

NUMBER

#24-69-02

DATE

May 28, 2024

OF INTEREST TO

General Public

County Directors

Social Services Supervisors and
Staff

Human Services Boards

Legislative Staff

ACTION/DUE DATE

Please read information and
prepare for implementation.

EXPIRATION DATE

May 28, 2025

2023 Social Services Block Grant Annual Report

TOPIC

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

PURPOSE

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

CONTACT

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SIGNED



TIKKI BROWN

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 (department) supports the use of "People First" language.

I. Public input

The Minnesota Department of Human Services (department) hereby gives notice of the Social Services Block Grant (SSBG) report to Minnesota citizens for review and comment. To fulfill federal public input requirements, the department publishes this annual SSBG report pursuant to Title XX, section 2004, of the Social Security Act (as enacted in the Omnibus Budget Reconciliation Act of 1981, [Pub. Law No. 97-35] codified at 42 U.S.C. § 1397c). This report reflects:

- Actual Social Services Block Grant expenditures for state fiscal year (SFY) 2023, from July 1, 2022, through June 30, 2023
- The department's plans to expend Social Services Block Grant funds for SFY 2025, from July 1, 2024, through June 30, 2025.

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 the use of SSBG funds. This can be incorporated into ongoing quality control and public input processes agencies have in place. A variety of means can be used to solicit public comment, including newspaper articles/ads; county websites; community meetings; public hearings; board, advisory and partner agency meetings; public notice; radio public service announcements; client survey/complaints; letters to providers; annual county conference and word of mouth.

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

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II. Background

Social Services Block Grants 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 SSBG must be directed at one or more of five broad statutory goals that include:

- 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 (VCAA)

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, [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 Vulnerable Children and Adults Act service plans through county social services agencies. Service plans were submitted to the 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.

C. Lead agency transition to Department of Children, Youth, and Families

[Laws of Minnesota 2023, Chapter 70](#), article 12, sections 1-35 created the new Minnesota state agency, the Department of Children, Youth, and Families (DCYF). DCYF will launch on July 1, 2024, led by governor-appointed Commissioner Tikki Brown. Programs identified to transfer from the department, including VCAA and federal SSBG programmatic and administrative oversight and state and federal funding, will transition to DCYF between July 1, 2024, and June 30, 2025. The department's SSBG pre-expenditure report and application for fiscal year 2025 funding will reflect DCYF as the new lead agency for SSBG. The Department of Human Services will retain oversight of policy and reporting on the use of funds and expenditures for adult service recipients who are vulnerable and maltreated under [Minnesota Statutes, section 626.557](#). DCYF will partner with the department regarding grant allocations to counties, reporting by counties and federal drawdowns of SSBG to serve vulnerable adults under VCAA.

III. Use of funds

A. Fees

Recipients of the following programs are eligible for services and not charged a fee:

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

The following persons are also eligible for services and not charged a fee:

- Persons who adopt a hard-to-place or special needs child
- Children birth through age 2 with disabilities who receive core early intervention services under Part C of the Individuals with Disabilities Education Act. [[20 U.S.C. § 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 [#24-69-01](#), was published Feb. 28, 2024. 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. Descriptions of each BRASS Code are in the department's recent BRASS publication, bulletin [#23-32-04](#), published Oct. 9, 2023.

BRASS Codes include:

1. Adoption: 127 Kinship Navigator, 175 Northstar Kinship Assistance, 178 Northstar Adoption Assistance, 196 Adoptions and Kinship
2. Case Management: 115/615 Interpreter Services, 192 Family Assessment Case Management, 193/693 General Case Management, 595 Public Guardianship, 695 Guardianship/Conservatorship
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, 698 Licensing and Resource Development
11. Foster Care – Children: 180 Treatment Foster Care, 181 Child Family Foster Care, 198 Licensing and Resource Development

12. Health-related and Home Health: N/A
13. Home-based Services: 123/623 Chore Services, 124/624 Home-based Support Services, 125/625 Homemaking 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, ICWA Law Center grant (not BRASS classified).
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, 111 Mental Health Screening, 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, 419/619 Court-related Services and Activities
21. Protective Services – Adults: 603 Adult Protection Intake and Screening, 604 Adult Protection Assessment and Investigation
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, 534/634 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: N/A

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

IV. Expenditure reports

These reports show expenditures and recipients served during SFY 2023 and intended use of funds for SFY 2025.

A. Post-expenditure reports

The first attachment provides data on SFY 2023 expenditures and recipients served by the Social Services Block Grant.

In SFY 2023, Minnesota's SSBG funding was \$32 million (\$27.35 million in Title XX allocation, plus \$4.79 million in Temporary Assistance for Needy Families (TANF) transfer funds). A summary of SFY 2023 SSBG expenditures is as follows:

- 94.9%, \$30,490,306, used by county agencies for provision of services
- 4%, \$1,304,968, used by the department for administration and programs
- 0.6%, \$200,490, for migrant daycare services
- 0.4%, \$140,000 allocation for ICWA Law Center.

SSBG funding represents a small portion of total funding expended for social services in Minnesota. In SFY 2023, SSBG funding accounted for about 5.2% of the \$619 million expended for social services considered eligible under the SSBG federal categories of services classification.

