

Attachment 1: Table of Substantive Revisions to AEL Letter 06-18

Adult Education and Literacy Temporary Assistance for Needy Families Eligibility, AEL 06-18, Change 1

Overview of Substantive Revisions Table

This table lists the substantive revisions made to AEL Letter 06-18 but is not exhaustive of all changes found in this guidance. AEL Letter 06-18, Change 1, is intended to rescind and replace AEL Letter 06-18. Page numbers and line references in the table refer to those in the change letter, not the rescinded letter.

The first column, Revision Number, shows the number of revisions in the order they appear in the change letter.

The second column, Letter Section, gives the section name and the page where a substantive change has been made.

The third column, Revision Details, provides an explanation of the changes that have been made and may include line numbers.

The fourth column, Rationale for the Revision, describes why the substantive revision has been made.

Revision Number	Letter Section	Revision Details	Rationale for the Revision
1.	Purpose, p. 1.	Purpose explains the purpose of the change letter and why revisions are needed; new language in lines 16 and 17 states that grantees are no longer required to document TANF eligibility.	Policy has been updated—Grantees are no longer required to collect or maintain TANF eligibility documentation, as TWC will handle this process at a statewide level.
2.	Rescission, p. 1.	AEL 06-18 is rescinded.	Policy has been updated.

Table: Revisions to AEL Letter 06-18

Revision Number	Letter Section	Revision Details	Rationale for the Revision
3.	Background, pp. 1 and 2.	<p>Language in this section, lines 25 to 32, clarifies the contract section, which requires TANF eligibility documentation, and removes the requirement for individual TANF eligibility determination.</p> <p>Language showing the new process for TANF eligibility determination has been added on p. 1 on lines 34 to 36 and on p. 2 on lines 1 and 2.</p>	Policy has been updated.
4.	Procedures, p. 2.	New eligibility determination NLF has been added in lines 15 to 17.	Policy has been updated.
5.	Procedures, p. 2.	New NLF describing the AEL Combined funding stream has been added in lines 19 to 29.	Funding designation has been updated.
6.	Procedures, p. 2.	New NLF explaining how unexpended PY'18 TANF funds will show in PY'19 expenditure reports has been added in lines 31 to 33.	Clarifies how new expenditure reports will show TANF funding in Year 2.
7.	Procedures, p. 2.	New NLF explaining that the TANF data-matching process requires grantees to request SSNs from participants has been added in lines 35 to 37.	Clarifies how new policy requires a sufficient number of SSNs.

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Revision Number	Letter Section	Revision Details	Rationale for the Revision
8.	Procedures, p. 2.	New NLF requiring grantees to modify enrollment forms as well as intake and data processes for collecting an SSN has been added in lines 39 to 42.	Policy has been updated.
9.	Procedures, pp. 2 and 3.	Amended NLF describes the new data-matching process, which no longer requires grantees to maintain TANF eligibility documentation, effective July 1, 2019, but requires grantees to maintain this documentation for TANF participants served before July 1, 2019, on p. 2 in lines 43 to 46 and on p. 3 in lines 1 to 9.	Policy has been updated and clarifies the need for documentation for TANF participants served before July 1, 2019.