

Attachment 3 Limitations on Requests for Supportive Services

For the services listed below that are identified in the Individualized Care Plan, the contractor shall verify the client does not have resources to pay for the costs; there are no other resources; and the service is reasonable and necessary. While there are items identified as “allowable”, the contractor must assist the client in identifying other resources and must use these resources first. Contractors may contact the state agency to determine if there are exceptions if the client needs services that are not outlined in the below chart, cannot pay for the service/expense themselves, and it is not available through other resources.

Case management must be provided by the contractor or through a formal agreement with a subcontractor under the terms of the contract. Other more extensive case management services not available through the contractor’s case management staff that is required for the client may be considered for reimbursement.

Prior to paying these expenses, the contractor must have a plan with the client to ensure they can continue to pay the ongoing cost (i.e. rent, car insurance, etc.) In addition, the contractor must partner with other agencies to provide financial counseling since the expenses will continue to increase after the birth of the child.

The contractor shall not pay for expenses that are available to the client through other resources. This includes, but is not limited to: Supplemental Nutrition Assistance Program (SNAP) and Missouri Work Assistance (MWA) Program clients can receive employment, training, and wrap-around resources statewide; Job Centers provide career exploration, training, resume assistance; Vocational Rehabilitation and Rehabilitation Services for the Blind provides specific client services; local organizations may have financial literacy classes at no cost; the Small Business Administration assists small businesses; the Low Income Home Energy Assistance (LIHEAP) Program pays for heating and cooling costs; e; PELL Grant provides tuition and other assistance; etc.

Reimbursement for specific needs in Section 188.325, RSMo as identified in the Individualized Care Plan are for actual costs, subject to the following limitations.

Supportive Services ✓ = Allowable X = Not Allowable			
Items	Explanations	TANF Funds	GR Funds
Automobile Lease Payment or Loan Payment	<ul style="list-style-type: none"> • Used for the primary vehicle owned by the client. The contractor must request proof of ownership (i.e.: a title), proof of insurance, and a valid driver’s license. • Only pay one month at a time. • The contractor shall ensure the client signs an attestation that the vehicle is the client's main source of transportation and keep the certification in client's case file. • If the client sells the vehicle during her eligibility for the A2A program, she must immediately notify the contractor. • The following are not acceptable forms of documentation to indicate the vehicle is in the client's name: 	✓	✓

	<ul style="list-style-type: none"> O Vehicle title applications; O Title transfers; O Personal Payday Loans; and O Personal Title Loans. 		
Automobile Insurance	<ul style="list-style-type: none"> • Used for the primary vehicle owned by the client. The contractor must request proof of ownership (i.e.: a title), proof of insurance, and a valid driver's license. • Only pay one month at a time. • If the client sells the vehicle during her eligibility for the A2A program, she must immediately notify the contractor. • The contractor shall ensure the client signs an attestation that the vehicle is the client's main source of transportation and keep the certification in client's case file. 	✓	✓
Automobile repair(s)	<ul style="list-style-type: none"> • Used for the primary vehicle owned by the client. The contractor must request proof of ownership (i.e.: a title), proof of insurance, and a valid driver's license. • Diagnostic testing is allowable if the mechanic is unsure of the problem and there is no way to determine the cost unless this is completed. • The contractor, at its discretion may decline to authorize car repairs if the value of such repair exceeds the value of the vehicle. However, the contractor is still responsible for assisting the client with transportation needs as identified through the Individualized Care Plan. • The contractor shall ensure the client signs an attestation that the vehicle is the client's main source of transportation and keep the certification in client's case file. • If the client sells the vehicle during her eligibility for the A2A program, she must immediately notify the contractor. 	✓	✓
Bicycle or Bicycle Parts	<ul style="list-style-type: none"> • Allowable if used for transportation. 	✓	✓
Bus Passes/Tickets	<ul style="list-style-type: none"> • Allowable. 	✓	✓
Childcare Co-Payment	<ul style="list-style-type: none"> • Childcare subsidy is currently available for up to 215% FPL (subject to future changes) and through September 2022, the parent's sliding fee is also paid. Therefore, these expenses cannot be paid for. • The co-payment (difference between what the provider charges and state pays after the sliding fees) can be paid. 	✓	✓

