

NUMBER

#21-69-01

DATE

January 25, 2021

OF INTEREST TO

County Directors
Social Services Supervisors and
Staff
Human Services Boards
Legislative Staff

ACTION/DUE DATE

Please read information and
prepare for implementation

EXPIRATION DATE

January 25, 2023

2020 Social Services Block Grant Annual Report

TOPIC

Describes the federal Social Services Block Grant (SSBG) requirements in Minnesota.

PURPOSE

Provide guidance to county agencies and to invite public input on use of SSBG funds.

CONTACT

Nikki Kovan
Deputy Director
Child Safety and Permanency Division
P.O. Box 64943
St. Paul, MN 55164
651-431-3873
nikki.kovan@state.mn.us

SIGNED

LISA BAYLEY
Acting Assistant Commissioner
Children and Family Services Administration

TERMINOLOGY NOTICE

The terminology used to describe people we serve has changed over time. The Minnesota Department of Human Services (DHS) supports the use of "People First" language.

I. Background

Social Services Block Grants (SSBG) enable each state to meet the needs of its residents through locally relevant social services. These grants support programs that allow communities to achieve or maintain economic self-sufficiency to prevent, reduce or eliminate dependency on social services.

A. Services funded by the SSBG must be directed at one or more of five broad statutory goals:

- Achieving or maintaining economic self-support to prevent, reduce, or eliminate social service dependency
- Achieving or maintaining self-sufficiency, including reduction or prevention of social service dependency
- Preventing or remedying neglect, abuse, or exploitation of children and adults unable to protect their own interest, or preserving, rehabilitating, or reuniting families
- Preventing or reducing inappropriate institutional care by providing community- and home-based care, or other forms of less intensive care
- Securing referral or admission for institutional care when other forms of care are not appropriate, or providing services to individuals in institutions.

B. Vulnerable Children and Adults Act (VCA)

The 2003 Minnesota Legislature enacted the Children and Community Services Act (CCSA), which consolidated 15 separate children and community services grants, including SSBG, into a single consolidated fund. This gave county agencies more flexibility to ensure better outcomes for children, adolescents, and adults in need of services. The 2011 Minnesota Legislature revised CCSA, creating the Vulnerable Children and Adults Act (VCA), [Minnesota Statutes, Chapter 256M](#), establishing a fund to address the needs of vulnerable children (including adolescents) and adults.

Social Services Block Grant funds are administered under the Vulnerable Children and Adults Act service plans through county agencies. Service plans were submitted to the Minnesota Department of Human Services (department) in 2012, and remain on file. Plans must be updated, as needed, to reflect significant changes in county policy and procedures regarding requirements and use of funds. County social service agencies use local funding and other revenue sources to supplement the consolidated grant to meet client needs.

II. Use of Funds

A. Fees

The following persons are eligible for services and not charged a fee, including recipients of:

- The Minnesota Family Investment Program (MFIP)
- Minnesota Supplemental Assistance
- General Assistance

In addition to the above:

- Persons who adopt a hard-to-place or special needs child
- Children birth through age 2 with disabilities and receive core early intervention services under Part C of the Individuals with Disabilities Education Act. [[20 United States Code § 1400, et seq.](#)]

Department staff developed a social service income eligibility and fee schedule based on Federal Poverty Guidelines. The most recent fee schedule, bulletin [#20-68-10](#), was published March 28, 2020. County agencies have the option of using that schedule or developing a fee schedule of their own.

B. Services

The following 29 Budgeting, Reporting and Accounting for Social Services (BRASS) categories are reported for SSBG. A description of each BRASS code is in the department's most recent BRASS publication, bulletin [#19-32-06](#), published September 25, 2019.

The BRASS codes include:

1. Adoption: 127 Kinship Navigator, 175 Northstar Kinship Assistance, 178 Northstar Adoption Assistance, 196 Adoptions and Kinship
2. Case Management: 192 Family Assessment Case Management, 193/693 General Case Management
3. Congregate Meals: 629 Congregate Meals
4. Counseling: 155/655 Individual Counseling, 156/656 Group Counseling, 162 Family-based Counseling Services
5. Daycare – Adults: 649 Adult Daycare
6. Daycare – Child: N/A under BRASS classification, but includes services under migrant daycare
7. Education and Training: 102/602 Community Education and Prevention, 139 Educational Assistance, 163 Family-based Life Management Skills Services, 648 Money Management
8. Employment Services: 637 Employability
9. Family Planning: N/A
10. Foster Care – Adults: 681 Adult Foster Care
11. Foster Care – Children: 180 Treatment Foster Care, 181 Child Family Foster Care
12. Health-related and Home Health: N/A

