliation Act of 1981, Public Law 97-35, Subtitle C - Block Grants for Social Services, which amends Title XX of the Social Security Act. The Arizona Department of Economic Security (DES) under the statutory provisions of the law administers the Arizona Social Services Block Grant (SSBG) Plan (the Plan).

The program period covered corresponds to the State Fiscal Year 2015 (SFY 2015), which begins on July 1, 2014, and ends June 30, 2015. SFY 2015 overlaps portions of Federal Fiscal Year 2014 (FFY 2014) and FFY 2015, which run from October 1 through September 30.

SSBG Planning Level

The specific formula used to estimate the amount of federal SSBG funds that are available for funding the planned services during Arizona's SFY 2015 is calculated from one-fourth of Arizona's FFY 2014 allocation and three-fourths of Arizona's estimated FFY 2015 allocation. Since the actual allotment available to Arizona is determined pursuant to Congressional and Presidential approval, the services and planning levels identified are estimates. An amount of \$20,014,130 TANF Block Grant funds projected to be transferred to the SFY 2015 SSBG is included in the Plan in addition to the SFY 2015 estimated SSBG funding level of \$32,749,900 for a total combined planning level of \$52,764,030.

The planned SFY 2015 expenditures are detailed on spreadsheets that begin on page 26 of the Plan. Spreadsheets are displayed for each of the DES Administrations/Divisions that plan to use SSBG funding for SFY 2015. The spreadsheets show the Services, Target Group(s), Status Eligibility, and Funding for each of the Locally Planned and State Planned SSBG services. This format allows the DES, local entities, and the U.S. Department of Health and Human Services (DHHS) to see the planned uses for SSBG funds.

TANF Block Grant Funds Transferred to the SSBG

Laws 2013, Chapter 1, Section 27 allows up to ten percent of Temporary Assistance to Needy Families (TANF) Block Grant funds to be transferred to the SSBG for Children Services funding. The Department is estimating a transfer of \$20,014,130 of TANF funds for Children's Services which is below ten percent of TANF Block Grant funds in accordance with the Arizona statute.

SSBG Service Goals

The mission of the Arizona Department of Economic Security is to promote the safety, well-being, and self-sufficiency of children, adults, and families. Arizona's SSBG-funded services will be directed toward one or more of the following federal goals:

- I. Achieve or maintain economic self-support to prevent, reduce, or eliminate dependency.
- II. Achieve or maintain self-sufficiency, including reduction or prevention of dependency.
- III. Prevent or remedy neglect, abuse, or exploitation of children and adults unable to protect their own interests or preserving, rehabilitating, or reunifying families.
- IV. Prevent or reduce inappropriate institutional care by providing for community-based care, home-based care, or other forms of less intensive care.
- V. Secure referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions.

The goals of DES and the five federal SSBG goals are very much aligned particularly in the areas of achieving or maintaining economic self-support to prevent, reduce, or eliminate dependency. The goals of DES are to: Strengthen individuals and families; Increase self-sufficiency; Collaborate with communities to increase capacity; Improve accountability through active performance monitoring and increased transparency; and Improve outcomes for Arizonans by creating a person centered human services system. DES facilitates the efficient delivery of a broad array of services aimed at helping individuals and families make effective decisions to increase their safety, stability, and self-sufficiency.

Evaluation

The appropriate administrations within DES contracting for services funded by the SSBG have the responsibility of monitoring and evaluating the social service programs funded by the SSBG.

Reporting on Activities Funded

DES will prepare a report on activities carried out with funds allocated in the Plan. The report may be used to determine the extent to which funds were spent in a manner consistent with the Plan. The *Annual Report of Services Funded by the Social Services Block Grant for Fiscal Year 2015* will be available to the public after January 1, 2016. To obtain copies of this report, direct your request to the contact person at the telephone number or mailing address listed on page 5 of this Plan.

SSBG Planning Process

DES is responsible for planning and developing the Plan. This includes acquiring input from planning regions and local planning bodies and tribal entities for locally planned SSBG services. Planning for the use of the available SSBG funds is accomplished as a part of the Department's annual budget development process.

State Planned Services

The DES Administrations/Divisions participating in Arizona's SSBG planning and reporting process are:

- Division of Child Safety and Family Services (DCSFS)
- Child Care Administration (CCA)
- Division of Benefits and Medical Eligibility (DBME)
- Division of Aging and Adult Services (DAAS)
- Division of Business and Finance (DBF) – Policy and Planning Administration (PPA)
- Division of Developmental Disabilities (DDD)
- Employment Administration (EA)
- Rehabilitation Services Administration (RSA)

These Administrations/Divisions within DES perform statewide planning activities by coordinating with similar and related programs of other state and local agencies, producing planning documents, fulfilling all federal statutory responsibilities accompanying the administration of programs, and involving local planning agencies in the development of a coordinated planning effort and review of local priorities for incorporation into statewide planning products.

Locally Planned Services

A significant amount of SSBG services are provided primarily through local service-delivery systems contracted by DES to augment state services and to respond to local needs.

Arizona's six Councils of Governments (COGs) are invited to act as a conduit for local input into this portion of the SSBG service-delivery system. The method for obtaining local input varies by COG region and typically includes using broad-based planning committee(s) to identify regional priorities for the use of locally planned funds. The following chart indicates the distribution of the allocation for locally planned services by COG region.

COUNCILS OF GOVERNMENTS (COGs)	LOCAL PLANNED SERVICES ALLOCATION
Maricopa Association of Governments	\$3,456,125
Pima Association of Governments	1,363,299
Northern Arizona Council of Governments	347,580
Western Arizona Council of Governments	414,813
Central Arizona Association of Governments	381,369
Southeastern Arizona Governments Organization	355,487
TOTAL	\$6,318,673

Arizona Tribal Entities

Tribal Nations within Arizona have been established as separate SSBG Planning and Services areas. Technical assistance is provided to tribes, upon request, by DES.

