

1.9 CHILDREN UNDER AGE 19

A. APPLICATION FORMS

1. Choosing The Correct Form

The Single-Streamlined Application (SLA) or DFA-2 is used as an application form. When application is also made for another Program requiring an interview, an interactive interview is conducted and the DFA-2 is used as the application. When the DFA-2 is used as the application form, it is not necessary for the client to complete the SLA. Applicants may submit an application online by inROADS.

2. Special Outreach/Application Procedures

The SLA is available at community and business sites throughout the State. The form is given to anyone who requests it, regardless of the county in which he resides, if different from the county of the special outreach site. Forms received at these sites are forwarded to a central location and further distributed to the correct county office for processing.

The SLA must be available for distribution in all county DHHR offices and provided to anyone who makes the request. When the client requests the SLA mailed to him, this must occur the same day as his request. When received, the client has the option of completing the SLA the day he receives the form and leaving it for processing, taking it with him for completion and returning it to the local office at a later date or returning with the form for completion in the office.

NOTE: Regardless of the option chosen, at no point is the applicant required to register with the receptionist or meet with a Worker in order to receive a SLA or have it processed.

The applicant may also apply online by inROADS or through the Marketplace.