13. Home-based Services: 125/625 Homemaking Services, 623 Chore Services, 124/624 Home-based Support Services
14. Home Delivered Meals: 628 Home Delivered Meals
15. Housing: N/A
16. Independent and Transitional Living Services: 146 Adolescent Life Skills Training, 147/647 Independent Living Skills
17. Information and Referral Services: 101/601 Information and Referral
18. Legal Services: 121/621 Legal Services
19. Pregnancy and Parenting for Young Parents: N/A
20. Prevention and Intervention Services: 106 Parent Support Outreach Assessment, 107 Child Welfare Assessment, 108 Family Assessment Response, 109 Concurrent Planning Assessment, 119 Court-related Services and Activities, 161 Family-based Crisis Services, 164 Family Assessment Response Services, 165 Services for Concurrent Permanency Planning, 166 Family Group Decision Making, 167 Parent Support Outreach Services, 189/589/689 Respite Care, 607 General Assessment, 619 Court-related Services and Activities
21. Protective Services – Adults: 603 Adult Protection Intake and Screening, 604 Adult Protection Investigation and Service Response, 622 Companion Services, 671 Adult Shelter
22. Protective Services – Children: 104 Child Protection Investigation, 171 Child Shelter
23. Recreational Services: 145/645 Social and Recreational
24. Residential Treatment Services: 183 Children's Group Residential Care, 627 Customized Living/Residential Care
25. Special Services, Disabled: 135 Family Support Grant Program, 534 Semi-independent Living Services (SILS)
26. Special Services, Youth: N/A
27. Substance Abuse Services: N/A
28. Transportation Services: 116/616 Transportation
29. Other services with SSBG funding: 111 Mental Health Screening, 115 Interpreter Services, 198 Licensing and Resource Development, 595 Public Guardianship, 615 Interpreter Services, 634 Semi-independent Living Services (SILS), 695 Guardianship/Conservatorship, 698 Licensing and Resource Development.

Limitations on use of SSBG grants are in Title XX of the Social Security Act, Block Grants to States for Social Services. [[42 United States Code § 1397d](#)]

III. Public Input

To fulfill federal public input requirements, the department publishes this annual report. Because funds are administered at the county level, county agency staff must review and make available to the public the contents of this report, and solicit public comment on use of SSBG funds. This can be incorporated in the on-going quality

control and public input processes agencies have in place. County agencies may use a variety of means to solicit public comment. These include newspapers; county websites; community meetings; public hearings; board, advisory and partner agency meetings; public notice; radio announcements; client survey/complaints; letters to providers; annual county conference and word of mouth.

Public comment and feedback on the state's guidelines for use of SSBG funds should be sent to:

Nikki Kovan, Deputy Director
Child Safety and Permanency Division
P.O. Box 64943
St. Paul, MN 55164-0943
nikki.kovan@state.mn.us

IV. Expenditure Reports

These reports show expenditures and recipients served during state fiscal year (SFY) 2020, and intended use of funds for SFY 2021.

A. Post-expenditure reports

The first attachment provides data on SFY 2020 expenditures and recipients served by the Social Services Block Grant.

In SFY 2020, Minnesota's SSBG funding was \$32 million (\$27.24 million in Title XX allocation, plus \$4.79 million in Temporary Assistance for Needy Families (TANF) transfer funds). A summary of SFY 2020 SSBG expenditures is as follows:

- 1.4%, \$439,727, was used for migrant daycare services
- 4.2%, \$1,332,141, was used by the department for administration and programs
- 95.8%, \$30,526,989, was used by county agencies for provision of services.

SSBG funding represents a small portion of total dollars expended for social services in Minnesota. In SFY 2020, SSBG funding accounted for about 5.4% of the \$589 million expended for social services considered eligible under the SSBG federal categories of services classification.

B. Pre-expenditure reports

SSBG requires each state to report on the intended use of state payments, including information on the types of activities to be supported and individuals to be served.

