

Knowledge Base Article

Table of Contents

Overview	3
Accessing the OILRT	3
Logging In	3
Search Recipient	4
Adding/Editing Recipient Records	5
Adding a New Recipient	5
Editing an Existing Recipient Record	6
Adding Services	7
Modifying Services	9
Editing Services	10
Deleting Services	10
Youth Navigator Network- Flex Funds	10
Reports	11
Pagination	14
Exporting	14
Refresh	15
Switch to Print Preview/Switch to Interactive View	15
Print	16
Help	17
Appendix A: Additional Resources	17
Appendix B: Benefit Categories/Sub-Categories	18

Overview

This article describes how to document expenditures for youth receiving Independent Living services using the Ohio Independent Living Reporting Tool (OILRT).

In Ohio, each county Public Children Services Agency (PCSA) is required to provide Independent Living services to all youth ages 14 and older who are in foster care, to help prepare them for future self-sufficiency. These services include, but are not limited to, the following:

- Academic support
- Post-secondary educational support
- Career preparation
- Employment programs or vocational training
- Budget and financial management
- Housing education and home management
- Health education and risk prevention
- Family support and healthy marriage education
- Mentoring
- Supervised independent living
- Room and board financial assistance

PCSAs can use the Federal <u>Chafee Program</u> and <u>TANF Independent Living Funds</u> to support many of these activities. Please see the links in <u>Appendix A</u> below for additional guidance on allowable and unallowable expenditures.

Accessing the OILRT

1. To gain access to the tool, you will need to have your county process a digital JFS7078 Form, requesting the role of EIDMX_JFS_C - OFC - Independent Living County Worker. This will need to be processed through Access Control.

Logging In

- 1. Navigate to the OILRT site: <u>https://ohioindependentliving.childrenandyouth.ohio.gov</u>
- 2. Enter your Login Id: which is your 8-digit OH|ID.
- 3. Enter your current OH|ID **Password**
- 4. Click the Login button.

Thio	Department of Children & Youth	Ohio.gov State Agencies Online Services Ohio Independent Living Reporting Tool
	Login Id:	
	Password:	
	Login	

A successful log-on will navigate user to the main page with the message **Welcome to Ohio Independent Living Reporting Tool**.

Search Recipient

1. Click on the **Recipient Services** link in the maroon header bar.

			Ohio.gov State Agencies Online Services
	Ð	Department of Children & Youth	Ohio Independent Living Reporting Tool
RECIPIENT SERVICES	REPORTS		

Welcome to Ohio Independent Living Reporting Tool

The Recipient Services page appears.

2. Enter the Recipient's First Name and/or Last Name

OR

- 3. Enter the SACWIS Person ID
- 4. Click the Search Recipient button
- 5. Alternatively, you may click the **Clear Search** button to erase your search criteria and re-start the search process.

RECIPIENT SERVICES	REPORTS				
Recipient Services		Add New Recipient	Enter Recipient First Name or Last Name or First + Last Name to search	Search Recipient	Clear Search
			Enter SACWIS Person ID to search		

Upon clicking **Search Recipient**, the **Recipients** grid appears with any applicable search results.

Important: Please conduct a thorough search for the individual to prevent creation of duplicate records.

Page 4 of 19



Adding/Editing Recipient Records

After conducting a search for a Recipient, you may add a new record for a Recipient or edit the existing Recipient details.

Adding a New Recipient

If no search results were found for the Recipient, the results grid displays with the message **No recipient record**. To add a new record:

1. Click the Add New Recipient button.

RECIPIENT SERVICES	REPORTS										
ipient Services			Add New Perinia	Jane Doe Enter Recipient First Name	e or Last Name or F	iirst + Last Name to searci	h				
			Add New Recipie	Enter SACWIS Person ID to	o search		Search Recip	ient	Clear Search		
Recipients - Please	select a row to work wi	ith that Reciper	nt's Services								
			23			6		3			2 Refresh
		SACWIS	0.00	Adding a	Address 2		Chatta	2.0.1		D.1.1	
First Name	Last Name	Person ID	Residence County	Address 1	Address 2	Спу	state	Zip Code	Edit	Delete	

Note: The Search Criteria entered will not copy into the new record but will remain at the top of the page for reference.

- 2. Enter Recipient Details, starting with First Name (required).
- 3. Enter Recipient Last Name (required).
- 4. Enter the SACWIS Person ID (required).

Note: If the **Person ID** already exists in the system, the validation message Person ID exists will appear.

- 5. Indicate if the youth is homeless by checking the **Homeless?** box.
- 6. Select the **County** where the Recipient is currently living (required).
- 7. Enter Address 1 (required).
- 8. Enter Address 2, if applicable.
- 9. Enter **City** (required).
- 10. Enter State (required).
- 11. Enter 5-digit **Zip Code** (required), +4 extension if known.
- 12. Enter **DOB** (required)
- 13. Click the **Insert** hyperlink to save the record.

