

OFFICE OF THE GOVERNOR  
GOVERNMENT OF GUAM  
AGANA, GUAM

EXECUTIVE ORDER NO. 72-27


SOCIAL SERVICES RULES AND REGULATIONS NO. 8

STANDARDS OF ASSISTANCE


WHEREAS, Section 9102 (a) of Chapter 2, Title X, Government Code of Guam, authorizes the Director of Public Health and Social Services to administer public assistance and child welfare services in Guam, and in accord therewith to adopt such rules and regulations subject to the approval of the Governor, as may be necessary or desirable;

NOW, THEREFORE, by virtue of the foregoing, the attached rules and regulations entitled "Social Services Rules and Regulations No. 8, Standards of Assistance" are hereby approved and promulgated by executive order, and shall be in force and effect from 12:01 A.M. October 1, 1972. All prior rules and regulations are superseded by this order and shall be of no further force or effect.

Dated at Agana, Guam, this 15th day of September,  
1972.

  
GOVERNOR OF GUAM

COUNTERSIGNED:

  
LT. GOVERNOR OF GUAM

*Visit 9/18/72*  
*[Signature]*

GOVERNMENT OF GUAM  
DIVISION OF SOCIAL SERVICES  
DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES

SOCIAL SERVICES RULES AND REGULATIONS NO. 8

STANDARDS OF ASSISTANCE  
(GMA, AEDC, AEDD, AB)

1. PURPOSE. The purpose of these rules and regulations is to set up standards of assistance in connection with the administration of Social Services under Chapter 2, Title X, Government Code of Guam.

2. DEFINITIONS:

A) Standards of Assistance means the quality, quantity or cost of food, clothing, household supplies, personal needs and special needs established by the Department of Public Health and Social Services for payment to eligible recipients of public assistance. These amounts are specified in Section 3.

B) Basic Requirements. These consist of necessities common to all individuals which must be included in the budget of all recipients. These include food, clothing, personal needs and household supplies. If such items are provided through other sources, the amount designated is considered as income.

1. Food

2. Clothing

3. Personal Needs (Include expenses such as hair cuts, combs, brushes, toothbrushes, toothpaste, etc.)

4. Household supplies (Comprise those items which are necessary for the day-to-day maintenance of a household such as soap, cleaning supplies, brooms, etc.)

C) Special Needs. These consist of necessities which are not common to all individuals, but which may be required in special cases. Allowance will be included in the budget, or as specifically needed on an interim or one-time basis for the items hereafter set forth under the circumstances specified when the need for the item has been definitely established and approved by the agency and it cannot be supplied from other than public assistance.

3. STANDARD MONTHLY SCHEDULE FOR BASIC INDIVIDUAL REQUIREMENTS.

Family Members in Assistance Group	Food	Clothing	Personal	Household	Total
1	\$ 40.87	\$ 10.82	\$ 4.21	\$ 4.10	\$ 60.00
2	81.74	21.64	8.42	8.20	120.00
3	122.40	29.77	11.57	11.26	165.00
4	143.06	37.90	14.72	14.32	210.00
5	163.50	43.31	16.92	16.37	240.00
6	183.94	48.72	18.92	18.42	270.00
7	194.16	51.43	19.97	19.44	285.00
8	204.37	54.13	21.03	20.47	300.00
9	214.59	56.84	22.09	21.49	315.00
10	224.81	59.55	23.13	22.51	330.00
11	229.92	60.90	23.66	23.52	333.00
12	235.03	62.25	24.19	23.53	345.00
13	240.14	63.60	24.72	24.54	353.00
14	245.25	64.95	25.25	24.55	360.00
15	250.36	66.30	25.78	25.56	366.00

4. SPECIAL NEEDS:

A) Shelter. Special need for shelter may be allowed as paid up to the following maximum:

<u>Number of Persons in Assistance Groups</u>	<u>Monthly Allowance</u>
1 - 2	\$ 60.00
3 - 6	75.00
7 and over	90.00

Shelter payments may be authorized for:

- 1) Rental (private)
- 2) Rental (GHURA) - Rental payment for clients living in GHURA low-cost rental units shall be based on uniform standards set by that agency. In no event can payments exceed ceilings indicated above.

3) Property payments, only if the recipient is the recorded owner (or purchaser) and is legally liable to make the payments. The property must be residential and be occupied by the recipient. Payments on other property cannot be included.

4) Major repair or improvement payments if the cost represents a bona fide encumbrance against the property, includes a legal obligation to repay, and is repayable by monthly payments.

Conditions in No. 2 also apply.

5) Minor repair authorized by a lump sum vendor payment up to a total of \$500 may be allowed in addition to allowances in two or three when the following conditions exist:

- A) The agency determines that the home is so defective that continued occupancy is unwarranted; unless repairs are made, the recipient would need to move to rental quarters; and the rental cost of quarters would exceed, over two years, the repair cost.
- B) No expenditure for repair of such home was made previously.
- C) Expenditures are authorized in writing by designated agency personnel and evidence is obtained that the home repair was performed.