Each participating tribal entity provides a recommendation for the use of a portion of the state’s SSBG allocation within their tribal area. The chart below indicates the planned allocations, target group and services for each tribal services area.

NAME of TRIBE	ALLOCATION
Ak-Chin Indian Community	\$14,303
Cocopah Tribe	\$15,564
Colorado River Indian Tribes	\$23,838
Fort McDowell Yavapai Nation	\$14,850
Fort Mojave Tribe	\$17,519
Gila River Indian Community	\$87,164
Havasupai Tribe	\$15,029
Hopi Tribe	\$88,509
Hualapai Tribe	\$23,177
Kaibab-Paiute Tribe	\$12,546
Pascua Yaqui Tribe	\$23,390
Quechan Tribe	\$21,796
Salt River Pima-Maricopa Indian Community	\$28,082
San Carlos Apache Tribe	\$84,576
San Juan Southern Paiute Tribe	\$11,040
Tonto Apache Tribe	\$12,062
White Mountain Apache Tribe	\$105,568
Yavapai-Apache Nation	\$19,545
Total (Aging and Adult Home-Based Services)	\$618,557
Tohono O'Odham (Child Day Care Services)	\$99,612
Navajo Nation (Child Home-Based Services)	\$1,135,293
Gila River Indian Community (Child Home-Based Services)	\$16,822
TOTALS	\$1,870,284

Tribal planned services may be contracted with each tribal government for the amount shown. Specific services and eligibility criteria are determined during the contracting process and are not designated in this Plan.

Geographic Areas

The regional areas for which services are planned are identified on the map on page 6. The Plan spreadsheets further delineate many services to the county level.

Financial Operations System

Arizona uses a federally approved cost allocation plan. DES is responsible for administering a wide variety and large quantity of grants and therefore utilizes multiple methods to assign costs. Indirect costs are typically assigned using modified total direct cost methodology. Other methods of assigning costs include Random Moment Samples, caseload counts, population factors, square footage, and time studies.

Proof of Audit

In accordance with 42 U.S.C. 1397e, the Single Audit Report for year ending June 30, 2013 was performed by the State of Arizona, Office of the Auditor General and submitted to the Arizona State Legislature March 28, 2014.

Public Comment and Review

The proposed Arizona State Fiscal Year 2015 SSBG Plan was made available to the public, local planning agencies and tribal entities for review and comment. A public notice was posted on the Department's Internet website on March 20, 2014 requesting public comment. Please refer to Appendix A for a copy of the public notice. All interested persons were afforded an opportunity to provide written comments on the proposed plan to the SSBG Coordinator by close of business on April 14, 2014 at the addresses listed below:

Arizona Department of Economic Security
Rod Huenemann, SSBG Coordinator
Policy and Planning Administration
1789 West Jefferson Street - Mail Site Code 837A
Phoenix, Arizona 85007
Telephone: (602) 542-3882
E-mail: SSBGInput@azdes.gov