OR

14. Click the **Cancel** hyperlink to delete Recipient details.



Note: The system will validate entry of all required information in red beneath the Recipient Details and will need to be entered before the record can be saved. If the youth is recorded as homeless, the address fields will no longer be required.

nt Services						Fiona Fostered							
				Add New Recipient	Enter Recipient Firs	st Name or Last Na	ame or First + Last Na	ame to search	Search Recipient	Clear Search			
						Enter SACWIS Pers	on ID to search						
						Enter SACWIS Pers	on ID to search						
Recipients - Pl	ase select a row to v	work with that F	Recipent's S	ervices		Enter SACWIS Pers	on ID to search						
Recipients - Pl	ease select a row to v	work with that F	Recipent's S	ervices		Enter SACWIS Pers	ion ID to search						
Recipients - <i>Pl</i> First Name	ease select a row to v	work with that I SACWIS Person ID	Recipent's S Homeless?	Residence County	Address 1	Enter SACWIS Pers Address 2	city	State	Zip Code	DOB	Edit	Delete	
Recipients - Pl	Rase select a row to v	Work with that I SACWIS Person ID	Recipent's S	Residence County	Address 1	Enter SACWIS Pers Address 2	City	State	Zip Code	DOB .	Edit	Delete	

Clicking **Insert** will produce the following pop-up:

E	Independent Living Reporting Tool
	New recipient inserted

15. Click **OK** to continue.

Editing an Existing Recipient Record

If the **Name**, **Residence County**, **Homelessness Status**, **Address**, or **DOB** of the Recipient needs to be edited:

- 1. Find the desired record by using the **Search Recipient** button as outlined above.
- 2. Click the **Edit** hyperlink to the right of the Recipient record.

1	Recipients - Pleas	e select a row to wo	ork with that Red	cipent's Services							
										2	Refresh
	First Name	Last Name	SACWIS Person ID	Residence County	Address 1	Address 2	City	State	Zip Code	Edit	Delete
	Fiona	Fostarad	7654221	Muandat	100 Main Street	Apt A	Amarbara	OL	42000 0000	Edit	

The Recipient Details appear.

- 3. Modify any of the existing entries as needed.
- 4. Click the **Update** hyperlink upon completion.

OR

5. Click the **Cancel** hyperlink to discard any changes to the record.



First Name	Last Name	SACWIS Person ID	Residence County	Address 1	Address 2	City		State	Zip Code	Edit	Delete
Fiona	Fostered	7654321	Wyandot	100 Main Street	Apt. A	Anywhere		ОН	43000-0000	Edit	
Recipient Details First Name Zip Code	Last Name	Person Id	County	Address 1		Address 2	City			State	
Fiona	Fostered	7654321	Wyandot	t 🔹 100 Main Str	eet	Apt. B	Anvw	here		OH	

Clicking **Update** will produce the following pop-up:

🗐 In	dependent Living Reporting Tool
4	Recipient updated

6. Click **OK** to continue.

Note: A recipient's **Person ID** becomes uneditable after the recipient record is created. If you discover you entered a **Person ID** in error, before entering any service records for the recipient, you can delete the record and re-enter it correctly.

Adding Services

- 1. Find the desired record by using the **Search Recipient** button as outlined above.
- 2. If the individual exists in the system, the **Services for {Recipient Name}** grid will appear below the **Recipients** grid.

Important: If multiple records display for the search criteria entered, click on the desired Recipients record in the grid to switch to the **Services for {Recipient Name}** specific to that individual.

Application Date	Benefit Issuance Date	Agency	y Worker First Name	Worker Last Name	Benefit Category	Value of Benefit	Denial D	ate	Status	Gift Card?	Reconciled?	Edit	Delete
Add Service						_					1		2 Refresh
ervices for Fiona	Fostered												
Fiona	Fostered 76	654121 N	l Wyandot	100 Main Street	Apt. A	Anywhere OH	43000	3/1/2008			Edit	Delete	
First Name	Last Name D	ACWIS H	Iomeless? Residence County	Address 1	Address 2	City State	Zip Code	DOB			Edit	Delete	
ecipients - Please s	elect a row to work wil	th that Recy	pent's Services										
					Enter SACWIS Person	ID to search							
				Add New Recipient				Search Reci	pient	Clear Search			
tServices					Fiona Fostered Enter Recipient First I	Name or Last Name or First + Last	Name to search						

3. Click the **Add Service** button underneath the **Services for {Recipient Name}** header.

Page 7 of 19



For a Recipient with no existing services, the screen will expand for addition of a new record.

Important: All fields marked with a red asterisk (*) are required to save the record.

- 4. Enter the **Application Date:** with a format of MM/DD/YYYY or select the date from the Calendar icon (IIIII).
- 5. Enter the **Benefit Issuance Date:** with a format of MM/DD/YYYY or select the date from the Calendar icon (I)(*required*).
- 6. Confirm **Agency of Service**. The system will automatically populate the agency of the logged-in worker (*required*).
- Enter Denial Date: with a format of MM/DD/YYYY or select the date from the Calendar icon (
), if applicable.
- 8. Check the box next to **Are you the worker?** if applicable. If this box is checked, the name of the logged-in user will automatically fill in the **Worker First Name:** and **Worker Last Name**.
- 9. If the **Are you the Caseworker?** box is not checked, entered the **Caseworker First Name:** and **Caseworker Last Name** (*required*).
- 10. The **Recipient Address: City, State, and Zip Code,** will pre-fill based on the information contained in the Recipient Details record. Confirm this information is correct, or alter any values as needed *(required)*. If the youth is homeless, these fields will be blank.
- 11. Choose the **Youth Status:** from the drop-down values of **In Agency Custody**, **Emancipated: Under the age of 21**, or **Emancipated: Over the age of 21** *(required)*.
- 12. If the value selected above is **Emancipated Under 21**, the system will display the **Bridges Participant?** question. Select the radio button for **Yes** or **No** *(required)*.
- 13. Choose **Funding:** from the drop-down values of **TANF IL**, **Chafee** or **Local Funding Source** *(required)*.
- 14. Depending on the value selected above, the **Benefit Category:** and **Benefit Sub-Category:** values will modify accordingly. Select the most appropriate values to describe the Benefit being issued *(required)*.