The Pre-expenditure Report in Attachment two provides an estimate of expenditures and recipients served. The SSBG SFY 2021 pre-expenditures were projected based on actual expenditures and recipients for state fiscal year 2019. Should Congress elect not to fund SSBG at the same level, or if other contingencies arise, allocations may be adjusted. Included in the reports is transfer of TANF into SSBG. No state or local match is required for SSBG.

Attachment One

Part A: SSBG Post-expenditure Report— Actual Expenditures (Minnesota)

State Fiscal Year 2020 (July 1, 2019-June 30, 2020)

Service Supported with SSBG Expenditures	SSBG Allocation	Funds Transferred into SSBG*	Expenditures of all other Federal, State and Local Funds**	Total Expenditures
1) Adoption Services	\$336,321	\$64,036	\$6,251,161	\$6,651,518
2) Case Management	\$5,895,690	\$1,122,553	\$162,012,124	\$169,030,367
3) Congregate Meals	\$16,862	\$3,211	—	\$20,073
4) Counseling Services	\$271,470	\$51,689	\$3,763,414	\$4,086,573
5) Day Care – Adults	\$23,729	\$4,518	\$203,284	\$231,531
6) Day Care – Children	\$439,727	\$0	—	\$439,727
7) Education and Training Services	\$698,923	\$133,076	\$10,990,060	\$11,822,059
8) Employment Services	\$21,301	\$4,056	\$163,982	\$189,339
9) Family Planning Services	\$0	\$0	—	—
10) Foster Care Services – Adults	\$16,315	\$3,107	\$21,919	\$41,341
11) Foster Care Services – Children	\$4,024,781	\$766,327	\$106,318,783	\$111,109,891
12) Health-related Services	\$0	\$0	—	—
13) Home-based Services	\$155,924	\$29,688	\$2,512,598	\$2,698,210
14) Home Delivered Meals	\$43,474	\$8,277	\$278,625	\$330,376
15) Housing Services	\$0	\$0	—	—
16) Independent/Transitional Living Services	\$203,034	\$38,658	\$4,111,277	\$4,352,969
17) Information and Referral	\$3,456,559	\$658,137	\$50,382,982	\$54,497,678
18) Legal Services	\$454,572	\$86,551	\$9,225,720	\$9,766,843
19) Pregnancy and Parenting	\$0	\$0	—	—
20) Prevention & Intervention	\$2,808,220	\$534,691	\$70,681,530	\$74,024,441
21) Protective Services – Adults	\$987,120	\$187,950	\$13,874,937	\$15,050,007
22) Protective Services – Children	\$2,208,492	\$420,502	\$53,894,089	\$56,523,083
23) Recreation Services	\$44,197	\$8,415	\$242,017	\$294,629
24) Residential Treatment	\$895,281	\$170,464	\$17,902,159	\$18,967,904
25) Special Services--Disabled	\$176,450	\$33,596	\$8,033,747	\$8,243,793
26) Special Services--Youth at Risk	\$0	\$0	—	—
27) Substance Abuse Services	\$0	\$0	—	—
28) Transportation	\$447,528	\$85,210	\$9,409,578	\$9,942,316
29) Other Services***	\$2,111,020	\$375,287	\$26,648,288	\$29,134,595
30) Sum of Expenditures for Services	\$25,736,990	\$4,789,999	\$556,922,274	\$587,449,263
31) Administrative Costs	\$1,332,141	\$0	—	\$1,332,141
32) Sum of Expenditures for Services and Administrative Costs	\$27,069,131	\$4,789,999	\$556,922,274	\$588,781,404
33) Total SSBG Expenditures	\$31,859,130			
34) Remaining Funds to be Carried Over into the Next Fiscal Year	\$0	\$0		

“—” represents a figure that was not calculated for this report or not applicable.

* Funds transferred from TANF block grant.

** Funds include federal (Title IV-E, CW-TCM, MA Waivers, Alternative Response Grants, Child Care grants, MA Admin, MH grants, MA Waiver Case Mgmt.); state (MA Waivers, Alternative Response, Child Care grants, MFIP Employment Chemical Dependency Admin, MH grants, DD grants, Adult grants); and local (tax levy, state aids-revenue in lieu of levy) sources.

*** Other services include interpreter services, licensing and resource development, public guardianship, mental health screening, semi independent living services, guardianship/conservatorship and licensing, and resource development.