Childcare Registration Fees & Other Childcare Fees Not Paid for through Subsidy	<ul style="list-style-type: none"> • Allowable • Examples may be summer/activity fees 	✓	✓
Clothing	<ul style="list-style-type: none"> • Clothing items for client (including maternity clothes and undergarments) and infant clothing which are necessary. 	✓	✓
College Application and Entry Test Fees	<ul style="list-style-type: none"> • Allowable 	✓	✓
College Fees	<ul style="list-style-type: none"> • Participant has an unpaid fee from a college that must be paid in order to enter a training program (e.g., Lab Fee of \$150). • The participant is unable to resolve with the college on their own. • This does not include student loans. 	✓	✓
Criminal Background Check	<ul style="list-style-type: none"> • Must be required by the employer or training. 	✓	✓
Dental Expenses	<ul style="list-style-type: none"> • Can be paid if it is not covered through other insurance. • MoHealthNet and private insurance must be accessed first. • Includes basic dental cleaning. 	✓	✓
Domestic Abuse Protection	<ul style="list-style-type: none"> • Costs related to obtaining domestic abuse protection for the client and/or the client's child(ren). This could include court filing fees to obtain restraining or protection from abuse court orders, funding for copies of reports and medical records necessary for court action and legal consultation. 	✓	✓
Driver's/Non-Driver's License Fees	<ul style="list-style-type: none"> • Allowable. 	✓	✓
Drug and Alcohol Testing	<ul style="list-style-type: none"> • MoHealthNet and private insurance must be accessed first. 	✓	✓
Drug Treatment	<ul style="list-style-type: none"> • MoHealthNet and private insurance must be accessed first. 	X	✓
Education & Training	<ul style="list-style-type: none"> • Education and training allows the client or the father of the baby to advance toward a high school diploma or equivalent, business, vocational or technical training, apprenticeship or certificate. • Includes required training/entrance fees. • Job search assistance, soft skills, resume preparation, career exploration, and career 	✓	✓

	planning must be pursued through Job Centers and other partner agencies.		
Emergency Shelter – Housing	<ul style="list-style-type: none"> Emergency shelter shall be defined as short-term housing and shall not exceed a total of thirty (30) days in duration for the time-period the client is enrolled in the A2A Program. Emergency shelter may be provided in a licensed shelter or motel. 	✓	✓
Food	<ul style="list-style-type: none"> If the client is eligible for SNAP or WIC, she should apply for those benefits prior to A2A paying for food costs. Food or food items purchased must be those of high quality nutritional value and used at the client’s household or to meet the nutritional needs of the baby. Food items must include only those items that would otherwise be eligible using the WIC or SNAP. Examples of excluded items are restaurant food and hot deli items. 	✓	✓
Gas Cards, Mileage and Bus Passes	<ul style="list-style-type: none"> Participant must submit weekly claim for expenses. Participants must supply documentation to verify expenses. Maximum is \$15 per day. 	✓	✓
GED or HiSET Test Fees	<ul style="list-style-type: none"> Allowable for clients without a high school diploma. 	✓	✓
Legal Costs, Fines, Penalties, etc.	<ul style="list-style-type: none"> Allowable when these costs, fines or penalties would assist with the strengthening the probability of employment of the parent(s) and/or assist with family stability. 	✓	✓
Medical Expenses	<ul style="list-style-type: none"> MoHealthNet and private insurance must be accessed first. 	X	✓
Mental Health Services	<ul style="list-style-type: none"> MoHealthNet, private insurance, and Department of Mental Health services must be accessed first. 	X	✓
Mortgage Payments	<ul style="list-style-type: none"> Client must provide documentation (i.e.: bill, loan, etc.) showing this is her responsibility. 	✓	✓
Paternity Testing	<ul style="list-style-type: none"> May be allowable on a case-by-case basis; however, these services are covered by DSS, Division of Child Support Enforcement. 	✓	✓
Personal Hygiene Items	<ul style="list-style-type: none"> Purchase of a reasonable amount of items such as: <ul style="list-style-type: none"> ○ Soap, ○ Deodorant, or ○ Toothpaste and mouthwash. 	✓	✓
Personal Property	<ul style="list-style-type: none"> Done on a very limited basis, (i.e.: the client 		

