



**STATE OF WASHINGTON**  
**DEPARTMENT OF SOCIAL AND HEALTH SERVICES**  
Economic Services Administration  
Community Services Division  
Post Office Box 45440, Olympia, Washington 98504-5440

June 29, 2022

Dear Stakeholders and Community Partners,

The budget adopted by the legislature provides an additional \$6.6 million for the 2023 fiscal year, July 1, 2022 – June 30, 2023, to provide support for housing and utility costs for families receiving TANF/WorkFirst. This budget is an exciting investment in support services and represents twice the annual amount spent on all support services pre-pandemic. This funding will enable DSHS to provide significant additional support to these families – many of whom have difficulty with housing costs.

**Who is eligible for this funding, and how do participants access it?**

As an expansion of current WorkFirst support services, this funding is limited to participants engaged in WorkFirst activities, including those working to resolve housing instability. TANF households without a WorkFirst adult, such as child-only cases, will still have access to Additional Requirements for Emergent Need.

We ask that you help us get the word out by encouraging any WorkFirst participant who indicates they have difficulty meeting their basic needs for housing/utilities to connect with their WorkFirst case worker and discuss any support services options. When a participant does not know their assigned case worker, they may call the Customer Services Center at 877-501-2233 to be connected with their local office and worker.

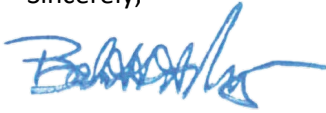
**Highlights for this expansion of support services:**

- Targeted to help with rent, mortgage, taxes, insurance, utilities, moving costs, all housing-related fees, hookup fees, refundable and non-refundable deposits, and temporary housing.
- All payments will be made directly to vendors.
- Any assistance counts against the yearly support service limit of \$5,000 per participant. However, exceptions to this cap can be requested.
- Households must have a housing expense, but an eviction or shutoff notice is not required.
- Could be used as a temporary housing solution while a family applies for ongoing housing assistance or is waiting for more permanent housing.

If you have any questions about WorkFirst services, please do not hesitate to contact Susan Kavanaugh, WorkFirst Program Administrator, at [susan.kavanaugh@dshs.wa.gov](mailto:susan.kavanaugh@dshs.wa.gov).

Thank you.

Sincerely,



Babs Roberts / Director / Community Services Division  
Economic Services Administration  
Department of Social and Health Services  
(O) 360-725-4888 / (C) 360-628-1975 / [babette.roberts@dshs.wa.gov](mailto:babette.roberts@dshs.wa.gov)  
*She/her/hers*  
*Transforming Lives*