B. Pre-expenditure reports

Federal SSBG rules require each state to report on their intended use of state payments, including information on 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. SSBG SFY 2025 pre-expenditures were projected based on actual expenditures and recipients for state fiscal year 2023. 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 Temporary Assistance for Needy Families (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 2023 (July 1, 2022 — June 30, 2023)

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	\$298,642	\$61,055	\$6,033,413	\$6,393,110
2. Case Management	\$6,156,608	\$1,258,671	\$176,954,913	\$184,370,192
3. Congregate Meals	\$8,292	\$0	\$4,768	\$13,060
4. Counseling Services	\$214,151	\$43,782	\$3,298,722	\$3,556,655
5. Daycare – Adults	\$12,597	\$0	\$139,038	\$151,635
6. Daycare – Children	\$200,490	\$0	—	\$200,490
7. Education and Training Services	\$1,009,207	\$206,324	\$17,937,783	\$19,153,314
8. Employment Services	\$14,333	\$0	\$219,119	\$233,452
9. Family Planning Services	\$0	\$0	—	—
10. Foster Care Services – Adults	\$413,589	\$0	\$5,346,204	\$5,759,793
11. Foster Care Services – Children	\$4,056,996	\$829,421	\$93,070,776	\$97,957,193
12. Health-related Services	\$0	\$0	—	—
13. Home-based Services	\$118,591	\$24,245	\$2,654,753	\$2,797,589
14. Home Delivered Meals	\$41,145	\$0	\$349,691	\$390,836
15. Housing Services	\$0	\$0	—	—
16. Independent/Transitional Living Services	\$173,848	\$35,542	\$3,469,639	\$3,679,029
17. Information and Referral	\$3,730,406	\$762,653	\$61,222,716	\$65,715,775
18. Legal Services	\$635,621	\$101,326	\$10,232,922	\$10,969,869
19. Pregnancy and Parenting	\$0	\$0	—	—
20. Prevention and Intervention	\$3,442,762	\$703,846	\$84,305,325	\$88,451,933
21. Protective Services – Adults	\$1,780,750	\$0	\$28,229,691	\$30,010,441
22. Protective Services – Children	\$1,946,434	\$397,933	\$52,261,012	\$54,605,379
23. Recreation Services	\$27,426	\$5,607	\$358,095	\$391,128
24. Residential Treatment	\$942,812	\$192,751	\$21,329,287	\$22,464,850
25. Special Services -- Disabled	\$138,279	\$28,270	\$7,169,325	\$7,335,874
26. Special Services -- Youth at Risk	\$0	\$0	—	—
27. Substance Abuse Services	\$0	\$0	—	—
28. Transportation	\$677,817	\$138,574	\$12,228,033	\$13,044,424
29. Other Services	\$0	\$0	—	—
30. Sum of expenditures for services	\$26,040,796	\$4,790,000	\$586,815,225	\$617,646,021
31. Administrative costs	\$1,304,968	\$0	—	\$1,304,968
32. Sum of expenditures for services and administrative costs	\$27,345,764	\$4,790,000	\$586,815,225	\$618,950,989
33. Total SSBG expenditures	\$32,135,764			
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, Medical Assistance (MA) waivers, Alternative Response Grants, child care grants, MA Admin, mental health (MH) grants, MA waiver case mgmt.); state (MA waivers, Alternative Response, child care grants, MFIP employment chemical dependency admin, MH grants, Developmental Disability grants, adult grants); and local (tax levy, state aids revenue in lieu of levy) sources.

**Part B: SSBG Post-expenditure Report — actual recipients (Minnesota)
State Fiscal Year 2023 (July 1, 2022 — June 30, 2023)**

Service supported with SSBG expenditures	Children	Adults age 59 and younger	Adults age 60 and older	Adults – unknown age	Total adults	Total recipients
1. Adoption Services	3,215	206	7	0	213	3,428
2. Case Management	56,727	30,160	22,866	119	53,145	109,872
3. Congregate Meals***	0	0	0	0	0	0
4. Counseling Services	683	599	26	0	625	1,308
5. Daycare – Adults	0	2	0	0	2	2
6. Daycare – Children	784	0	0	0	0	784
7. Education and Training Services	1,914	980	142	3	1,125	3,039
8. Employment Services	0	1	0	0	1	1
9. Family Planning Services	0	0	0	0	0	0
10. Foster Care Services – Adults	0	1,931	934	166	3,031	3,031
11. Foster Care Services – Children	13,947	12,077	2,219	44	14,340	28,287
12. Health-related Services	0	0	0	0	0	0
13. Home-based Services	73	384	743	0	1,127	1,200
14. Home Delivered Meals	0	7	8	0	15	15
15. Housing Services	0	0	0	0	0	0
16. Independent/Transitional Living Services	747	661	2	0	663	1,410
17. Information and Referral	13,728	11,658	5,232	134	17,024	30,752
18. Legal Services	17	287	97	2	386	403
19. Pregnancy and Parenting	0	0	0	0	0	0
20. Prevention and Intervention	91,141	25,971	3,685	450	30,106	121,247
21. Protective Services – Adults	0	3,396	7,220	406	11,022	11,022
22. Protective Services – Children	27,928	3,966	95	130	4,191	32,119
23. Recreation Services	462	147	4	0	151	613
24. Residential Treatment	970	66	0	0	66	1,036
25. Special Services – Disabled	244	1,322	393	0	1,715	1,959
26. Special Services – Youth at Risk	0	0	0	0	0	0
27. Substance Abuse Services	0	0	0	0	0	0
28. Transportation	1,673	7,061	1,900	9	8,970	10,643
29. Other services	0	0	0	0	0	0
30. Total recipients	214,253	100,882	45,573	1,463	147,918	362,171

*** This service includes contracted congregate meals. The number of recipients served is unavailable.

Attachment two

Part A: SSBG Pre-expenditure Report — estimated expenditures (Minnesota) State Fiscal Year 2025 (July 1, 2024 — June 30, 2025)

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	\$298,642	\$61,055	\$6,033,413	\$6,393,110
2. Case Management	\$6,156,608	\$1,258,671	\$176,954,913	\$184,370,192
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Americans with Disabilities Act (ADA) Advisory

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