

Information Memorandum Transmittal Office of Self-Sufficiency Programs



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Director

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Number: SS-IM-21-017

Issue date: 09/02/2021

Topic: Other

Due date:

Subject: Verification of Valid Driver's License and Car Insurance is NOT required for Transportation Payments

Applies to (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Types A and B | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input checked="" type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input type="checkbox"/> Other (<i>please specify</i>): |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

As an agency, it is our responsibility to ensure we are providing access to those who may need it and not add additional barriers. Recently, Child Welfare Programs implemented a change in which they will no longer require parents to provide proof of valid driver's license or car insurance to receive gas support or to transport their own children while in ODHS custody. ODHS is committed to removing barriers to marginalized communities we service. For some, the process of acquiring a driver's license or insurance is more difficult due to systemic racism. Often, families utilize supports such as gas cards/vouchers and direct payments to receive rides from close friends and family who have valid driver's licenses and insurance.

Self-Sufficiency Programs that offer support for vehicle-related payments **do not** require verification of a valid driver's license or insurance. Below you will find program specific guidance.

SNAP Employment & Training and TANF JOBS Payments:

For both programs, there are no requirements to verify a driver's license or car insurance prior to approving the gas card/voucher or direct payment to the participant. This is because the participant being allocated the support service may not be the one driving or it may not be their car, but the need to travel is still necessary to participate in their case plan.

TA-DVS Payments:

For TA-DVS payments, verification of having a valid driver's license or current car insurance is no longer a condition of payment approval. This includes but is not limited to such payments as:

- U-Haul or moving truck rental
- Vehicle repairs or services
- Gas money for relocation
- Travel expense for relocation when using a vehicle

It is still important that staff help ensure survivors have information to make informed decisions about requested payments and their safety plan. We will safety plan with survivors about their specific needs.

Example: Sam requests funds for a U-haul to move their belongings to their new safe housing location. The worker verifies with U-haul the amount needed and any deposit required. U-haul also mentions to the worker that the survivor will need to show proof of driver's license and insurance when they come to pick up the rental truck. The worker informs Sam of U-haul requirements of having a valid driver's license and insurance. ODHS does not need to verify this, but the survivor should be aware the rental agency will, to determine if this creates any barrier to their safety plan. If so, we help Sam safety plan to meet their need, such as finding safe support to drive the U-Haul or alternate moving options.

Updates to resources:

Policy teams will be working to ensure OPEN, the JOBS Support Services Guide, SNAP E&T Navigator Handbook and other resources are updated to clearly indicate this guidance.

If you have any questions about this information, contact:

Contact(s): TADVS Policy, TANF Policy, SNAP Policy,	
Phone:	Fax:
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