Taxes	<p>has to pay the taxes to obtain/license a vehicle).</p> <ul style="list-style-type: none"> • Only pay the personal property tax for the vehicle needed for transportation. Do not pay for other vehicles, a house, etc. • If there is more than one vehicle on the property tax, verify the client has the money to pay the rest of the bill and go with him/her to pay it, or have them mail the payment from the office, etc. 	✓	✓
Phone – Air Time	<ul style="list-style-type: none"> • Allowable 	✓	✓
Prenatal Care	<ul style="list-style-type: none"> • MoHealthNet, private insurance, and Department of Mental Health services must be accessed first. 	X	✓
Rent and/or Rent Security Deposit	<ul style="list-style-type: none"> • Client must provide a copy of the lease agreement with her name as the person responsible for payment. 	✓	✓
Sales Tax	<ul style="list-style-type: none"> • Do not use for sales tax on the A2A purchase as the A2A item(s) is tax exempt. • Provide the appropriate tax-exempt documentation so sales tax is not charged. 	X	X
Substance Awareness Traffic Offender Program (SATOP) Class	<ul style="list-style-type: none"> • Can be paid when this is a condition for the client to get her license back. 	✓	✓
Supplies relating to pregnancy, newborn care and parenting	<ul style="list-style-type: none"> • Feeding supplies (bottles, bibs, burp cloths, pacifiers, and breastfeeding/nursing supplies) • Client and baby hygiene products (diapers, wipes, toiletries, bathing supplies) • A safe sleep surface for the infant (crib, baby mattress, cradle, bassinet, Pack N Play, sheets/bedding) • Household paper products (toilet paper, paper towels) • Household cleaning products • Client or infant health products (thermometer, over the counter medications, first aid kit) • Baby safety supplies (car seat, safety gate, and strollers). 	✓	✓
Transportation	<ul style="list-style-type: none"> • Taxis, Uber/Lyft, bus tickets/passes, gift cards that limit purchases to transportation-eligible expenditures, train tickets and commuter/metro train tickets. 	✓	✓
Utilities including heating and cooling	<ul style="list-style-type: none"> • The contractor shall ensure the client does not reside in emergency housing or residential care to qualify for utility assistance. • Client must provide a copy of the lease agreement/mortgage with her name as the person responsible for payment 	✓	✓

	<ul style="list-style-type: none"> Utility services include costs establishing or maintaining utility services (deposit, arrearage, etc.) for heating and cooling. 		
Utilities including water, basic phone service, cellular phone service, and trash	<ul style="list-style-type: none"> The contractor shall ensure the client does not reside in emergency housing or residential care to qualify for utility assistance. Client must provide a copy of the bill with her name as the person responsible for payment. Utility services include costs establishing or maintaining utility services (deposit, arrearage, etc.) for water, basic phone service or cellular phone service and trash. 	✓	✓
Vision Expenses	<ul style="list-style-type: none"> MoHealthNet and private insurance must be accessed first. Includes vision exams and low cost glasses. 	✓	✓
Work and/or School Supplies Required for Employment & Training	<ul style="list-style-type: none"> Includes items such as tools, supplies for class, computer/software, textbooks, etc. 	✓	✓

Other services – to qualify for reimbursement for any service, costs incurred prior to acceptance into the contractor’s Alternatives to Abortion program are not eligible for reimbursement. To qualify for reimbursement for any service, the contractor must ensure the client is not receiving these services through any another means. To qualify for reimbursement for any service, the contractor must ensure the service is reasonable and necessary and related directly to the client’s Individualized Care Plan.

The contractor shall document and specify how each expenditure is related to assisting the client in carrying the client’s unborn child(ren) to term instead of having an abortion, to assisting the client in caring for the client’s dependent child(ren), to placing the client’s child(ren) for adoption, or to assisting the client in becoming self-sustaining.

The contractor shall clearly document in the client’s file all documentation related to the purchase of any service described in Attachment 3. The contractor shall exercise its own discretion in determining which items to purchase for the client, but purchases must be directly related to the client’s Individualized Care Plan. The contractor shall have and follow its own procurement policy related to purchases for services or items identified in Attachment 3.

The state agency will conduct desk monitoring, and possibly on-site monitoring to ensure compliance with this policy. The contractor will be required to provide information on any and all requests for information. Expenses that do not align with Attachment 3 will be deemed unallowable and shall become the contractor’s responsibility.