Note: See Appendix B below for a complete list of available **Benefit Categories** and **Benefit Sub-Categories**.

- 15. Select the Yes or No radio button for the question Gift Card?
- 16. If the answer to the above question was **Yes**, the additional question of **Reconciled?** appears. Select the **Yes** or **No** radio button in response.

- 17. Enter **Value of Benefit:** in numerical values only (do not add a dollar sign or comma) with a decimal point separating the dollars and cents. If a whole number is added the system will automatically add .00 for the cents value and add a comma if applicable *(required)*.
- 18. Enter any Notes: in the text box.
- 19. Click Insert to save the benefit record

OR

20. Click **Cancel** to erase all entered values.

Add Service												2 Ref
ication Date Bene	efit ance Date	Igency	Worker First Name	Worker Last Name	Benefit Category	Value of Benefit	Denial Date	Status	Gift Card?	Reconciled?	Edit	Delete
Application Date:	3/1/2024	₩ * E	Benefit Issuance Date:	3/15/2024 (Service is not const	idered finalized until a Benefit	Issuance Date is entered)						
* Agency of Service:	Allen 🔻	De	enial Date:									
Are you the worker?												
* Worker First Name:	COUNTYUSER											
* Worker Last Name:	COUNTYU											
Recipient Address:	100 Main Street											
	Apt. A											
City:	Anywhere	Sta	ate: OH ZipCode	43000								
* Youth Status:	In Agency Custody		~									
* Funding:	TANF IL											
* Benefit Category:	Normalcy											
Benefit Sub-Category:	Social Events		~									
Gift Card?	● Yes ○ No											
Reconciled?	● Yes ○ No											
* Value of Benefit:	50.00											
Notes:	Homecoming											

Upon Clicking Insert, the system will return to the user to the Recipient Services page with the grids for **Recipients** and **Services for {Recipient Name}** updated with the new record.

ent Services				Add New Recipient	Fiona Fostered Enter Recipient First N	lame or Last Name o	r First + Last Na	me to search	Search Re	cipient	Clear Search				
Recipients - Please	select a row to work	with that Reci	ipent's Services		Enter SACWIS Person I	ID to search									
															2 Refresh
First Name	Last Name	SACWIS Person ID	Homeless? Residence County	Address 1	Address 2 C	Sity	State	Zip Code	DOB			Edit	Delete		
Fiona	Fostered	7654121 N	N Wyandot	100 Main Street	Apt. A A	Anywhere	ОН	43000	3/1/2008			Edit			
Services for Fion	a Fostered													2 Refresh	
Application Date	Benefit Issuance Date	Agency	Worker First Name	Worker Last Name	Benefit Category	Value of	Benefit	Denia	Date	Status	Gift Card?	Reconciled?	Edit	Delete	
3/1/2024	3/15/2024	Allen	COUNTYUSER	COUNTYU	Normalcy	\$50.00				Issued	Yes		Edit	Delete	

Modifying Services



Once a Service record has been created, an employee from the same logged-in agency that entered the record may modify the existing record by editing or deleting.

Editing Services

- Click the Edit hyperlink to the right of the Services for {Recipient Name} grid. The Benefit Application expands with all the previously answered questions.
- 2. Alter any data as desired.
- Click the Update button to save the completed changes
 OR
- 4. Click the **Cancel** button to discard any changes to the record.

Deleting Services

 Click the **Delete** hyperlink to the far right of the **Services for {Recipient Name}** grid. The following validation message appears:

	Delete Service					
\bigcirc	Are you sure?					
	OK Cancel					

2. Click **OK** to delete the selected record.

OR

3. Click **Cancel** to retain the record and return to the list page.

Reminder: Any record entered will be editable for 120 days from the benefit issuance date. The system will lock the record in it's current format after that time frame has elapsed.

Youth Navigator Network- Flex Funds

In the Spring of 2024, **Youth Navigator Network** was added as a user type to OILRT. Navigators were given access to track the issuance of Flex Funds to emancipated foster youth, ages 21 and 22. If you are logged in as a YNN Navigator, you will see a difference in the options available when recording Recipient and Service information:

- Navigators will only have the ability to add and edit **Recipient** information for youth ages 21 and 22.
- Navigators will only have the ability to enter **Services** for youth ages 21 and 22.

Page 10 of 19



- Navigators will only have the Youth Status of Emancipated: Over the age of 21.
- Navigators will only have the **Funding** option of **Flex Funds**. This option will not be available for County Caseworkers.

