**TANF Requirements**

**Programs to be Facilitated**

**Financial Responsibility**

FLiP

* Use the curriculum provided, basically Money Matters with a few additions and adjustments.
* Go on bank and college field trips
* Conduct financial presentation for families (can be anything you determine appropriate)
* DO NOT PLAN ON CONDUCTING EVEFI/VAULT
* Use the pre and post test data to determine “confidence in dealing with finances”
* Use the spreadsheet to track progress and participants

**Out-of-Wedlock Pregnancy Prevention**

Smart Moves

* Use new curriculum on BGCA
	+ <https://www.bgca.net/Programs/Pages/SMART-Moves.aspx>
* Use the pre and post test data to determine “people served utilizing the program,” and “successful completions utilizing the strategy,” for strategy 1
* Use the spreadsheet to track progress and participants

**Parenting/Relationship Skills**

Smart Girls

* Use new curriculum on BGCA
	+ <https://www.bgca.net/Programs/Pages/SMART-Girls.aspx>
* Use the pre and post test data to determine “people served utilizing the program,” and “successful completions utilizing the strategy,” for strategy 1
* Use the spreadsheet to track progress and participants

Passport to Manhhod

* Use new curriculum on BGCA
	+ <https://www.bgca.net/Programs/Pages/Passport-to-Manhood.aspx>
* Use the pre and post test data to determine “people served utilizing the program,” and “successful completions utilizing the strategy,” for strategy 2
* Use the spreadsheet to track progress and participants

**Admin Duties for Programs**

**All Staff Files (anyone who will be doing any sort of work on the grant)**

* Need to have a signed DWS Code of Conduct form
* Need to have a signed DWS Non-Disclosure form
* Proof that a background check has been conducted
	+ Background Check needs to cover county, state and federal records

**Referrals to DWS Partners**

Each partner needs to document the referrals made to other DWS partners on their quarterly reports. The website below can be used to, by county, to find other TANF partners and what services they provide. The idea is to simply provide all of our families as many resources as possible.

<http://jobs.utah.gov/wi/statewide/communitygrants.html>

**Other Resources/Information**

Below is the website that has links to quarterly reports, invoice forms and other useful materials for managing the TANF grant

<http://jobs.utah.gov/services/tevs/tanfcontract.html>