Family Services Initiative
Transportation

Local Gas Assistance

The recipient must have proof of current FL Driver's license and proof license was validated with the FL DMV for the vehicle being utilized in order to receive assistance with gas. License validation is required prior to purchase, and a screenshot of the FL DMV website verifying a valid license must be uploaded into the JWB data collection system.

To check if the license is valid visit the DMV website:
https://services.flhsmv.gov/dlcheck/

If approved, recipients must prepay inside the service station prior to pumping gas.

Bus Passes

Bus passes are purchased in bulk by The Juvenile Welfare Board of Pinellas County (JWB). Agencies utilizing bus passes must request them from JWB and shall maintain an inventory at their agency. Bus passes must not be purchased with a Purchase Card (P-Card), generic or named. Any purchases made with a P-Card will be reported to the agency supervisor for review and could result in possible suspension of P-Card usage. All requests are required to be entered into the JWB data collection system following the general rules for requesting goods/services.

Bus Passes can be provided to FSI participants for essential trips for basic needs in Pinellas County when no other resources are available. Essential trips for basic needs that include, but are not limited to, food, childcare, education, medical and employment. Agency staff should make the most appropriate determination on whether to provide a daily, 2-day, 5-day, 7-day or 31-day type of bus pass to the family.

If a family qualifies for the Pinellas Suncoast Transportation Authority (PSTA) Transportation Disadvantaged (TD) program or the Transportation Disadvantaged St. Petersburg (TDSP) program for St. Petersburg residents, and staff experience delays in PSTA application processing, staff may provide a 2-day, 5-day or 7-day bus pass to ensure transportation is available for essential trips.

Each agency with bus pass inventory must have an assigned staff member responsible for keeping track of the inventory. Inventory tracking must include the bus pass type, number, name of staff receiving the bus pass, date bus pass was removed from inventory, and the JWB data collection system client ID# of the family to whom the bus pass is given.

Families receiving one or more bus pass/es through the Family Services Initiative (FSI) are required to acknowledge receipt by signing a copy of the Bus Pass or other approved receipt documentation when the pass is issued. This documentation must be uploaded to the JWB data collection system service transaction request.

Relocation Assistance

If agency staff determine a need for relocation assistance to enable a family to return to a support system out of the area, the following information is required to be verified before any funding is requested.

1. Verification of permanent housing/shelter where the family plans to relocate to.
2. Specific travel plan to location
3. If assisting with gas P-Cards to relocate, eligibility verification must include valid driver's license
4. Calculation on mileage rate (if assisting with gas P-Cards)
5. Please go to the AAA or US Department of Energy link below to calculate the mileage and fuel cost to ensure the correct amount for gas is requested
    a. https://gasprices.aaa.com/aaa-gas-cost-calculator/
    b. https://www.fueleconomy.gov/trip/
6. Explore families plan or need for food assistance while traveling
7. All requests will be submitted to the Exceptions Committee for review and approval