Reports

The following 5 reports are available in OILRT:

- OILRT Benefits by Agency Summary This report shows information either at a statewide level or agency level (depending on user access). Information is broken down by Agency, Category, Funding Source and Benefit Value for each Category. This report can be drilled down by Issuance Date, Agency (for state users), Youth Status and Funding Source.
- **OILRT Benefits by Age Summary** This report shows a benefit summary by Age in each agency. Information is broken down by Category, Agency and Age Range. This report can be drilled down by Issuance Date, Agency (for state users) and Funding Source.
- **OILRT Benefits by Youth Status** This report shows a benefit summary by youth status. Information is broken down by Category, Agency, and Youth Status. This report can be drilled down by Issuance Date, Agency (for state users) and Funding Source.
- **OILRT Full Data Report** This report shows all recipient details and service data for each agency. This report generates and exports to Excel. This report can be drilled down by Issuance Date, Agency (for state users), Youth Status, Funding Source, and Benefit Category.
- **OILRT System User Information-** This report shows system users that currently have, or previously had, access to OILRT. Agency users will only be able to see information for their own agency, while state users will be able to populate information for all agencies. Each user record will display User Type, Affiliated Agency, First/Last Name, OHID, and User Status.

To navigate to the reports:

1. Click on the **Reports** link in the red header bar.

RECIPIENT SERVICES REPORTS	Department of Children & Youth	Ohio.gov State Agencies Online Services Ohio Independent Living Reporting Tool	Lageut
OILRT Benefits by Agency Summary			
OILRT Benefits by Age Summary			
OILRT Benefits by Youth Status			
OILRT Full Data Report			
OILRT System User Information			

2. The **Reports** page will appear, with a blue box available on the left-hand side of the page listing each report. Click on the box for the report you wish to generate.

RECIPIENT SERVICES REPORTS	Department of Children & Youth	Ohio.gov State Agencies Online Services Ohio Independent Living Reporting Tool	دا ا
Reports			
OILRT Benefits by Agency Summary			
OILRT Benefits by Age Summary			
OILRT Benefits by Youth Status			
OILRT Full Data Report			
OILRT System User Information			

3. The **Report Parameters** screen will appear for the selected report. Select a value from each parameter to build the report you wish to view. Then, based on available options, click **View Report** or **Export to Excel**.



		Ohio.gov State Agencies Online Services
RECIPIENT SERVICES REPORT	Department of Children & Youth	Ohio Independent Living Reporting Tool
Reports		
OILRT Benefits by Agency Summary	Report Parameters	
OILRT Benefits by Age Summary		
OILRT Benefits by Youth Status	Benefits by Agency Summary	
OILRT Full Data Report	Benefit Issuance Start Date:	
OILRT System User Information	2/29/2024	
	Benefit Issuance End Date:	
	3/29/2024	
	Agency:	
	Allen	
	Youth Status:	
	All Youth Statuses	
	Funding Source:	
	All Funds	
	View Report Export to Excel	

4. If **Export to Excel** is selected, an Excel report will be generated and can be opened and saved from your computer's **Downloads** folder. Please ensure your pop-up blocker is disabled to utilize this functionality.

RECIPIENT SERVICES REPORTS	Department of Children & Youth	Ohio.gov State Agencies Online Services Ohio Independent Living Reporting Tool	Benefits by Agency Summary Report (6).kis Conn file Conn file Conn file Conn file See more	Logout
Reports				
OILRT Benefits by Agency Summary OILRT Benefits by Age Summary OILRT Benefits by Used Status OILRT Function OILRT Function OILRT System User Information	Report Parameters Benefits bay Agency Summary Benefit Isuance Start Date: 2/29/0024 Benefit Isuance Ind Date: 3/29/0024 Agency: Alten Youth Statuse: Alt Youth Status			

5. If **View Report** is chosen, the report will appear directly on the screen, in a grid format. In the gray bar above the data, options for the report are available as described below.

Page 13 of 19



					Ohio.gov	State Agencies Online Services
		Chio Depart Childro	tment of en & Youth	Ohio Ir	ndepender	nt Living Reporting Tool
RECIPIENT SERVICES REPORTS						
Reports						
OILRT Benefits by Agency Summary	00K	< 1 of 1 > > Export to t	he selected format 🗙 Export 🖏	2) 8		
OILRT Benefits by Age Summary						
OILRT Benefits by Youth Status						
OILRT Full Data Report	Benefi	ts By Agency - All \	outh Status			
OILRT System User Information			From 2/29/202	4 to 3/29/2024		
	Agency	Category	Funding Source	Benefit Value		
	Allen	Academic Support	Chafee	\$100.00		
	Allen	Academic Support	TANF IL	\$100.00		
	Allen	Health	TANF IL	\$100.00		
	Allen	Normalcy	TANF IL	\$50.00		
	Allen	Staff Salary (Chafee Only)	Chafee	\$350.00		
			Total for Allen	\$700.00		
			Grand Total:	\$700.00		
	3/29/2024 9:3	16:50 AM		Page 1 of 1		

Pagination

If the Report has multiple pages, you will be able to scroll through them on the screen using the arrows on the left of the gray bar above the report data. The numbering will indicate how many pages are contained in the report, and which page of how many you are currently viewing.



