

# Indiana DCS Older Youth Services Pandemic Relief Chafee Transportation Guidance

Transportation assistance provided for each eligible youth shall not exceed \$4,000 per state fiscal year, per youth. Funds may be used to provide driving transportation assistance to youth who have attained 16 year up to 26 years of age with cost related to obtaining a driver license and driving lawfully in the State of Indiana, such as: vehicle insurance costs, driver's education class and testing fees, practice lessons, practice hours, license fees, roadside assistance, deductible assistance, car repairs, and assistance in purchasing an automobile.

- *Note:* All transportation funds must be noted as pandemic relief on the referral or EGS forms.

## Car Insurance

The transportation funds may be used to assist youth with payment of car insurance if the youth is participating in OYS services. The 3CM and OYS provider must document the need in the case plan, transition plan, monthly contacts, provider monthly report, and service logs. Please be advised, that prior to making the referral or EG&S request, there must be documented plan on how the youth will make future car insurance payments.

- *Note:* The OYS provider and 3CM/FCM must assist the youth / young adult with determining the most affordable car insurance for their budget.

### A. FUNDING OPTIONS:

1. Youth who are participating in Voluntary Services: The OYS provider may use the following stepdown process to assist the youth with their car insurance. The young adult and the OYS provider must develop a payment plan for long-term sustainability.

#### Car Insurance Step Down Process

- a. 1<sup>st</sup> & 2<sup>nd</sup> month's car insurance is paid for youth
- b. 3<sup>rd</sup> month youth pay **25%** of car insurance
- c. 4<sup>th</sup> month youth pay **50%** of car insurance
- d. 5<sup>th</sup> month youth pay **75%** of car insurance
- e. 6<sup>th</sup> month youth pay **100%** of car insurance

- *Note:* If the youth is unable to pay 100% of their car insurance at 6 months, the OYS provider must obtain approval from the DCS Older Youth Initiatives Manager or designee (Independent L Specialist) for continued assistance.
2. Youth participating in older youth services or collaborative care: The youth, FCM/3CM and OYS provider must develop a plan for payment of car insurance and long – term sustainability.

## Car Repairs:

The transportation funds can be used for car repairs if the youth is participating in OYS services. The 3CM or OYS provider must document the need for the car repair and how it will eliminate barriers in the case plan, transition plan, monthly contacts, provider monthly report, and service logs. The youth must have a valid licensed driver, have car insurance and the car must be registered to the youth. Please be advised, that prior to making the referral, the following documentation is needed; youth must have at least 2 estimates for the car repairs, a plan future car maintenance and upkeep of the car.

### A. ACCIDENT:

In the case of an accident, these additional documents are needed, police Report and claim report from the insurance agency. The transportation can be used to pay the deductible.

### B. COSMETIC REPAIRS:

Car repairs may not be cosmetic unless it affects the drivability of the vehicle.

### C. DOCUMENTATION:

Documentation from Kelly's Blue Book or Car fax identifying the value of the car in relation to cost of the repair(s) must be considered when staffing and planning prior to making a referral.

## Drivers Education & Driving Hours:

Drivers' education and driving hours are currently funded through older youth services by making a driver's education referral for up to \$450. This driver's education cost include: the initial driver education course, six (6) hours of drive time, and may include an option for the driver test.

### A. DRIVE TIME

To obtain a driver's license, youth must have fifty (50) hours of drive time. Ten (10) of the hours must be nighttime driving hours. The transportation funds can be used to pay for the remain forty-four (44) hours of drive time.

### B. ROAD TEST

If the driver's education agency provides a car to be used for taking the Road test at the Bureau of Motor Vehicles (BMV) the transportation fund can be used for this cost.

## Purchase of a Vehicle

The transportation funds may be used to purchase a vehicle (car, moped, electric bike or bike) if the youth is participating in OYS service. The 3CM or OYS provider must document the need and benefit for the purchase of a vehicle; and the purchase must be tied to an OYS goal such as increasing independence and mobility. The 3CM and OYS provider must document in the case plan, transition plan, monthly contacts, provider monthly report, and service logs. Please be advised, that prior to making the referral or EGS request there must be documentation on how the youth will make future car payments.

### A. FUNDING OPTIONS

1. DCS may provide up to \$1000 for the down payment towards the initial purchase of a vehicle; or

2. DCS may match the youths down payment up to \$2000 towards the initial purchase of a vehicle or the monthly car payment; or
  - *Note:* The youth must provide documentation from Kelly Blue Book or Car fax of the value of car in relation to cost of the car.
  - *Note:* DCS will not purchase mobile homes.
3. DCS may provide up to 2 months of car payments to assist a youth who has demonstrated a financial need. Following the 2 months, if the youth continue to demonstrate a financial need DCS will match additional car payments until \$2000 has been exhausted.

### Uber, Lyft, Gas Cards, Bus Pass

The transportation funds may be used to purchase uber, lyft, bus pass, or gas cards if the youth is participating in OYS services. The 3CM and OYS provider must document the need in the case plan, transition plan, monthly contacts, provider monthly report, and service logs. The OYS provider or 3CM must take in consideration the distance, frequency and miles traveled prior to making a referral. Also take into consideration, if the youth is employed, looking for employment (job interviews), attending school or daily living (grocery store).