B) Utilities. Special need for utilities may be allowed in the budget if needed and not otherwise provided up to the following maximum:

1. Power

<u>Number of Persons in Assistance Group</u>	<u>Allowance</u>
0 - 4	\$ 10.00
5 - 9	11.00
10 and over	12.00

2. Water

<u>Number of Persons in Assistance Group</u>	<u>Allowance</u>
0 - 4	\$ 5.00
5 - 9	5.50
10 and over	6.00

3. Cooking - Five dollars and fifty cents (\$5.50) per month for fuel needed for cooking, e.g. kerosene.

4. Telephone - An allowance of \$4.50 per family will be given only in those cases where telephone is available in the house.

NOTE: When living arrangements are shared with non-eligible persons, only the recipient's actual share of cost (up to the maximum allowance) will be computed as a special need.

C) Therapeutic Diet. The following allowance for special diet will be allowed in lieu of the standard food item only upon the written recommendation of competent medical authority:

STANDARD MONTHLY THERAPEUTIC DIET SCHEDULES

	<u>Daily</u>	<u>Weekly</u>	<u>Monthly</u>
Breakfast	\$ .56	\$ 3.92	\$ 15.68
Lunch	.88	7.82	31.28
Dinner	.88	7.82	31.28
Total	\$2.32	\$19.52	\$ 78.24

D) Purchase, Replacement and Repairs of Household Furnishing and Equipment. Purchase, replacement or repair of essential household equipment may be allowed at reasonable cost when the following circumstances establish the necessity:

- (1) When essential articles are dilapidated and hazardous; cannot be repaired, and a new article cannot be obtained from other sources.
- (2) When a loss which is not covered by insurance has occurred through fire, flood, typhoon, or other disaster.
- (3) When a similar item has not been provided previously or has not been provided within the normal expected period of usefulness of such items.
- (4) When circumstances such as illness necessitates additional items prescribed by a physician.

E) Laundry. The actual cost of laundry up to the ceiling specified below will be included in the budget if a person is physically unable to do his laundry or has no laundry facilities and no one to provide this service for him without charges. It will be provided solely for a person living alone or with another physically handicapped individual.

<u>Item</u>	<u>Maximum Monthly Allowance Per Person</u>
Men's Clothing	\$ 15.00
Women's Clothing	. 20.00

F) Transportation. Transportation may be allowed at actual cost to enable a recipient to participate in a WIN training plan, other training plan approved by the agency, or to obtain medical treatment. In lieu of actual cost, \$.10 per mile may be used. The allowance may not exceed the equivalent of \$.10 per mile nor the overall amount of \$30 per month.

G) In-home Child Care. In-Home Child Care may be allowed as a service expenditure at actual cost up to the authorized family day care rate to enable a recipient to participate in a WIN training plan or other training plan approved by the agency. Payment cannot be made for services provided by members of the recipient's own household. The child care plan must be approved by the agency. In-home care will be allowed only if there is no licensed Family Day Care home or agency operated Day Care Center available within a reasonable distance.

H) Room and Board. Recipients of OAA, AB, and AFED may be allowed room and board in lieu of other basic needs when they are living in the household of other persons.

Room and Board .....	\$ 60.00
Personal Needs .....	\$ 15.00

I) Room, Board, and Care. The grant for recipients of OAA, AB, or AFED, living in certified boarding homes for the aged, will be computed at the following rate in lieu of all other allowances provided in these standards:

Room, Board & Care .....	\$ 85.00
Clothing & Personal Needs .....	\$ 15.00
Total .....	\$100.00

Special need for room, board, and care is allowable if all of the following conditions are applicable:

- (1) The recipient is in need of this type of placement, as certified by designated agency staff and/or the agency medical consultant.

- (2) The boarding home is certified by the agency to provide room, board, and care.
- (3) Certificates are issued in accordance with standards fixed by the Department of Public Health and Social Services.
- (4) The recipient is living in a boarding home operated by persons other than his immediate family. (i.e. parents, adult children, or siblings)

J) Expenses of Employment. Expenses of employment, including transportation, lunches, special clothing, and incidentals, and/or other direct expenses shall be allowed as a deduction from earned income only to the extent that there is income from employment to cover them. In lieu of an itemized allowance, the sum of \$45 shall be allowed in all cases in which the recipient is employed for the equivalent of full-time employment. Mandatory payroll deductions shall also be itemized individually as employment expenses. Expenses for part-time employees shall be prorated in relation to normal full-time employment.

STANDARDS OF ASSISTANCE  
GENERAL ASSISTANCE

General Assistance is a temporary program, financed from local funds, used to meet emergency needs of persons who do not qualify for other welfare programs. Assistance may be limited to food commodities, other in-kind assistance, or vendor payments.

If cash assistance is necessary, funds may be granted for basic needs in accordance with the following schedule:

<u>Person</u>	<u>Amount</u>
1	\$ 60.00
2	120.00
3	140.00
4	160.00
5	180.00
6	190.00
7	200.00
8	210.00
9	220.00
10	230.00
11	235.00
12	240.00
13	245.00
14	250.00
15	255.00

Any payment in excess of this amount must be approved by the Social Services Administrator. In no event will payments exceed standards set for the Federal categories.

Exception: No General Assistance grants shall be reduced solely to conform to this schedule until the expiration of three months from the effective date of this Executive Order.