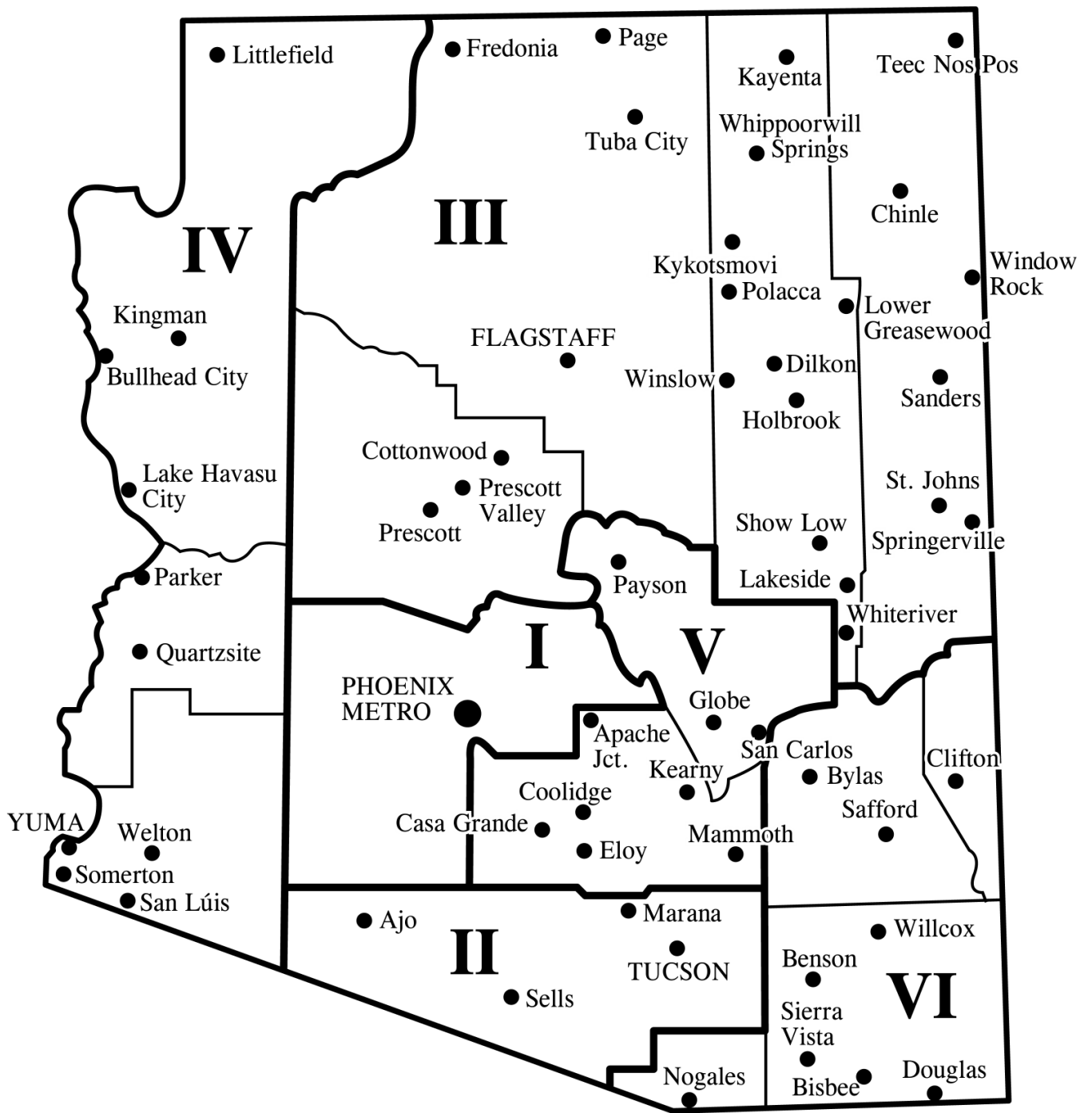
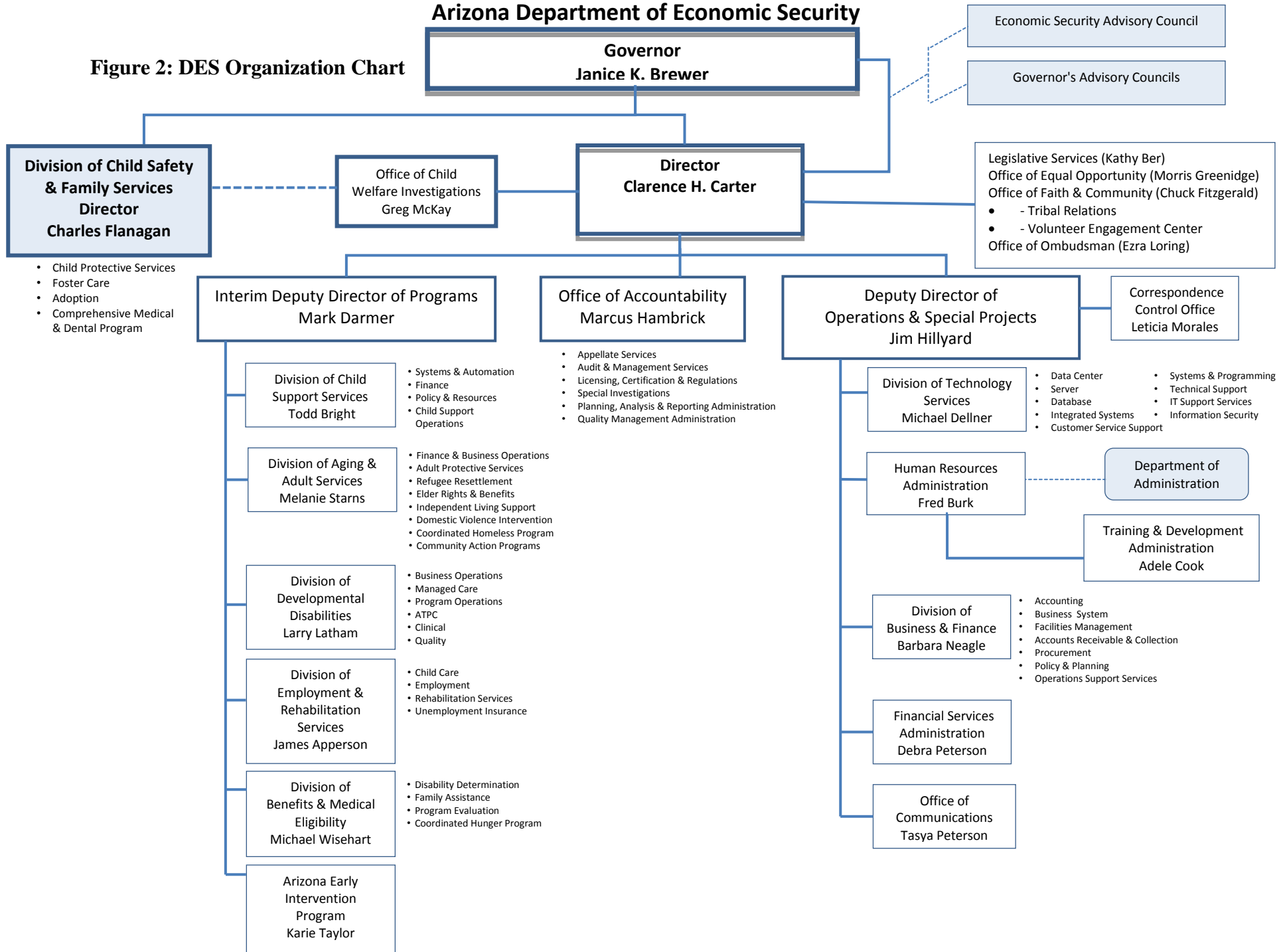


Figure 1: Geographic Planning Areas (State Map)

Arizona Department of Economic Security

Figure 2: DES Organization Chart



Plan Amendment

The Plan may be revised throughout the year as necessary to reflect substantial changes in the activities provided that affect the overall intent of the Plan. Any substantive revisions will be made available for public review and comment from interested persons and federal and public agencies.

Service needs and program decisions may make it necessary to add services or make changes in eligibility, geographic and service availability, or the target group to which the service may be directed. These changes may be made in the Department's contracting process or direct service-delivery process without modifying the Plan.

