

**DCF Policy #84-004**

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## **CLOTHING GRANT**

This policy clarifies the Department's responsibility and the parents' role in providing for the clothing needs of children in placement and for children in a subsidized adoption or guardianship.

### **POLICY**

It is the Department's policy that, to the extent possible, the parents of a child in placement should be regarded as having primary responsibility for meeting their child's clothing needs. When it is not possible for parents to carry out this responsibility the Department will provide the resources, in part or in full, to meet the child's needs for an adequate wardrobe.

Clothing grants shall be made available to children receiving adoption or guardianship subsidy when the adoptive parent(s) or guardian(s) requests a clothing grant and the Department determines that the grant is needed to meet the needs of the child.

There are 2 types of clothing grants available from the Department: emergency (or initial) and quarterly.

Clothing checks will be authorized and sent only to approved family resource providers, guardians, adoptive parents, group care providers and emergency shelter facilities. An emergency clothing check may be authorized and delivered to the assigned Social Worker on behalf of a child when the placement resource refuses to be identified as payee for the child.

### **PROCEDURES FOR EMERGENCY CLOTHING**

1. If the Social Worker determines that a child's own wardrobe is insufficient at the time of an initial placement and the parent(s) cannot provide the necessary clothing, the Social Worker may authorize an emergency (initial) clothing grant.

At any time when a portion or all of the child's clothing has been lost, stolen or damaged, the Social Worker may authorize an emergency clothing grant.

2. The Social Worker uses the graduated clothing allowance scale to determine the amount of the emergency (initial) grant. The amount authorized cannot exceed the maximum allowable annual authorization.
3. The Social Worker completes or updates an authorization for the emergency clothing grant in accordance with FamilyNet procedures.

### **PROCEDURES FOR QUARTERLY CLOTHING**

1. The Social Worker, in cooperation with the parent(s), determines who is going to be responsible for the child's clothing needs during the time the child is in placement and documents this decision as follows:
  - If the parent(s) can provide adequate clothing for the child, the Social Worker documents this in the family's Service Plan and adjusts FamilyNet to indicate that no clothing grant is needed.
  - If the Social Worker determines that the family is not able to provide adequate clothing, the Social Worker documents in the family's Service Plan the actions the Department will carry out to provide clothing. FamilyNet automatically issues quarterly clothing grants unless adjusted.

### **Emergency Clothing Allowance Scale**

<b>% Authorized Grant</b>	<b>25% Grant</b>	<b>50% Grant</b>	<b>75% Grant</b>	<b>100% Grant Annual Maximum</b>
% Usable Clothing	75%	50%	25%	No Usable Clothing
Age 0-5	\$34.25	\$68.50	\$102.75	\$205.50
Age 6-12	\$43.75	\$87.50	\$131.25	\$262.50
Age 13+	\$62.50	\$125.00	\$187.50	\$375.00

### **Quarterly Clothing Allowance Scale (Issued in Feb., May, Aug., Nov.)**

<b>Age</b>	<b>Quarterly</b>
0-5	\$107.00
6-12	\$181.00
13+	\$282.00