Part B: SSBG Post-expenditure Report—Actual Recipients (Minnesota)
State Fiscal Year 2020 (July 1, 2019-June 30, 2020)

Service Supported with SSBG Expenditures	Children	Adults Age 59 Years and Younger	Adults Age 60 years and Older	Adults of Unknown Age	Total Adults	Total Recipients
1) Adoption Services	4,036	287	12	1	300	4,336
2) Case Management	67,353	28,651	18,667	161	47,479	114,832
3) Congregate Meals	0	0	0	0	0	0
4) Counseling Services	946	687	11	3	701	1,647
5) Daycare – Adults	0	23	4	0	27	27
6) Daycare – Children	541	0	0	0	0	541
7) Education and Training Services	2,242	1,986	139	8	2,133	4,375
8) Employment Services	0	2	0	0	2	2
9) Family Planning Services	0	0	0	0	0	0
10) Foster Care Services – Adults	0	3	4	0	7	7
11) Foster Care Services – Children	19,905	569	1	1	571	20,476
12) Health-related Services	0	0	0	0	0	0
13) Home-based Services	48	344	619	0	963	1,011
14) Home Delivered Meals	0	0	0	0	0	0
15) Housing Services	0	0	0	0	0	0
16) Independent/Transitional Living Services	0	0	0	0	0	0
17) Information and Referral	0	0	0	0	0	0
18) Legal Services	50	233	65	3	301	351
19) Pregnancy and Parenting	0	0	0	0	0	0
20) Prevention and Intervention	94,400	26,783	3,068	408	30,259	124,659
21) Protective Services – Adults	7	2,688	5,081	300	8,069	8,076
22) Protective Services – Children	34,872	4,723	110	147	4,980	39,852
23) Recreation Services	508	135	10	0	145	653
24) Residential Treatment	839	74	4	0	78	917
25) Special Services – Disabled	243	1,967	416	0	2,383	2,626
26) Special Services – Youth at Risk	0	0	0	0	0	0
27) Substance Abuse Services	0	0	0	0	0	0
28) Transportation	0	0	0	0	0	0
29) Other Services***	4,261	19,906	6,283	252	26,441	30,702
30) Total recipients	230,251	89,061	34,494	1,284	124,839	355,090

*** Other services include interpreter, licensing and resource development, public guardianship, mental health screening, semi-independent living services, guardianship/conservatorship and licensing, and resource development.

Attachment Two

Part A: SSBG Pre-expenditure Report—Estimated Expenditures (Minnesota) State Fiscal Year 2021 (July 1, 2020-June 30, 2021)

Service Supported with SSBG Expenditures	SSBG Allocation	Funds Transferred into SSBG*	Expenditures of all other Federal, State and Local Funds**	Total Expenditures
1) Adoption Services	\$330,456	\$62,727	\$6,947,536	\$7,340,719
2) Case Management	\$6,215,936	\$1,179,896	\$158,582,630	\$165,978,462
3) Congregate Meals	\$15,526	\$2,947	\$26,602	\$45,075
4) Counseling Services	\$277,975	\$52,765	\$4,296,724	\$4,627,464
5) Daycare – Adults	\$26,096	\$4,954	\$321,507	\$352,557
6) Daycare – Children	\$439,727	\$0	—	\$439,727
7) Education and Training Services	\$784,537	\$148,919	\$12,451,336	\$13,384,792
8) Employment Services	\$18,437	\$3,500	\$138,125	\$160,062
9) Family Planning Services	\$0	\$0	—	—
10) Foster Care Services – Adults	\$18,108	\$3,437	\$136,803	\$158,348
11) Foster Care Services – Children	\$3,961,918	\$752,043	\$111,951,929	\$116,665,890
12) Health-related Services	\$0	\$0	—	—
13) Home-based Services	\$140,552	\$26,679	\$2,200,209	\$2,367,440
14) Home Delivered Meals	\$38,413	\$7,291	\$259,731	\$305,435
15) Housing Services	\$0	\$0	—	—
16) Independent/Transitional Living Services	\$207,859	\$39,455	\$4,176,620	\$4,423,934
17) Information and Referral	\$3,168,976	\$601,528	\$44,659,496	\$48,430,000
18) Legal Services	\$547,644	\$77,378	\$8,733,391	\$9,358,413
19) Pregnancy and Parenting	\$0	\$0	—	—
20) Prevention and Intervention	\$3,034,772	\$576,054	\$69,757,865	\$73,368,691
21) Protective Services – Adults	\$831,246	\$157,785	\$11,885,858	\$12,874,889
22) Protective Services – Children	\$2,232,131	\$423,699	\$53,182,776	\$55,838,606
23) Recreation Services	\$34,729	\$6,592	\$209,970	\$251,291
24) Residential Treatment	\$921,184	\$174,857	\$18,501,544	\$19,597,585
25) Special Services – Disabled	\$233,621	\$44,346	\$8,312,288	\$8,590,255
26) Special Services – Youth at Risk	\$0	\$0	—	—
27) Substance Abuse Services	\$0	\$0	—	—
28) Transportation	\$560,855	\$106,460	\$11,191,129	\$11,858,444
29) Other Services***	\$1,773,735	\$336,687	\$24,840,519	\$26,950,941
30) Sum of Expenditures for Services	\$25,814,433	\$4,789,999	\$552,764,588	\$583,369,020
31) Administrative Costs	\$1,375,140	\$0	—	\$1,375,140
32) Sum of Expenditures for Services and Administrative Costs	\$27,189,573	\$4,789,999	\$552,764,588	\$584,744,160
33) Total SSBG Expenditures	\$31,979,572			
34) Remaining Funds to be Carried Over into the Next Fiscal Year	\$0	\$0		

