

MO DEPT. OF SOCIAL SERVICES
DIVISION OF FAMILY SERVICES



DATE:

CASE ID:

Dear:

This letter is being written concerning travel reimbursement and work related expenses that you may be receiving. The Division of Family Services believes in the importance of supporting working families. To be able to continue providing this support to the greatest number of families, a change is being made in the daily amount paid for travel. This letter will also explain how long these payments can be received.

On July 01, 2001 travel reimbursement will be paid in the amount of \$5.00 per day. If travel is more than 45 miles one way to an activity, you may be paid at \$10.00 a day. These are the amounts if you are participating in one activity or more than one activity. The \$5.00 or \$10.00 travel reimbursement is paid for 90 days following employment. There is no time limit for receiving this payment if you are in another activity, like training or school.

You may ask for help with work related expenses up to 12 months from date of employment. Work related expenses are offered whether you are receiving Temporary Assistance or Medical Assistance for Families (MAF), as long as you are employed.

What does this mean for you?

- If you are receiving \$10 per day because you are in two activities, employment and education for example, you will begin receiving \$5 per day effective July 1, 2001.
- If you are travelling over 45 miles one way to any activity, you will continue to receive \$10 per day.
- If your only work activity is employment, your travel reimbursement will end September 30, 2001 (July-September).
- If you are in an activity besides employment, job search or education for example, your travel reimbursement will not stop.
- You may continue to request work related expenses for the remainder of the 12 months allowed from the date you were employed.

If you have questions regarding this change in policy, please contact your case manager at your local County Division of Family Services office.

Sincerely,

DENISE CROSS, DIRECTOR
DIVISION OF FAMILY SERVICES

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER
SERVICES PROVIDED ON A NONDISCRIMINATORY BASIS