Catalog of Services

This section identifies the services that may be funded under terms of the SSBG. The services are defined as follows:

- The *Federal Uniform Definitions of Services* is a listing of the 29 titles of services that are required to be used for the purpose of reporting SSBG expenditures annually to the Federal Government. These services are defined in Title 45, Part 96, Appendix A of the Code of Federal Regulations. The 29 titles are listed below.
- Services listed in the *Arizona Dictionary and Taxonomy of Human Services* are provided by DES or through purchase-of-service agreements with local community service providers.
- The *Crosswalk for Federal SSBG Services to the Arizona Dictionary and Taxonomy for Human Services* provides a listing of the Federal Service Titles and the corresponding Arizona Taxonomy Service Titles.

Federal Uniform Definitions of Services Titles

1. Adoption Services	17. Information and Referral
2. Case Management Services	18. Legal Services
3. Congregate Meals	19. Pregnancy and Parenting Services for Young Parents
4. Counseling Services	20. Prevention and Intervention Services
5. Day Care Services - Adults	21. Protective Services for Adults
6. Day Care Services - Children	22. Protective Services for Children
7. Education and Training Services	23. Recreational Services
8. Employment Services	24. Residential Treatment Services
9. Family Planning Services	25. Special Services for Persons with Developmental or Physical Disabilities
10. Foster Care Services for Adults	26. Special Services for Youth Involved In or At Risk of Involvement With Criminal Activity
11. Foster Care Services for Children	27. Substance Abuse Services
12. Health Related and Home Health Services	28. Transportation Services
13. Home Based Services	29. Other Services
14. Home Delivered Meals	
15. Housing Services	
16. Independent and Transitional Living Services	

Arizona Dictionary and Taxonomy of Human Services

- **Adaptive Aids and Devices**
A service that provides or fabricates specialized equipment that will assist persons in performing normal living skills, and any necessary installation, fitting, adjustment, and training.
- **Adaptive Aids and Devices – Repair/Modification**
A service that repairs or modifies aids and devices that assist persons in performing normal living skills.
- **Administrative Services**
Services that enable the effective administration and receipt of services.
- **Adoption**
A service that provides for the certification of a family, support services to the family after a child is placed and supervision of the family until the child's adoption is finalized.
- **Adoption Services**
Services that provide for the selection of a family, placement and supervision of a child until an adoption is finalized.
- **Adoption Subsidy**
A service that provides payments for special services and/or maintenance for children who might otherwise not be adopted.
- **Adult Day Care/Adult Day Health Care**
A service that provides supervised planned care and health-related services to adults in a group setting during a portion of a 24-hour day.
- **Adult Foster Care**
A service that provides residential care and supervision of one to four adults in a family setting.
- **Advocacy**
Services that take action to protect the rights of individuals and ensure they receive appropriate services and benefits or to seek needed changes in the law and/or administrative rules to protect the rights of individuals and ensure adequate service levels.
- **Alternative Communication Training**
A service that provides for a specific curriculum that creates an opportunity for competency in recognized and accepted non-verbal medium.
- **Alternative Residential Services**
An alternative setting to an individual's own home that is licensed or certified to provide one or more of the following: room and board, health care, health related services, behavioral health services, and/or habilitation for residents on a continuing basis. The setting is not a licensed nursing care institution.

Arizona Dictionary and Taxonomy of Human Services

- **Assessment/Evaluation**
Services that provide an evaluation to identify and analyze problems, needs and/or assets and may recommend corrective action and/or treatment.
- **Attendant Care/Personal Assistance**
A service that provides a qualified individual to supply needed services in order for an individual to remain in his/her home and/or participate in work/community activities.
- **Basic Education**
A service that provides instruction in educational areas necessary for an individual to function effectively.
- **Behavioral Therapeutic Activities**
A service that provides therapeutic activities to persons and/or their families in a home, school, preschool, after school, nursery/day care, or other residential or non-office setting. (The Department of Health Services presently calls this service In Home and Community.)
- **Case Management**
A service or process that establishes a relationship with an individual or family in order to enhance their functioning and/or integration into the community. Appropriate services and/or benefits are identified, planned, obtained, provided, recorded, monitored, modified when necessary and/or terminated. This may include: assessment to determine their needs and eligibility when applying for/receiving services, assistance in finding necessary resources in addition to covered services to meet basic needs, assistance in obtaining entitlements, communication and coordination of care as well as follow-up of crisis contacts or missed appointments.
- **Child Care**
A service that provides supervised planned care for children during a portion of a 24-hour day.
- **Child Foster Care**
A service that provides family home care and supervision to child(ren) on a 24-hour day basis.
- **Child Support**
Services that locate absent parents, establish paternity, establish child support obligation, and collect and distribute child/spousal support.
- **Chore**
A service that provides for heavy indoor cleaning and may include designated outdoor tasks.
- **Client Access, Education and Information**
A service that provides education, information and assistance to individuals and groups regarding the availability of, and accessibility to, human services.

Arizona Dictionary and Taxonomy of Human Services

- **Community Education and Information**
A service that provides information on, and/or instructions in, various subjects through public contact and/or meetings, printed materials and media presentations focused on a particular subject, field of interest, agency or service(s).
- **Community Services**
Services that provide a range of activities that have a measurable and major impact on causes of poverty.
- **Companion Services**
A service that provides companions and supportive services to individuals with special needs.
- **Comprehensive Disability Related Services**
Services that provide two or more of the following services that assist individuals in achieving their vocational or independent living goals. The services include but are not limited to: adaptive aids and devices, assistive technology training, independent living skills, orientation and adjustment to disability training, orientation and mobility training, and work adjustment training.
- **Comprehensive Service Delivery**
Services that provide two or more of the following services that assist individuals in accessing or receiving services: protective services, counseling, home care, home management training, reassurance, home repair/adaptation/renovation, transportation, parent aide service and case management.
- **Comprehensive Youth Development**
A service that mobilizes volunteers who are adults to carry out programs that develop the personal fitness and character of youth.
- **Congregate Meals**
A service that provides for a nutritious meal containing at least 1/3 of the Recommended Dietary Allowance for an individual in a congregate setting.
- **Consultation**
A service that provides professional information and advice to assist in planning, developing, implementing and evaluating individual and service programs and in providing coordination with the professional community.
- **Coordination**
A service that promotes efficiency through the cooperation and collaboration of multiple entities concerned with the same issue or need.
- **Counseling/Intervention**
Services that provide for a wide range of personal, interpersonal, situational, and functional guidance.