“—” represents a figure that was not calculated for this report or not applicable.

* Funds transferred from TANF block grant.

** Funds include federal (Title IV-E, CW-TCM, MA Waivers, Alternative Response Grants, Child Care grants, MA Admin, MH grants, MA Waiver Case Mgmt.); state (MA Waivers, Alternative Response, Child Care grants, MFIP Employment Chemical Dependency Admin, MH grants, DD grants, Adult grants); and local (tax levy, state aids-revenue in lieu of levy) sources.

*** Other services include interpreter, licensing and resource development, public guardianship, mental health screening, semi-independent living services, guardianship/conservatorship and licensing, and resource development.

**Part B: SSBG Pre-expenditure Report—Estimated Recipients (Minnesota)
State Fiscal Year 2021 (July 1, 2020-June 30, 2021)**

Service Supported with SSBG Expenditures	Children	Adults Age 59 Years and Younger	Adults Age 60 years and Older	Adults of Unknown Age	Total Adults	Total Recipients
1) Adoption Services	4,305	274	10	1	285	4,590
2) Case Management	70,772	28,228	18,047	182	46,457	117,229
3) Congregate Meals	0	0	0	0	0	0
4) Counseling Services	1,005	683	15	3	701	1,706
5) Daycare – Adults	0	23	4	0	27	27
6) Daycare – Children	636	0	0	0	0	636
7) Education and Training Services	2,425	2,087	182	2	2,271	4,696
8) Employment Services	0	2	0	0	2	2
9) Family Planning Services	0	0	0	0	0	0
10) Foster Care Services – Adults	0	3	4	0	7	7
11) Foster Care Services – Children	19,828	565	1	1	567	20,395
12) Health-related Services	0	0	0	0	0	0
13) Home-based Services	78	346	628	0	974	1,052
14) Home Delivered Meals	0	0	0	0	0	0
15) Housing Services	0	0	0	0	0	0
16) Independent/Transitional Living Services	0	0	0	0	0	0
17) Information and Referral	0	0	0	0	0	0
18) Legal Services	50	311	72	3	386	436
19) Pregnancy and Parenting	0	0	0	0	0	0
20) Prevention and Intervention	99,239	28,130	3,130	440	31,700	130,939
21) Protective Services – Adults	11	3,331	5,515	380	9,226	9,237
22) Protective Services – Children	36,031	5,164	102	149	5,415	41,446
23) Recreation Services	515	137	10	0	147	662
24) Residential Treatment	831	72	4	0	76	907
25) Special Services – Disabled	243	1,960	416	0	2,376	2,619
26) Special Services – Youth at Risk	0	0	0	0	0	0
27) Substance Abuse Services	0	0	0	0	0	0
28) Transportation	0	0	0	0	0	0
29) Other Services***	4,585	19,901	6,068	224	26,193	30,778
30) Total recipients	240,554	91,217	34,208	1,385	126,810	367,364

*** Other services include interpreter, licensing and resource development, public guardianship, mental health screening, semi-independent living services, guardianship/conservatorship and licensing, and resource development.

Americans with Disabilities Act (ADA) Advisory

This information is available in accessible formats for people with disabilities by calling (651) 431-3039 (voice) or by using your preferred relay service.