



GRETHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

SUSAN CORBIN  
DIRECTOR

**OFFICIAL**  
**Policy Issuance: 21-34**

**Date:** December 3, 2021

**To:** Michigan Works! Agency (MWA) Directors

**From:** Joe Billig, Division Administrator **SIGNED**  
Targeted Services Division  
Workforce Development

**Subject:** Fiscal Year (FY) 2022 Partnership.Accountability.Training.Hope. (PATH)  
Transitional Support Services

**Programs Affected:** PATH

**References:** Reauthorization of the Temporary Assistance for Needy Families (TANF) Program; Final Rule, 45 Code of Federal Regulations Parts 261, 262, 263 and 265  
  
PATH Program Manual updated October 27, 2021

**Rescissions:** None

**Background:** The Department of Labor and Economic Opportunity, Workforce Development (LEO-WD) administers the PATH program in cooperation with the MWAs and the Michigan Department of Health and Human Services (MDHHS). Although transitional support payments (TSS) are not prohibited at the federal level, MDHHS' current Bridges Eligibility Manual does not allow for expenditures in the provision of Transitional Support payments with their funding. In an effort to strengthen and enhance the PATH program, WD is offering an expansion to the current catalogue of support services available to serve applicants and recipients on a pilot basis utilizing State Penalty and Interest (P&I) funding for FY 2022.

**Policy:** WD will distribute FY 2022 State P&I funding in the amount of \$1,500,000 for TSS. Funds must be expended exclusively to provide TSS to Family Independence Program (FIP) recipients, in accordance with FY 22 PATH policy instructions. PATH policy allows for supportive services to be provided as appropriate while the FIP case is open, including during the Application Eligibility Period, and through the first 180 days of a recipient's employment. Tracking of these funds must be documented in the One Stop Management Information System (OSMIS). A new transitional support service category has been established in OSMIS.

TSS are cash or gift card payments intended to be used by the participant to cover miscellaneous expenses not normally covered by regular supportive services. Examples of such expenses include, but are not limited to, personal care services (e.g., barber services), regular car maintenance (e.g., oil changes, fluid refills), industry-specific periodicals, etc. In addition, TSS payments may be provided to reward successful milestones, e.g., completion of training, 30, 60 or 90 days of continuous employment, etc. TSS payments are allowed up to \$125 per month per participant during a 12-month period and can be distributed in the form of cash, gift cards, check, or electronic payments such as Paypal.

Use of TSS funding is subject to the following provisions:

- Administrative costs are not to be taken against the TSS allocation.
- The funds are to be independently tracked. Therefore, Grant Action Notices will be issued under Grant Name, "FY22 State P & I," and Project Name, "FY22 PATH Transitional Serv P & I."
- The grant spending period for these funds is October 1, 2021 through September 30, 2022. Please notify WD no later than June 10, 2022 if you are unable to expend your funding. Unspent funding will be redistributed as appropriate after June 10, 2022. It is the expectation that the MWAs will expend all funding.

All reporting of expenditures of the funds provided through this grant must be reported to WD on a quarterly basis. A final closeout report is also required. For the first three quarters, financial expenditure reports are due to WD no later than the 20<sup>th</sup> calendar day after the end of the calendar quarter. The final quarterly report (the financial expenditure report) is due to WD no later than the 20<sup>th</sup> calendar day after September 30, 2022. The closeout report is due to WD no later than November 15, 2022. Submit reports to the [Management of Awards to Recipient's System](#). If there are any questions regarding cash requests or submission of quarterly expenditure reports, please call Mr. Mike LaCharite at 517-335-6051.

**Action:** Affected MWAs must submit the PATH Transitional Support Services plan describing how and when TSS payments will be administered and the Budget Information Summary within 30 days of the official date of this policy to [LEO-TSDIV@michigan.gov](mailto:LEO-TSDIV@michigan.gov).

**Inquiries:** Questions regarding this policy should be directed to your Reemployment Services Coordinator.

This policy is available for downloading from [WD's website](#).

The information contained in this policy will be made available in an alternative format (large type, audio tape, etc.) upon request to this office. Please contact Ms. Melissa Stebbins by telephone at 517-647-3606 or by email at [StebbinsM@michigan.gov](mailto:StebbinsM@michigan.gov).

WD is funded by state and federal funds; more details are available on the Legal Disclaimer page at [www.michigan.gov/workforce](http://www.michigan.gov/workforce).

**Expiration  
Date:**

September 30, 2022

JB:YH:ww

**Partnership.Accountability.Training.Hope. (PATH)  
Transitional Support Services (TSS)  
Plan Narrative Instructions**

**Identifying Information**

A. Michigan Works! Agency (MWA) Identification Information

The PATH TSS Plan Contact Person: Identify the MWA contact person (including a phone number, email address, and fax number) for purposes of discussing the PATH transitional supportive services plan content.

B. Description of the PATH Transitional Support Services to Be Provided

Provide a description of the TSS that will be made available to PATH Family Independence Program participants and how they will be distributed.

**Budget Information Summary Instructions  
Partnership.Accountability.Training.Hope (PATH)  
Transitional Supportive Services**

**Section I – Identification Information**

Michigan Works! Agency (MWA): Enter the name of the MWA.

Policy Issuance: Enter the Policy Issuance number. “21-34” has been preprinted.

Grant Name: “FY22 State P&I” has been preprinted.

Project Name: “FY 22 PATH Transitional Serv P & I” has been preprinted.

Plan Period: “10/1/2021 – 09/30/2022” has been preprinted.

CFDA Number: “N/A” has been preprinted.

**Section II - Total Funds Available**

Beginning Allocation: Enter the amount of the beginning allocation.

Additional Allocation: Enter the amount of additional allocation, if applicable.

De-obligation: Enter the de-obligation amount, if applicable.

Total Funds Available: This cell will automatically calculate.

**Section III - Planned Expenditures by Cost Categories**

Supportive Services:

Other Supportive Services: Enter the cumulative amount planned for Other Supportive Services. This amount includes mileage paid to volunteer drivers, clothing/uniform allowances, professional tools, business start-up expenses, moving expenses, etc.

Total Planned Expenditures: This cell will automatically calculate.

**FY 2022 PATH  
TRANSITIONAL SUPPORT SERVICES  
ALLOCATION**

<b>Michigan Works! Agencies</b>	<b>Transitional SS Allocation (\$)</b>
<b>Berrien/Cass/Van Buren</b>	44,014
<b>Capital Area</b>	45,281
<b>DESC</b>	399,461
<b>Great Lakes Bay</b>	97,204
<b>GST Michigan Works!</b>	197,077
<b>Macomb/St. Clair</b>	102,941
<b>Northeast</b>	13,963
<b>Northwest</b>	22,583
<b>Oakland County</b>	62,725
<b>Region 7B</b>	26,034
<b>SE Michigan Consortium</b>	78,377
<b>SEMCA</b>	127,182
<b>Southwest</b>	64,094
<b>UPWARD Talent Council</b>	28,411
<b>West Central</b>	19,620
<b>West Michigan Works!</b>	171,033
<b>Statewide Totals</b>	<b>1,500,000</b>

Allocations based on:

- 60% Number of PATH participants (FY 2020)
- 40% Number that Began AEP (FY 2020)

11/3/21