Arizona Dictionary and Taxonomy of Human Services

- **Crisis Shelter Services**
Services that provide assistance to abused individuals or families. Services include, but are not limited to both the shelter and counseling.
- **Day Care**
Services that provide for, and support the provision of, supervised planned care during a portion of a 24-hour day.
- **Day Treatment and Training**
Services that provide training, supervision, therapeutic activities and as appropriate, counseling, to promote skill development in independent living, self care, communication, and social relationships.
- **Developmental Day Training**
A service that provides specialized sensor motor, cognitive, communicative, social, interaction, and behavioral training for some portion of a 24-hour day.
- **Developmental Disability Day Care**
A service that provides supervised planned care, daily living skills training, and habilitation services in a group setting during a portion of a 24-hour day.
- **Domestic Violence**
Services provide assistance to an abused individual or families. Services available include: shelter, supportive, prevention strategies, training, victim's rights and victim's compensation, coordination, crisis counseling, case management, advocacy, planning, program development, program evaluation, supported employment, life skills training, law enforcement and prosecution.
- **Drug Abuse Counseling**
A service that provides an individual an opportunity to learn the effects of drug abuse and counsels the person on alternative life style habits.
- **Eligibility Determination**
A service that provides a decision that an individual or household is or is not qualified for services or benefits.
- **Emergency Human Services**
Services that respond to crises-related situations where there is an inability to provide for the basic needs. Services may include, but are not limited to: case management, financial and referral.
- **Emergency Shelter**
A service that provides immediate shelter to persons who are without shelter or a fixed place of residence. Emergency shelter may usually be provided for a period of up to 120 days.

Arizona Dictionary and Taxonomy of Human Services

- **Employment Related Services**
Services that provide outreach, intake, eligibility, placement and follow-up activities in support of obtaining employment. Services may include, but are not limited to: occupational/vocational education, assessment, basic education, work experience, counseling, case management, job development and placement, work adjustment training, supported employment, supported employment extended, work exploration, and pre-vocational training.
- **Employment Services**
Services that provide activities and assistance in support of finding, entering or retaining a job for individuals or groups.
- **Exemplary Youth Work Program**
Services that provide various employment-related training activities for youth. Services may include, but are not limited to: occupational/vocational education, assessment, basic education, work experience, counseling, case management, and job placement.
- **Family Planning**
A service that provides assistance to individuals to voluntarily implement plans to determine the number and spacing of children.
- **Food Administration**
A service that provides for the storage, handling, and distribution of food products.
- **General Transportation**
A service that provides or assists in obtaining various types of transportation for specific needs.
- **Group Home Care**
A licensed facility for the 24-hour care and supervision of individuals.
- **Habilitation Services**
Services that provide a variety of interventions designed to maximize the functioning of persons with developmental disabilities. Services may include, but are not limited to: habilitative therapies, special developmental skills, behavior intervention, and sensorimotor development.
- **Home Care**
Services that provide individuals who are at risk of institutionalization with coordinated in-home support needed to remain at home. Services may include, but are not limited to: attendant care/personal assistance, housekeeping/homemaker, chore, home health aid, personal care, respite, and nursing services.
- **Home Delivered Meals**
A service that provides for a nutritious meal containing at least 1/3 of the Recommended Dietary Allowance for an individual, delivered to his/her place of residence.

Arizona Dictionary and Taxonomy of Human Services

- **Home Health Aid**
A service that provides intermittent health maintenance continued treatment or monitoring of a health condition and supportive care for activities of daily living at the individual's place of residence.
- **Home Management Skills Training**
A service that provides training in activities related to routine household maintenance.
- **Home Recruitment and Study**
A service that identifies families for either permanent placements or to provide child care services, conducts training to families and prepares the home study for licensure/certification.
- **Home Repair/Renovation**
A service that provides for safety and/or structural repairs to the home.
- **Hospice**
A service that provides health care and emotional support to terminally ill individuals and their families/caregivers during the final stages of life.
- **Housekeeping/Homemaker**
A service that provides assistance in the performance of routine household activities at an individual's place of residence.
- **Housing Search and Relocation**
A service that provides assistance toward locating suitable housing.
- **Housing Support Services**
Services that focus on providing the necessary supports to locate and maintain a home.
- **Independent Living**
A service that provides for individuals living independently and possessing the skills necessary to function at a minimum level of self-sufficiency.
- **Independent Living Skills**
A service that provides interpersonal and daily living skills training and counseling to prepare individuals for independent living.
- **Information and Referral**
A service that provides or arranges for assistance to individuals to enable them to gain access to services through the provision of accurate and current information and referral to appropriate resources. Referral may involve short-term supportive assistance and follow-up.
- **In-Home Family Support**
Services that provide coordinated support services that will assist the family to remain intact or an individual to remain in his/her home.