Benefits By Agency - All Youth Status

From 2/29/2024 to 3/29/2024

Exporting

Page 14 of 19



From the gray navigation bar, you may export the report into an **Acrobat PDF** document by selecting **Acrobat (PDF) file** and clicking the **Export** link next to the format drop-down. The Report will download and can be opened, then saved as desired.

G	Θ	К	<	1	of 1	>	×	Export to the selected format \checkmark	Export	S	2	8
								Export to the selected format Acrobat (PDF) file				

Benefits By Agency - All Youth Status

Refresh

To refresh the data being viewed, click the Refresh icon on the grey bar. The system will reload the report with any new data.

3 3 K 1 of 1 > > Acrobat (PDF) file	✓ Export	S	2
-------------------------------------	----------	---	---

Switch to Print Preview/Switch to Interactive View

Clicking the **Switch to Print Preview/Switch to Interactive View** icon (^(IIII)) will toggle the Report in a Print Preview and back to Interactive View:



Acrobat (PDF) file	✓ Export ⁴	e 🛯		
	Benefits	By Agency - All Y	outh Status	
			From 2/29/202	4 to 3/29/2024
	Agency	Category	Funding Source	Benefit Value
	Allen	Academic Support	Chafee	\$100.00
	Allen	Academic Support	TANF IL	\$100.00
	Allen	Health	TANF IL	\$100.00
	Allen	Normalcy	TANF IL	\$50.00
	Allen	Staff Salary (Chafee Only)	Chafee	\$350.00
			Total for Allen	\$700.00
			Grand Total	¢700.00

Print

Clicking the **Print** icon will prepare the **Report** to send to a printer of your choosing.





Help

If you need additional information or assistance regarding Independent Living Policy and Practice, please contact <u>Transitional-Youth-Programs@jfs.ohio.gov</u>

If you encounter technical difficulties while using OILRT, please submit a ticket to the DCY Automated Systems Help Desk through the <u>Customer Care Center</u>.

Appendix A: Additional Resources

The following links provide guidance on Ohio Independent Living expenditures using TANF IL and Chafee funds.

- <u>5101:2-42-19 Requirements for the provision of independent living services to youth</u> <u>in custody</u>
- <u>5101:2-42-19.2 Requirements for provision of independent living services to young</u> <u>adults who have emancipated</u>
- <u>5101:9-6-35 Chafee Allocation</u>
- <u>5101:9-6-08.6 Temporary assistance to needy families (TANF) independent living (IL) allocation</u>
- Fiscal Administrative Procedure Letter No. 89
- Independent Living Skills Toolkit A guide for working with foster youth ages 14 and up



