



WHAT is KTAP?

The **K**entucky **T**ransitional **A**ssistance **P**rogram (*KTAP*) is a financial assistance program for qualifying low-income adults who are the primary caregiver of children under 18 in their home.

Receiving KTAP Looks Like: *(Can be either or both)*

- Cash assistance for a family with dependent children
 - Can be received by the primary caregiver: parent, grandparent, aunt/uncle, etc.
 - Parents and some caregivers also need to meet a work requirement through the Kentucky Works Program (KWP)
- Working with a case manager to help meet the work requirement and receive additional supportive services.

KTAP Case Managers



Case managers are specially trained DCBS staff who assist families to receive all benefits they are eligible for through DCBS and provide case management. *You should not commonly encounter people with an active or pending KTAP case seeking your assistance.* We all want to help as many people as possible, but when it comes to people who are receiving KTAP or participating in KWP, the best way to help them is to refer them back to their case manager at DCBS.

How Can I Tell if Someone Has KTAP or KWP?



Ask: “Are you receiving, or have you recently applied for KTAP/cash on your EBT card for items other than food?”

“Are you involved in the Kentucky Works Program (*KWP*)?”

“Do you normally see a case manager when you go to DCBS offices?”

Note: If someone is not receiving KTAP (active or pending case) and is interested in KTAP, you **can** assist them with the programs you have access to and should refer the individual to DCBS for their KTAP application.

Why is it important to refer these families to DCBS?



KTAP is a very complex program, and any changes made to a case without the knowledge of a case manager can negatively affect the family’s eligibility for other benefits, making it harder for them to get all the help they need.

What should I do if I find out someone has an active or pending KTAP case?



DO NOT MAKE CHANGES TO THE CASE OR ADD OTHER PROGRAMS! Uploading documentation is acceptable. Encourage these individuals to report their changes as soon as possible to a case manager. They can contact a case manager through DCBS at their local office, or by calling 1-855-306-8959 and choosing the KTAP option.