Arizona Dictionary and Taxonomy of Human Services

- **Intensive Family Preservation and Reunification Services**
Services that provide intensive crisis-oriented activities to families whose children are at significant risk of out-of-home placement due to abuse and/or neglect in order to allow those children to safely remain in their own home. Services may include, but are not limited to: counseling, communication and negotiation skills, parenting skills training, home management skills, job readiness training, case management, and development of linkages to community resources.
- **Interpreter**
A service that provides a person or equipment to facilitate communication.
- **Job Development and Placement**
A service that provides assistance in obtaining employment for job-ready individuals.
- **Job Training**
A service that develops specific vocational skills.
- **Legal Assistance**
A service that provides consultation and representation of civil and legal matters.
- **Legal Services**
Services that provide for consultation and information based on law.
- **Long-Term Care Advocacy**
A service that is to investigate and resolve complaints relating to administrative action that may adversely affect the health, safety, welfare and rights of individuals who are residents of long term care facilities.
- **Medical Alert System**
Services provide access to emergency assistance by means of an electronic alert system for vulnerable individuals who live alone or are left alone for an extended period.
- **Mental Health Education**
A service that provides instruction utilizing a positive life style as the medium of instruction.
- **Monitoring**
A service that checks and keeps track of contractor compliance with state, federal and contractual regulations, rules and conditions.
- **Nursing**
A service that provides nursing intervention that may include patient care, coordination facilitation and education.
- **Nutrition Education**
A service that provides individual or group instruction about food to maintain or improve development.

Arizona Dictionary and Taxonomy of Human Services

- **Occupational Therapy**
A service that directs the individual's participation in selected activities to restore, maintain or improve functional skills.
- **Occupational/Vocational Education**
A service that provides instruction and/or skills training in technical, business and other trade areas. Training may be provided in a classroom or actual job setting.
- **Orientation and Mobility Training**
A service that provides skills training that assists a person in safely navigating an identified environment.
- **Outreach**
A service that provides a systematic method to identify and directly contact persons in need of services.
- **Parent Aide Service**
A service that provides a range of support services instruction and assistance to parents or caregivers to improve their skills and ability to fulfill parenting roles and responsibilities.
- **Parenting Skills Training**
A service that provides training that promotes specific parent or caregiver skills.
- **Peer Counseling**
A service that provides self-help opportunities.
- **Personal Care**
A service that provides assistance with personal physical needs.
- **Personal Escort**
A service that provides an escort who transports and assists an individual to perform necessary errands away from the residence.
- **Personal Living Skills Training**
A service that provides training that promotes specific self-care skills.
- **Physical Therapy**
A service that provides treatment to restore, maintain or improve a physical function.
- **Planning**
A service that identifies and analyzes priority needs, explores options, establishes goals, and develops a course of action that will bring about a desired condition or event at some specific time in the future.
- **Prevention**
Services that provide for planned efforts to prevent specific conditions, illnesses, injuries or environmental hazards that could place an individual, group or community at risk for a negative social, physical, behavioral or health outcome.

Arizona Dictionary and Taxonomy of Human Services

- **Prevocational Training**
A service that provides sensorimotor, cognitive, communicative, social interaction and behavioral training necessary for vocational activities.
- **Professional Family Foster Care**
Services that provide in a family-based home, care and supervision of a child on a 24-hour basis and include specialized care and support services, which are the responsibility of the licensee who serves as the foster parent.
- **Professional Specialty**
A service that allows for the provision of services not otherwise identified separately in this Arizona Dictionary and Taxonomy of Human Services that requires special expertise, knowledge or credentials in a given area.
- **Program Administration**
A service that distributes and administers funds received for programs.
- **Program Development**
A service that researches and/or establishes a new service(s); improves, expands, or integrates an existing service(s).
- **Program Evaluation**
A service that assesses systematically the impact and/or efficiency of programs.
- **Protective Services**
Services that provide support to individuals who are in abusive, self-neglect, or vulnerable situations. Services may include, but are not restricted to: financial, shelter, legal, counseling, information and referral and follow-up.
- **Reassurance**
A service that provides a regular contact system for individuals restricted to their place of residence.
- **Rehabilitation Instructional Services**
Services that provide training in community living skills and activities directed toward personal and social adjustment.
- **Relinquishment and Severance**
A service that assists biological and/or legal parents in the decision and/or process of relinquishment or termination of their rights as parents.
- **Research**
A service that entails gathering information on specific topics.
- **Residential Living and Development**
Services that provide for varying degrees of residential care, supervision, counseling, and training in activities of daily living.

Arizona Dictionary and Taxonomy of Human Services

- **Respiratory Therapy**
A service that provides treatment to restore, maintain, or improve breathing.
- **Respite**
Services that provide different types of respite.
- **Respite Care**
A service that provides short-term care and supervision consistent with the health needs of the person to supplement care to provide a safe living environment and/or to support or relieve caregivers for the benefit of the person.
- **Self-Help Group**
A service that provides peer intervention in a group setting.
- **Shelter**
Services that provide for care, refuge, and protection.
- **Sheltered Employment**
A service that provides a controlled and protected work environment, additional supervision, and other supports for individuals engaged in remunerative work either in a sheltered workshop or in the community.
- **Social Adjustment**
A service that instructs multiple domains of a person's life for improved functioning.
- **Social Development**
Services that provide structure and instruction, designed to promote improved social functioning.
- **Socialization and Recreation**
A service that promotes mentally and emotionally healthy interaction between participants and that may be organized around leisure activities.
- **Speech Therapy**
A service that provides evaluations, program recommendations, and/or treatment/training in receptive and expressive language, voice, articulation, and fluency.
- **Staff Development and Training**
A service that provides an organized method of improving needed staff skills.
- **Substance Abuse Assessment**
A service that provides for the assessment of an individual to determine substance abuse and dependence and recommend interventions and treatment.
- **Substance Abuse Screening**
A service that provides for the screening of an individual to determine the presence of alcohol or drug abuse.