Appendix B: Benefit Categories/Sub-Categories

Academic Support School Supplies Academic Support School Supplies Tutoring Books GED Fees School Activities IL Skills Class Entertainment Social Events Travel Experiences Clottes Post-Secondary Educational Support Academic Assistance Entrance Entertainment Normalicy Academic Assistance Post-Secondary Educational Support Academic Supplies Academic Supplies Travel Employment Career Preparation Ittion IL Skills Class Employment Career Preparation Ittion IL Skills Class Budget and Financial Management Budget preview Housing Room and Board Housing Room and Board Housing Room and Board Home Management Training Locating and Maintaining Housing Health Hylpiene Husin Class Stocket Scouth Function Stocket Scouth IL Skills Class Scouth Scouth Housing Room and Board Hore Management Training Locating and Maintaining Housing Housing Fees Food Asstistance Hore Conscience <td< th=""><th>Benefit Category: Values</th><th>Corresponding Benefit Sub-Category: Values</th></td<>	Benefit Category: Values	Corresponding Benefit Sub-Category: Values
Tutoring Tutoring Books GED Fees School Activities L LI Skills Class Entertainment Social Events Traval Experiences Clothes Post-Secondary Educational Support Academic Assistance Entertainment Concerning Post-Secondary Educational Support Academic Assistance Employment Entrance Counseling Financial Ald and Scholarships Application Fees Books Academic Supplies Tutoring Scholarships Application Fees Books Budget and Financial Management Career Preparation IL Skills Class Encorne Budget and Financial Management Budgeting Exercise Housing Room and Board Home Management Training Locating and Maintaining Housing Housing Room and Board Home Management Training Locating and Maintaining Housing Health Hygiene Housing Further Rentar / Home Insurance Rentar / Application Li Skills Class Food Assistance Home Management Training Locating and Maintaining Housing Furthrue Rentar / Application Rentar / Application <	Academic Support	School Supplies
Books GED Fees School Activities IL Skills Class Normalcy Entertainment Scial Events Travel Experiences Ciothes Order Science Personal Items Name Change Academic Assistance Entertainment Science Academic Assistance Entertaintent Financial Atl and Scholarships Academic Support Academic Support Academic Support Employment Li Skills Class Employment Career Preparation Iterview Tools / Uniform Ite Skills Class Educational Management Budget and Financial Management Budgeting Exercise Lis Skills Class Educational Management Ite Skills Class Educational Management Budget and Financial Management Training Budgeting Exercise Housing Room and Board Housing mode and Application Acquiring a Lease Science Preparation Acquiring a Lease Science Preparation Acquiring a Lease Science Preparation <		Tutoring
GED Fees School Activities Normalcy Entertainment Social Events Travel Experiences Clothes Pest-Secondary Educational Support Academic Assistance Pest-Secondary Educational Support Academic Assistance Entrance Counseling Financial Aid and Scholarships Application Fees Cookies Budget and Financial Aid and Scholarships Academic Assistance Employment Club Fees Budget and Financial Management Claser Preparation Its Skills Class Club Fees Budget and Financial Management Budgeting Evercise Housing Room and Board How Management Training Locating and Maintaining Housing Housing Room and Board Home Management Training Locating and Maintaining Housing Health Hygiene Health Hygiene Health Hygiene Transportation Driver's Education Health Driver's Education <		Books
School Activities IL Skills Class Normalcy Entertainment Social Events Travel Experiences Clothes Personal Items Name Change Post-Secondary Educational Support Academic Assistance Entrance Courseling Financial Aid and Scholarships Application Fees Club Fees Books Academic Supples Tuition IL Skills Class Employment Interview Interview Tools / Uniform IL Skills Class Edudget and Financial Management Budget and Financial Management Budget and Financial Management Housing Housing Housing Housing Housing Housing Health Health Health Home Issuance Housing Health Housing Health Housing <		GED Fees
IL Skills Class Normalcy Entertainment Social Events Travel Experiences Clothes Personal Items Name Change Pest-Secondary Educational Support Academic Assistance Entrance Counselling Financial Ald and Scholarships Application Fees Books Academic Supplies Tuition Iterview Tools / Uniform IL Skills Class Employment Career Preparation Interview Tools / Uniform IL Skills Class Budget and Financial Management Budgeting Exercise Checking / Savings Account Income and Pinancial Management Housing Room and Board Housing Room and Board Housing Room and Board Housing Room and Board Health Housing Home Management Training Health Housing Renta: Application Furniture Renter (Home Insurance Warranty IL Skills Class Health Housing Renta: Stance Incentives Security Deposits Utilities Home Management Training Health Hygene Nutrition Training Firmises and Exercise First Ald (CPR Classes Non-Medicial Needs Childcare Risk Prevention Education Parenting Support IL Skills Classes Transportation Driver's Education Parenting Education Parenting Education Parenting Education Parenting Education Parenting Education Parenting Education Parenting Education		School Activities
Normalcy Entertainment Social Events Travel Social Events Experiences Clothes Post-Secondary Educational Support Academic Assistance Entrance Courseling Financial Aid and Scholarships Application Fees Club Fees Books Academic Supples Tuition IL Skills Class Employment Career Preparation Interview Tools / Uniform IL Skills Class Budget and Financial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Direct Cash Assistance Checking / Savings Account Income Tax Preparation Direct Cash Assistance Incentives IL Skills Class Housing Room and Board Home Management Training Housing Room and Board Academic Supples Security Deposits Utilies Housing Locating and Mantaining Housing Rental Application Acquiring a Lease Security Deposits Utilies Health Hygiene Muriton Training Finances Function Healty Protection Parenting Support IL Skills Classes Food Assistance Health Hygiene Muriton Training Finances And CPR Classes Non-Medicadin Parenting Support IL Skills Classes Finance Support Finances First A/ OPR Classes Non-Medicadin Parenting Support Transportation Driver's Education Parenting Education		IL Skills Class
Social Events Travel Experiences Clothes Personal Items Name Change Post-Secondary Educational Support Academic Assistance Financial Aid and Scholarships Application Fees Books Academic Supplies Tuttion IL Skills Class Employment Interview Tools / Unform IL Skills Class Budget and Financial Management Housing Home Management Training Refer / Home Insurance Warranty IL Skills Class Food Assistance Food Assistance Food Assistance Procentives IL Skills Class Food Assistance Food Assistance Food Assistance Food Assistance Food Assistance	Normalcy	Entertainment
Health Travel Experiences Clothes Personal Items Name Change Post-Secondary Educational Support Francala Ald and Scholarships Application Fees Club Fees Club Fees Books Academic Assistance Traincial Ald and Scholarships Application Fees Club Fees Club Fees Books Academic Supplies Tuition Tuition IL Skills Class Employment Carser Preparation IL Skills Class Budgeting Exercise Budget and Financial Management Budgeting Exercise Budget and Financial Management Budgeting Exercise Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Management Training First Skill Class Home Management Training First Skill Class Home Management Training First Skill Class Home Management Training Cacating and Maintaining Housing Renter's / Home Insurance Warranty		Social Events
Experiences Clothes Post-Secondary Educational Support Academic Assistance Financial Ad and Scholarships Application Fees Budget and Financial Management Career Preparation Interview Totilon Budget and Financial Management Budgeting Exercise Housing Room and Board Housing Room and Board Housing Room and Board Hore ITraining Room and Board Home Management Training Room and Board Housing Room and Board Home Management Training Room and Board Housing Room and Board Home Management Training Room and Board Home Isustance Rood Assistance		Travel
Clothes Personal Items Name Change Name Change Post-Secondary Educational Support Financial Add and Scholarships Application Fees Cub Fees Club Fees Books Academic Assistance Tution Employment Liskills Classs Employment Interview Interview Tools / Uniform Budget and Financial Management Budgeting Exercise Housing Room and Boord Home Management Training Locating and Mantaining Housing Housing Room and Boord Home Management Training Locating and Mantaining Housing Home Management Training Locating and Mantaining Housing Home Management Training Room and Boord Home Management Training Locating and Mantaining Housing Health Hygiene Health Hygiene Health Hygiene Transportation Driver's Education Parenting Support Liskills Classes Food Assistance Financial Application Acquiring a Lease Food Assistance Howe for Home Insurance		Experiences
Personal Items Name Change Post-Secondary Educational Support Academic Assistance Entrance Counseling Financial Aid and Scholarships Application Fees Club Fees Books Employment Iterrance Counseling Financial Aid and Scholarships Academic Supplies Tution Employment Career Preparation Interview Tools / Uniform IL Skills Class Budget and Financial Management Budgeting Exercise Coeting Exercise Incentives Housing Room and Board Housing Room and Board Housing Roadamic Lease Security Deposits Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Health Hygiene Nutrition Training Health Hygiene Nutrition Training Fires and Exercise First Aid / CPR Classes Food Assistance Fires Aid / CPR Classes Food Resses Childcare Risk Prevention Education Parenting Support IL Skills Classes Transportation Driver's Education Parenting Support Lessing Fees		Clothes
Name Change Post-Secondary Educational Support Academic Assistance Entrance Counseling Financial Al and Scholarships Application Fees Club Fees Books Academic Supplies Tution IL Skills Class Employment Career Preparation Interview Tools / Uniform IL Skills Class Budget and Financial Management Budgeting Exercise Checking / Savings Account Incerview Tools / Uniform IL Skills Class Housing Room and Board Housing Room and Board Housing Room and Board Housing Rootal Lease Security Deposits Utilities Housing Room and Board Housing I. Skills Class Home Management Training Locating and Maintaining Housing Rental Application Acquiring at Lease Security Deposits Utilities Home Management Training Locating and Maintaining Housing Rental Application Acquiring at Lease Security Deposits Utilities Health Home Insurance Warranty IL Skills Classes Health Hygiene Nutrition Training Fitness and Exercise First Xid / CPR Classes Non-Medical Needs Childcare Risk Prevention Education Parenting Support IL Skills Classes Transportation Driver's Education Parenting Support Location Parenting Support		Personal Items
Post-Secondary Educational Support Academic Assistance Entrance Counseling Financial Aid and Scholarships Application Fees Club Fees Books Academic Supplies Tution IL Skills Class Employment Career Preparation IL Skills Class Elemployment Budget and Financial Management Budgeting Exercise Housing Room and Board Housing Room and Board Housing Room and Board Home Management Training Locating and Maintaining Housing Home Management Training Locating and Maintaing Housing Health Hygiene Home Economics Furniture Rental Application Academic Sustance Home Economics Furniture Rental Application Academic Sustance Home Economics Furniture Rental Application Academic Sustance Home Economics First Aid		Name Change
Entrance Counselling Financial Ad and Scholarships Application Fees Books Academic Supplies Tuition IL Skills Class Employment Career Preparation Interview Tools / Uniform IL Skills Class Budget and Financial Management Budget and Bard Home Management Training Locating and Maintaining Housing Renter's / Home Insurance	Post-Secondary Educational Support	Academic Assistance
Financial Aid and Scholarships Application Fees Club Fees Books Academic Supplies Tuition IL Skills Class Employment IL Skills Class Budget and Financial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Direct Cash Assistance Incertives IL Skills Class Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warrarity IL Skills Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Education Parenting Education Parenting Education Parenting Education Pare		Entrance Counseling
Application Fees Club Fees Books Academic Supplies Tuition IL Skills Class Employment Career Preparation Interview Tools / Uniform IL Skills Class Budget and Financial Management Budget and Financial Management Budget and Financial Management Checking / Savings Account Income Tax Preparation Direct Cash Assistance Income Management Training Hoating A Room and Board Home Management Training Locating and Maintaining Housing Renter's / Home Insurance Warranty LI Skills Class Food Assistance Food Assistance Non-Medicaid Needs Childcare Risk Prevention Education		Financial Aid and Scholarships
Club Fees Books Academic Supplies Tuition IL Skills Class Employment Itskills Class Budget and Financial Management Housing Room and Board Locating and Maintaining Hou		Application Fees
Books Academic Supplies Tuttion IL Skills Class Employment Budget and Financial Management Budget and Mantaining Housing Renet Financial Management Training Health Hygeine Heal		Club Fees
Academic Supplies Tution Employment Career Preparation Interview Tools / Uniform Budget and Financial Management Housing Home Management Training Ford Assistance Home Economics		Books
It Skills Class Employment Career Preparation Interview Tools / Uniform IL Skills Class Budget and Financial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Direct Cash Assistance Incentives Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Home Management Training Locating and Maintaining Housing Renter's / Home Insurance Home Acquiring a Lease Security Deposits Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty UL Skills Class Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Support IL Skills Classes Transportation Driver's Education Parenting Support IL Skills Classes		Academic Supplies