Arizona Dictionary and Taxonomy of Human Services

- **Supervised Employment**
Services that provide for training in an area of employment under guidance of a trained supervisor.
- **Supported Employment**
A service that provides job development, assistance in matching the individual with an integrated competitive job, and intensive time-limited supports to an employed individual once placed.
- **Supported Employment, Extended**
A service that provides long-term, on-going support services for an employed individual.
- **Supportive Intervention/Guidance Counseling**
A service that provides supportive intervention and/or guidance.
- **Transitional Housing**
A service that provides long-term shelter for a period of up to two years to homeless persons, who are sufficiently stabilized to pursue some level of self-sufficiency, but may require additional supportive services. The goal of this service is to facilitate movement to permanent housing.
- **Transitional Shelter**
A service that provides short-term care.
- **Transportation**
Services that promote or provide mobility.
- **Unaccompanied Minors Service**
A service that provides foster care provisions for refugee minors who are in the United States without a qualified parent or legal guardian.
- **Utility Assistance**
A service that provides financial and/or non-financial aid to meet residential public service needs.
- **Volunteer Services**
A service that provides coordination of volunteer activities.
- **Work Adjustment Training**
A service that provides training in the meaning, value and demands of work and in the development of positive attitudes toward work.
- **Work Experience**
A service that provides work situations and support services to foster and promote the transition to employment.

**Crosswalk for Federal SSBG Services to the
Arizona Dictionary and Taxonomy of Human Services**

SSBG Services for Federal Reporting Requirements	Arizona Taxonomy Services Approved for SSBG Funding
1. Adoption Services	<ul style="list-style-type: none"> • Adoption • Adoption Services • Adoption Subsidy • Relinquishment and Severance
2. Case Management Services	<ul style="list-style-type: none"> • Case Management • Coordination • Eligibility Determination • Emergency Human Services
3. Congregate Meals	<ul style="list-style-type: none"> • Congregate Meals
4. Counseling Services	<ul style="list-style-type: none"> • Assessment/Evaluation • Counseling/Intervention • Professional Specialty • Supportive Intervention/Guidance Counseling
5. Day Care Services-Adults	<ul style="list-style-type: none"> • Adult Day Care/Adult Day Health Care • Companion Services • Day Treatment and Training • Developmental Day Training • Monitoring
6. Day Care Services-Children	<ul style="list-style-type: none"> • Child Care • Day Treatment and Training • Developmental Day Training • Home Recruitment and Study • Monitoring
7. Education and Training Services	<ul style="list-style-type: none"> • Alternative Communication Training • Basic Education • Interpreter
8. Employment Services	<ul style="list-style-type: none"> • Adaptive Aids and Devices • Adaptive Aids and Devices – Repair/Modification • Assessment/Evaluation • Employment Related Services • Exemplary Youth Work Program • Job Development and Placement • Job Training • Mature Worker Program

Arizona Dictionary and Taxonomy of Human Services

<p>8. Employment Services (Continued)</p>	<ul style="list-style-type: none"> • Occupational/Vocational Education • Prevocational Training • Sheltered Employment • Supported Employment • Supported Employment, Extended • Work Adjustment Training • Work Experience
<p>9. Family Planning Services</p>	<ul style="list-style-type: none"> • Family Planning
<p>10. Foster Care Services for Adults</p>	<ul style="list-style-type: none"> • Adult Foster Care • Home Recruitment and Study
<p>11. Foster Care Services for Children</p>	<ul style="list-style-type: none"> • Child Foster Care • Home Recruitment and Study • Monitoring • Professional Family Foster Care
<p>12. Health Related and Home Health Services</p>	<ul style="list-style-type: none"> • Disease Prevention and Health Promotion • Home Health Aid • Hospice • Medical Alert System
<p>13. Home Based Services</p>	<ul style="list-style-type: none"> • Administrative Services • Attendant Care/Personal Assistance • Community Services • Home Care • Housekeeping/Homemaker • Orientation and Mobility Training • Parent Aid Service • Personal Care • Personal Living Skills Training • Program Development • Reassurance • Rehabilitation Instructional Services • Respite
<p>14. Home Delivered Meals</p>	<ul style="list-style-type: none"> • Home Delivered Meals
<p>15. Housing Services</p>	<ul style="list-style-type: none"> • Emergency Shelter • Home Repair/Renovation • Housing Search and Relocation • Housing Support Services • Planning • Shelter • Transitional Housing

Arizona Dictionary and Taxonomy of Human Services

<p>16. Independent and Transitional Living Services</p>	<ul style="list-style-type: none"> • Independent Living Skills • Unaccompanied Minors Service
<p>17. Information and Referral</p>	<ul style="list-style-type: none"> • Client Access, Education and Information • Community Education and Information • Coordination • Information and Referral • Outreach • Volunteer Services
<p>18. Legal Services</p>	<ul style="list-style-type: none"> • Legal Assistance
<p>19. Pregnancy and Parenting Services For Young Parents</p>	<ul style="list-style-type: none"> • Community Education and Information • Parenting Skills Training
<p>20. Prevention and Intervention Services</p>	<ul style="list-style-type: none"> • Advocacy • Behavioral Therapeutic Activities • Comprehensive Service Delivery • Comprehensive Youth Development • Counseling/Intervention • Crisis Shelter Services • Domestic Violence • Housing Support Services • In-Home Family Support • Intensive Family Preservation and Reunification Services • Long-Term Care Advocacy • Parent Aide Service • Peer Counseling • Supportive Intervention/Guidance Counseling • Transitional Shelter
<p>21. Protective Services for Adults</p>	<ul style="list-style-type: none"> • Emergency Human Services • Protective Services
<p>22. Protective Services for Children</p>	<ul style="list-style-type: none"> • Emergency Human Services • Protective Services
<p>23. Recreational Services</p>	<ul style="list-style-type: none"> • Comprehensive Youth Development • Social Adjustment • Socialization and Recreation
<p>24. Residential Treatment Services</p>	<ul style="list-style-type: none"> • (Not a DES service)