Employment IL Skills Class Employment Interview Tools / Uniform IL Skills Class Budget and Financial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Income Tax Preparation Direct Cash Assistance Income Tax Preparation Direct Cash Assistance Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Findecase Files and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Non-Medicaid Needs Non-Medicaid Needs Childcare Risk Prevention Education Parenting Support <th></th> <th></th>		
Employment Career Preparation Interview Tools / Uniform IL Skills Class Budget and Financial Management Budgeting Exercise Budget and Financial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Direct Cash Assistance Income Tax Preparation Direct Cash Assistance Income Tax Preparation Direct Cash Assistance Housing Room and Board Acquiring a Lease Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty L Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Support IL Skills Classes Driver's Education Parenting Support IL Skills Classes Transportation Driver's Education Parenting Support IL Skills Classes		
Interview Tools / Uniform IL Skills Class Budget and Financial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Direct Cash Assistance Incentives Income Tax Preparation Direct Cash Assistance Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter & / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise Fiod Assistance Fitness and Exercise First Aid / CPR Classes Non-Medical Needs Childcare Risk Prevention Education Parenting Support IL Skills Classes Driver's Education Parenting Support IL Skills Classes	Employment	
Iols / Union IL Skills Class Budget and Financial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Direct Cash Assistance Incentives IL Skills Class Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Transportation Driver's Education Verified Insurance Licensing Fees Verbide Insurance		
Budget and Financial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Direct Cash Assistance Incentives Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Uitlites Home Economics Furniture Renter's / Home Insurance Health Hygiene Hygiene Renter's / Home Insurance Health Hygiene Renter's / Home Insurance Transportation Crasses Non-Medication Parenting Education Parenting Education		
budget and Privaticial Management Budgeting Exercise Checking / Savings Account Income Tax Preparation Direct Cash Assistance Incentives IL Skills Class It Skills Class Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise Fitness Fitness Fitness and Exercise Fitness Fitness and Exercise Fitness Fitness and Exercise Childcare Risk Prevention Education Parenting Education Parenting Fees	Pudget and Einangial Management	IL Skills Glass
Health Housing Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise Fitness and Exercise Fitness and Exercise Fitness and Exercise Fitness and Exercise Fitness and Exercise Childcare Risk Prevention Education Parenting Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Insurance Licensing Fees	Budget and Financial Management	Dudgeling Exercise
Housing Direct Cash Assistance Incentives Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Health Hygiene Health Hygiene Nutrition Training First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Education Parenting Education		Income Tax Propagation
Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Food Assistance Health Hygiene Nutrition Training Fittess and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Education Parenting Education Transportation Driver's Education		Direct Cash Assistance
IL Skills Class Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Food Assistance Health Hygiene Nutrition Training Fitness and Exercise Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Support IL Skills Classes Support Transportation Driver's Education Vehicle Renairs Vehicle Renairs		
Housing Room and Board Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Renairs		
Home Management Training Locating and Maintaining Housing Rental Application Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Education Parenting Support IL Skills Classes Nor-Medicaid Needs Childcare Risk Prevention Education Parenting Support IL Skills Classes Driver's Education Vehicle Insurance Vehicle Renairs	Housing	Room and Board
Transportation Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Education Parenting Education Parenting Education Parenting Education Vehicle Insurance Utilities	Home Management Training	Locating and Maintaining Housing
Acquiring a Lease Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Education Parenting Education Parenting Education Vehicle Insurance Ucensing Fees Vehicle Renairs		Rental Application
Security Deposits Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Education Parenting Education Parenting Education Vehicle Insurance Licensing Fees Vehicle Renairs		Acquiring a Lease
Utilities Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Vehicle Insurance Licensing Fees Vehicle Renairs		Security Deposits
Home Economics Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health <		Utilities
Furniture Renter's / Home Insurance Warranty IL Skills Class Food Assistance Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs Vehicle Repairs		Home Economics
Renter's / Home Insurance Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		Furniture
Warranty IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		Renter's / Home Insurance
IL Skills Class Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		Warranty
Food Assistance Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		IL Skills Class
Health Hygiene Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs Vehicle Repairs		Food Assistance
Nutrition Training Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs	Health	Hygiene
Fitness and Exercise First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		Nutrition Training
First Aid / CPR Classes Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		Fitness and Exercise
Non-Medicaid Needs Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		First Aid / CPR Classes
Childcare Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		Non-Medicaid Needs
Risk Prevention Education Parenting Education Parenting Support IL Skills Classes Transportation Oriver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		Childcare
Education Parenting Education Parenting Support IL Skills Classes Transportation Vehicle Insurance Licensing Fees Vehicle Repairs		Risk Prevention
Transportation Transportation Vehicle Insurance Licensing Fees Vehicle Repairs		Education
Transportation Vehicle Insurance Licensing Fees Vehicle Repairs		Parenting Education
Transportation Driver's Education Vehicle Insurance Licensing Fees Vehicle Repairs		
Vehicle Insurance Licensing Fees Vehicle Repairs	Transportation	Driver's Education
Licensing Fees Vehicle Repairs	Tansportation	
		Vehicle Renairs
Vehicle Payment		Vehicle Payment
Vehicle Purchase		Vehicle Purchase
		Uber / Lvft
L Ubor / L vtt		



	Fuel
	Public Transportation Passes
	IL Skills Class
Staff Salary (Chafee Only)	Staff Salary (Chafee Only)