Arizona Dictionary and Taxonomy of Human Services

<p>25. Special Services for Persons With Developmental or Physical Disabilities</p>	<ul style="list-style-type: none"> • Adaptive Aids and Devices • Adaptive Aids and Devices – Repair/Modification • Alternative Communication Training • Attendant Care/Personal Assistance • Day Treatment and Training • Developmental Day Training • Developmental Disability Day Care • Comprehensive Disability Related Services • Employment Services • Employment Related Services • Habilitation Services • Home Management Skills Training • Housekeeping/Homemaker • Independent Living • Interpreter • Job Training • Occupational Therapy • Personal Living Skills Training • Physical Therapy • Rehabilitation Instructional Services • Respite • Sheltered Employment • Socialization and Recreation • Speech Therapy • Supported Employment • Supported Employment, Extended • Transportation
<p>26. Special Services For Youth Involved in or at Risk of Involvement with Criminal Activity</p>	<ul style="list-style-type: none"> • Prevention
<p>27. Substance Abuse Services</p>	<ul style="list-style-type: none"> • Assessment/Evaluation • Case Management
<p>28. Transportation Services</p>	<ul style="list-style-type: none"> • Personal Escort • Transportation
<p>29. Other Services</p>	<ul style="list-style-type: none"> • Coordination • Consultation

SSBG funds may not be used for direct monetary payments to SSBG clients, purchase of land, build buildings, public school system, and professional medical care. However, there are exceptions that allow the use of SSBG funds for some of these items under certain circumstances.

Service Availability

The Services, Target Group Eligibility and Status Eligibility sections are identified below and provide the primary basis for determining eligibility for service. In addition to these areas, service availability will be determined on the basis of programmatic need for service. More specific service availability criteria may be specified in the purchase-of-service contracts with provider agencies. An individual who is determined to be eligible under the above criteria shall not be denied access to services because of any other condition, although providers may use waiting lists and/or set priorities for services based on level of need for the service.

A. Services

This column lists the services available in the geographic area. Eligibility for service may vary from one geographic area to another, and services may only be available in certain areas of the state. Some services may be identified as being available on a statewide basis.

B. Target Group Eligibility

This column identifies the types of individuals eligible for service. The most common target groups identified are adults, children, elderly, persons with disabilities, developmentally disabled, and adults/families/children. The definitions of these target groups are identified on page 25. Combinations of target groups may be identified (e.g., elderly persons with disabilities would be designated as "ELD/PWD"). Also, there may be characteristics added to the target groups (e.g., ELD/PWD/Blind) that further clarify availability of service.

C. Status Eligibility

This column identifies the financial category for which individuals must qualify in order to be eligible for service. Arizona does not require a means test for SSBG-funded services. Children and their families who receive services that are funded with TANF funds transferred to the SSBG must have incomes less than 200 percent of the federal poverty level.

1. **Income Eligibility TANF/SSBG Funds** - Services funded by TANF funds transferred to SSBG are delivered in accordance with the requirements of 42 U.S.C. Part A, Title IV, Sec. 404, (d) (3) (B), which reads:

EXCEPTION RELATING TO TITLE XX PROGRAMS. All amounts paid to a State under this part that are used to carry out State programs pursuant to Title XX shall be used only for programs and services to children or their families whose income is less than 200 percent of the income official poverty line (as defined by the Office of Management and Budget, and revised annually in accordance with section 673(2) of the Omnibus Budget Reconciliation Act of 1981) applicable to a family of the size involved.

2. **Income Eligibility Child Care** - The Child Care Administration provides child care assistance to support working families with incomes at or below 165 percent of the federal poverty level. Working families whose incomes are at or below 100 percent of the federal poverty level receive priority status for services when a waiting list is in effect and for any subsequent releases of families into service. Families transitioning off of the TANF cash assistance program are not subject to the wait list. Families

referred by Child Protective Services (CPS), children receiving CPS foster care, and families who are receiving cash assistance and are participating in the Employment Administration-Jobs program and/or who are employed receive services without regard to income.

3. **Group** - All individuals within a specific target group are financially eligible.
4. **Homeless** - Individuals who have been evicted from a residence, who are residing in an emergency shelter, or who are without a regular nighttime residence and who are without family or friends that are able or willing to share their residence.

Local and State-Planned Levels

These columns represent estimates of the federal dollars that may be utilized for the delivery of the services.

Target Group Definitions

1. **Adults (AD)** - Any individual 18 years of age or older.
2. **Children (CH)** - Any individual under the age of 18.
3. **Developmentally Disabled Individuals (DD)** - Any individual having a severe, chronic disability attributable to a cognitive disability, cerebral palsy, epilepsy or autism, and which manifested itself before age 18, is likely to continue indefinitely and results in substantial functional limitations in three or more areas of the major life activities; and reflects the need for a combination and sequence of special, interdisciplinary or generic care, treatment, or other services, which are of lifelong or extended duration and are individually planned or coordinated.
 - "Major life activities" for the purpose of this definition are: (1) self-care; (2) receptive and expressive language; (3) learning; (4) mobility; (5) self-direction; (6) capacity for independent living; and (7) economic self-sufficiency.
4. **Elderly (ELD)** - Any individual 60 years of age or older.
5. **Persons with Disabilities (PWD)** - Any individual who has a physical or mental impairment that substantially limits one or more major life activities and has a diagnosis of such impairment.
 - "Physical or Mental Impairment" includes physiological conditions, cosmetic disfigurements, anatomical losses or mental disorders.
 - "Diagnosis" means diagnosed or classified as having a physical or mental impairment by a doctor of medicine, a doctor of osteopathy or a psychologist certified by either the Arizona State Board of Psychologist Examiners or the Department of Education.
 - "Major life activities" for the purpose of this definition are: (1) self-care; (2) receptive and expressive language; (3) learning; (4) mobility; (5) self-direction; (6) capacity for independent living; and (7) economic self-sufficiency.
6. **Adults/Families/Children (AFC)** - Any individual or family.